



Radiocommunication Bureau (BR)

Administrative Circular
CACE/941

21 January 2020

To Administrations of Member States of the ITU, Radiocommunication Sector Members, ITU-R Associates participating in the work of the Radiocommunication Study Group 7 and ITU Academia

Subject: **Meeting of Radiocommunication Study Group 7 (Science services),
Geneva, 20 April 2020**

1 Introduction

By means of this Administrative Circular, I wish to announce that a meeting of ITU-R Study Group 7 will take place in Geneva on 20 April 2020, to be followed by the meetings of Working Parties 7B, 7C and 7D (see Circular Letter [7/LCCE/76](#)).

The Study Group meeting will be held in the ITU Headquarters, Geneva. The opening session will take place at 0930 hours.

Group	Meeting dates	Deadline for contributions	Opening session
Study Group 7	Monday, 20 April 2020	Tuesday, 14 April 2020 at 1600 hours UTC	Monday, 20 April 2020 at 0930 hours

2 Programme of the meeting

The draft agenda for the meeting of Study Group 7 is contained in the Annex. The status of texts assigned to Study Group 7 can be found on:

<https://www.itu.int/md/R19-SG07-C-0001/en>

2.1 Adoption of draft Recommendations at the Study Group meeting (§ A2.6.2.2.2 of Resolution ITU-R 1-8)

No Recommendations or Questions are proposed for adoption by the Study Group in accordance with § A2.6.2.2.2 of Resolution ITU-R 1-8.

2.2 Adoption of draft Recommendations by a Study Group by correspondence (§ A2.6.2.2.3 of Resolution ITU-R 1-8)

No Recommendations or Questions are proposed for adoption by a Study Group by correspondence (§ A2.6.2.2.3 of Resolution ITU-R 1-8).

3 Contributions

Contributions in response to the work of Study Group 7 are processed according to the provisions laid down in Resolution ITU-R 1-8.

The deadline for reception of contributions not requiring translation* (including Revisions, Addenda and Corrigenda to contributions) is 7 calendar days (1600 hours UTC) prior to the start of the meeting. **The deadline for reception of contributions for this meeting is specified in the table above.** Contributions received later than this deadline cannot be accepted. Resolution ITU-R 1-8 provides that contributions which are not available to participants at the opening of the meeting cannot be considered.

Participants are requested to submit contributions by electronic mail to:

rsg7@itu.int

A copy should also be sent to the Chairman and Vice-Chairmen of Study Group 7. The pertinent addresses can be found on:

<http://www.itu.int/go/rsg7/ch>

4 Documents

Contributions will be posted “as received” within one working day on the webpage established for this purpose:

<https://www.itu.int/md/R19-SG07.AR-C/en>

The official versions will be posted on <http://www.itu.int/md/R19-SG07-C/en> within 3 working days.

In accordance with Resolution 167 (Rev. Dubai, 2018), **the Study Group meeting will be completely paperless.** Wireless LAN facilities will be available for use by delegates in the meeting rooms. Printers are available in the cyber café of the 2nd basement of the Tower building and on the ground and first floors of the Montbrillant building for delegates who wish to print documents. In addition, the Service Desk (servicedesk@itu.int) has prepared a limited number of laptops for those who do not have one.

* Where translation is required, contributions should be received at least three months prior to the meeting.

5 Remote participation

In order to follow the proceedings of ITU-R meetings remotely an audio webcast of the Study Group Plenary meetings in all languages will be provided through the ITU Internet Broadcasting Service (IBS). Participants do not need to register for the meeting to use the webcast facility, however, an ITU [TIES account](#) is required to access the webcast.

6 Participation/Visa requirements/Accommodation

Registration to this event is mandatory and will be carried out exclusively on-line via Designated Focal Points (DFPs) for ITU-R event registration. **The Radiocommunication Bureau has deployed since May 2019 a new event registration platform where participants must first complete an online registration form and submit their registration request for approval by the corresponding focal point.** An ITU/TIES account is required from participants to submit a registration request and obtain registration approval from the corresponding focal point.

The list of ITU-R DFPs (TIES protected) as well as detailed information on this new event registration system, visa support requirements, hotel accommodation, etc. can be found at:

www.itu.int/en/ITU-R/information/events



Mario Maniewicz
Director

Annex: 1

Distribution:

- Administrations of Member States of the ITU and Radiocommunication Sector Members participating in the work of Radiocommunication Study Group 7
- ITU-R Associates participating in the work of Radiocommunication Study Group 7
- ITU Academia
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups
- Chairman and Vice-Chairmen of the Conference Preparatory Meeting
- Members of the Radio Regulations Board
- Secretary-General of the ITU, Director of the Telecommunication Standardization Bureau, Director of the Telecommunication Development Bureau

Annex

Draft agenda for the meeting of Radiocommunication Study Group 7

(Geneva, 20 April 2020)

- 1 Opening remarks
 - 1.1 Director, BR
 - 1.2 Chairman
- 2 Introduction of Vice-Chairmen
- 3 Approval of the agenda
- 4 Appointment of Rapporteur
- 5 Appointment of Chairmen of Working Parties
- 6 Results of Radiocommunication Assembly 2019
- 7 Results of World Radiocommunication Conference 2019
- 8 Results of Conference Preparatory Meeting 2023-1 ([CA/251](#))
- 9 Summary Report of actions taken during the meeting of Study Group 7 on 5 June 2019 ([7/2\(Rev.1\)](#), [7/121](#))
- 10 Assignment of texts to the Study Group 7 Working Parties ([7/1](#))
- 11 Preparation for RA-23 and WRC-23 ([7/1](#))
- 12 Status of Questions, Recommendations, Reports and Handbooks ([7/1](#))
- 13 Draft new Recommendation ITU-R SA.[IMT-EESS/SRS COORDINATION] ([7/2\(Rev.1\)](#), [7/122](#), [7/5](#))
- 14 Liaisons with other ITU Sectors, Study Groups and International Organizations ([7/2\(Rev.1\)](#), [7/123](#))
- 15 Consideration of future work programme and discussion on a tentative meeting schedule
- 16 Any other business

J. ZUZEK
Chairman, Study Group 7
