



*Radiocommunication Bureau*

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25 April 2006

Addendum 1 to  
Circular Letter  
CR/254

## To Administrations of Member States of the ITU<sup>1</sup>

**Subject:** Preparatory activities related to the first planning iteration at RRC-06  
**Submission of administrative declarations**

**References:** Report of the second meeting of the Intersessional Planning Group (IPG),  
Geneva, 20-24 February 2006 (Administrative Circular CA/158)

To the Director General

Dear Sir/Madam,

1 The Intersessional Planning Group (IPG), at its second meeting (20-24 February 2006), considered, *inter alia*, the actions that would need to be undertaken by the administrations, the Planning Exercise Team (PXT) and the Radiocommunication Bureau in the period which precedes the RRC-06, with a view to creating conditions for the smooth conduct of the numerous activities at RRC-06, with particular emphasis on the activities envisaged for the first week of the conference. The IPG assumed that after evaluating the results of the first and the second synthesis of the draft Plan, administrations may wish to modify their requirements, with the intention of improving the draft Plan and concluded that all modified requirements shall reach the Bureau not later than **Friday, 21 April 2006 at 2359 hours**, Geneva time.

2. In accordance with the conclusions of the IPG-2, the Bureau received modified requirements from a substantive number of Member States. The Bureau is now processing the received files and gradually publishes them on its web site, <http://www.itu.int/ITU-R/terrestrial/pub-reg/rrc06/dr/dr1/index.html>. As the submission of modified requirements, prior to the commencement of RRC-06, was not envisaged by the RRC-04, the matter will be presented to the Conference, in its early stages, for its decision on the use of these modified requirements for the purpose of conducting the first planning iteration during RRC-06.

3 The IPG-2 also considered issues related to the submission of administrative declarations for the conduct of the first planning iteration at RRC-06, which will be related to the modified requirements, and modified the format of the administrative declarations that will be used for the planning process at RRC-06 (including the first iteration). This Addendum deals with implementation aspects regarding the

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<sup>1</sup> *This Circular Letter is primarily addressed to the Member States of Region 1 (except Mongolia) and to the Islamic Republic of Iran. It is for information only for other Member States.*

submission of administrative declarations related to the modified digital requirements, in the new format, for the purpose of conducting the first planning iteration during RRC-06, as decided by IPG-2. It is recalled that these actions are conducted on an informal basis, with a view to facilitating the conduct of the first planning iteration, and they would need to be considered by the RRC-06, during the first few days, with a view to their confirmation or modification.

4 With this background, the Bureau prepared guidelines for submission of administrative declarations for the first planning iteration at the RRC-06, in the new format decided by IPG-2. These guidelines are given in **Annex 1** of this Addendum to Circular Letter CR/254.

5. The date limit for submission, in electronic format, as suggested by IPG-2, is **19 May 2006 at 1800 hours**, Geneva time. However, administrations are invited to submit their administrative declarations well before the indicated deadline, to allow sufficient time to process them. It is to be noted that the above-indicated deadline will be considered and decided by the RRC-06.

6 Given the fact that the format of the administrative declarations was changed by IPG-2, the administrations would need to review the previously submitted administrative declarations (i.e., the ones that were used for the first and second synthesis of the draft Plan) and to reformulate them in the new electronic format. In this process, the administrations would need to ascertain the continued relevance, or otherwise, of the given administrative declaration from the viewpoint of the modifications to the administration's own requirements and the modifications to the requirements of the other involved administrations. Additional administrative declarations may also be required, to take account of the modifications to the requirements for the first iteration and the changes to the reference situation regarding analogue television broadcasting (ATV) and other primary terrestrial services (OPS). It is recalled that the reference situations for the ATV and OPS, associated with the reference situation date of 31 October 2005, have been slightly amended so as to take account of the necessary rectifications, as requested by the concerned administrations, and the changes resulting from the decisions of the IPG-2. The reference situation associated with the reference date of 15 March 2006, as suggested by IPG-2, is still to be established.

7 For the conduct of the first iteration at RRC-06, administrations shall submit the complete set of administrative declarations in the new electronic format. Administrations are strongly recommended to use the relevant BR validation software in this respect. The latest version of this software can be downloaded from:

[http://www.itu.int/ITU-R/terrestrial/pub-reg/rrc/software/RRC\\_AD\\_Val4Adm\\_ver1.1.zip](http://www.itu.int/ITU-R/terrestrial/pub-reg/rrc/software/RRC_AD_Val4Adm_ver1.1.zip)

8 The administrative declarations received will be validated and gradually posted on a dedicated web page on the ITU website, together with the relevant validation reports. The matter will be presented to the RRC-06, during the first few days, for consideration.

9 The Bureau remains at the disposal of your Administration for any clarification you may require with respect to the subjects covered in this Circular Letter.

Yours faithfully,

V. Timofeev  
Director, Radiocommunication Bureau

## Annex: 1

### Distribution:

- Administrations of Member States of the ITU
- Members of the Radio Regulations Board

## ANNEX

### **Guidelines for submission of the administrative declarations for the purpose of conducting the first planning iteration at RRC-06**

#### **1 Scope**

For the purpose of conducting the first planning iteration at RRC-06, administrations shall submit administrative declarations using the concept of individual (pair-wise) or global declarations, described in Circular Letter CR/246 and its Addendum 1 (dated 20 October 2005 and 1 November 2005, respectively), in the new data format as described hereunder. It is recalled that, if the declarations involve two administrations, they will be effective only if both involved administrations submit symmetrical declarations. The symmetry is particularly relevant in the case of global declarations, where the declaration of the type “One-to-all” from one administration would need to be submitted as a declaration of the type “All-to-one” from the other involved administration. It is recalled that, in the case of internal declarations, there is no need for submission of symmetrical internal declarations.

#### **2 Description and format of data items**

2.1 The administrative declarations are receivable in electronic format only.

2.2 In addition to the data items described in Addendum 1 to Circular Letter CR/246, IPG-2 introduced two additional data fields:

- The first new field corresponds to the intent or action requested for each declaration (i.e. Add/Modify/Suppress). However, the action Modify or Suppress would only apply as from the submission for the second planning iteration. Therefore, for the first iteration all records should be notified as “Add” (see §2.3 hereunder).
- The other new field has been added to allow administrations to indicate if the administrative declarations are qualified as conditional (see Annex 2A of IPG-2 Report).

2.3 With reference to the file format described in Circular Letter CR/246, the new fields should be added as follows:

- The indication of the intent (Add/Modify/Suppress) should be placed at the beginning of each line. Administrations should indicate the action to be taken using the following codes:  
A=Add, M=Modify or S=Suppress
- The indication that a declaration is conditional is to be added before the field “remarks”. Administrations should indicate with a “Y” that the corresponding administrative declarations are conditional. Any other value different from “Y” will imply that the corresponding administrative declarations are unconditional.

2.4 It is recalled that all data items are mandatory, except the “remarks” field.

### **3 Submission of administrative declarations**

3.1 For the conduct of the first planning iteration at RRC-06, administrations shall submit a consolidated single file using the new format, which should contain all their administrative declarations that shall be used for the first planning iteration. This course of action became necessary in view of the following:

- More than 80 administrations modified their requirements for the first planning iteration and, in many cases, the modified requirements contain additions. Such a large number of modified requirements necessitate a review of the previously submitted administrative declarations, both the individual and global declarations that are associated with the digital requirements.
- There were some slight changes to the reference situation for both the analogue television broadcasting service and for other primary terrestrial services. These changes also necessitate a review of the previously submitted administrative declarations, both the individual and global declarations that are associated with the analogue television and other primary terrestrial services.

3.2 When preparing the file to be submitted to the BR, administrations should take into consideration the recommendations indicated in Annex 2B of IPG-2 Report (except item 2.4 which is no longer applicable).

3.3 Those administrations of the Member States that did not modify their requirements may confirm the validity of the previously submitted administrative declarations, provided that all other Member States quoted in these declarations did not modify their requirements. In such cases, the administrations concerned may send a simple statement to the Bureau in this respect. The statement may contain an indication as to whether the declarations involving other Member States could be considered as conditional or unconditional, so that the Bureau could amend these declarations with a view to making them compliant with the new format decided by IPG-2. If no indication is provided in this respect, the Bureau will annotate all the concerned administrative declarations as unconditional.

3.4 The cases of administrations submitting modified requirements for the first iteration at RRC-06, but not submitting administrative declarations in the new format, will be presented to RRC-06 for consideration.

### **4 Submission procedure**

Administrations that submit their administrative declarations before the start of the Conference (i.e. by 12 May 2006), shall send them by email to [brmail@itu.int](mailto:brmail@itu.int).

As from the start of the Conference, the submission of data concerning administrative declarations (as well as digital requirements) shall be done only via the dedicated "RRC-06 Web submission system". An information document with further details will be distributed at the beginning of the Conference.

## 5 Examples of administrative declaration files

The examples below are based on the examples published in Addendum 1 to Circular Letter CR/246. The new fields are shown in bold and underlined for ease of reference.

### 5.1 Example for flat text file

A;SUI;RC06;SGH758;AUT;RC06;ORF999;Y;(agreed on 20051019)  
A;SUI;RC06;SGH758;AUT;ST61;061010278;N;(original ST61 Plan)  
A;SUI;ST61;061040210;D;RC06;ZDF1101;N; (natural obstacle)  
A;SUI;RC06;SGH758;CZE;RC06;ALL;Y; (agreed on 20050922)  
A;SUI;RC06;SGH758;CZE;ATV;ALL;Y; (agreed on 20050922)  
A;SUI;RC06;ALL;HNG;RC06;ALL;N; (global compatibility)  
A;SUI;RC06;ALL;HNG;ATV;ALL;N; (global compatibility)  
A;SUI;RC06;ALL;HNG;OPS;ALL;N; (global compatibility)  
A;SUI;ATV;ALL;HNG;RC06;ALL;\_; (symmetrical declaration)

### 5.2 Example for MS Excel format file

<u>A</u>	SUI	RC06	SGH758	AUT	RC06	ORF999	<u>Y</u>	(agreed on 20051019)
<u>A</u>	SUI	RC06	SGH758	AUT	ST61	061010278	<u>N</u>	(original ST61 Plan)
<u>A</u>	SUI	ST61	061040210	D	RC06	ZDF1101	<u>N</u>	(natural obstacle)
<u>A</u>	SUI	RC06	SGH758	CZE	RC06	ALL	<u>Y</u>	(agreed on 20050922)
<u>A</u>	SUI	RC06	SGH758	CZE	ATV	ALL	<u>Y</u>	(agreed on 20050922)
<u>A</u>	SUI	RC06	ALL	HNG	RC06	ALL	<u>N</u>	(global compatibility)
<u>A</u>	SUI	RC06	ALL	HNG	ATV	ALL	<u>N</u>	(global compatibility)
<u>A</u>	SUI	RC06	ALL	HNG	OPS	ALL	<u>N</u>	(global compatibility)
<u>A</u>	SUI	ATV	ALL	HNG	RC06	ALL		(symmetrical declaration)