



Radiocommunication Bureau

(Direct Fax N°. +41 22 730 57 85)

Circular Letter
CR/288

17 July 2008

To Administrations of Member States of ITU

Subject: Implementation of Resolution 647 (WRC-07): Data formats for submission of information with a view to their inclusion in the database of available frequencies/frequency bands for use in emergency situations – terrestrial services

References: Resolution 647 (WRC-07): Spectrum management guidelines for emergency and disaster relief radiocommunication
BR Circular letter CR/281 (13 March 2008)
BR Circular letter CR/283 (6 May 2008) and its Corrigendum 1 (13 May 2008)

To the Director-General

Dear Sir/Madam

1 Through Resolution 647 (WRC-07), WRC-07 resolved to encourage administrations to consider global and/or regional frequency bands/ranges for emergency and disaster relief when undertaking their national planning and to communicate this information to the Bureau. WRC-07 also resolved to encourage administrations to maintain available frequencies for use in the very early stages of humanitarian assistance intervention for disaster relief. In addition, WRC-07 instructed the Director of the Radiocommunication Bureau “to assist Member States with their emergency communication preparedness activities by establishing a database of currently available frequencies for use in emergency situations, which are not limited to those listed in Resolution **646 (WRC-03)**, and by issuing an appropriate listing, taking into account Resolution ITU-R 53 of the Radiocommunication Assembly (Geneva, 2007)”.

2 After consideration of the relevant issues within several ITU-R fora, the Bureau addressed the issue of the establishment of the database of available frequencies/frequency bands for use in emergency situations, in the context of terrestrial services, in Circular Letter CR/281 dated 13 March 2008, which also contained the initial Bureau’s proposal regarding the concept and the contents of the database in this respect. The Bureau accordingly invited comments and suggestions on the concept and contents of the database for use in the context of terrestrial services. The aspects regarding the implementation of Resolution **647 (WRC-07)** in the context of space services were subsequently addressed in Circular Letter CR/283 of 6 May 2008 and in its Corrigendum 1 of 13 May 2008.

3 The comments submitted from administrations of the Member States generally supported the Bureau's proposal regarding the concept and the contents of the database for use in the context of terrestrial services. Therefore, and taking into consideration the comments received, the Bureau finalized the notification formats for submission of data with a view to their inclusion in the database of available frequencies/frequency bands for use in emergency situations, in the context of terrestrial services. The relevant submission form and the necessary guidance, for electronic submission of data, are attached in Annex 1 to this Circular Letter and will be made available on the dedicated webpage indicated in paragraph 5 hereunder.

4 Administrations are hereby invited to submit the relevant data to the Radiocommunication Bureau as soon as possible and to take appropriate measures to keep the information up to date. Administrations are strongly encouraged to submit information concerning all data elements for each record, irrespective as to whether they are indicated as mandatory or optional, to facilitate the use of these data in emergency situations. All submissions are to be provided in electronic format, either in Excel or in ASCII format, and addressed to:

Director of the Radiocommunication Bureau, ITU
Place des Nations
CH-1211 Geneva 20, Switzerland
Direct Telefax. No.: +41 22 730 5785
Email: brmail@itu.int

5 For retrieval of the data submitted in this respect, the Bureau created a dedicated webpage at the following address: <http://www.itu.int/ITU-R/terrestrial/res647/index.asp>¹. In this connection, the Bureau established the following policy regarding the availability of the data submitted by the administrations:

5.1 The on-line query to the database of the available frequencies/frequency bands for use in emergency situations will be made available without restrictions.

5.2 The complete information of available frequencies/frequency bands for each administration including the information regarding its spectrum management practices for emergency and disaster relief radiocommunications will be available for download by TIES registered users only.

6 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,

Valery Timofeev
Director, Radiocommunication Bureau

Annexes: 2

Distribution:

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

¹ The URL address may be changed at a later stage, depending on possible reorganization of the ITU website.

Annex 1

Data elements for electronic submission of information related to terrestrial services in the context of Resolution 647 (WRC-07)

Important Note: This information is to be provided only in ISO-8859-1 (Latin-1) character set, in view of the current constraints of the ITU data processing systems.

Field	Field Name	Length (Max.)	Remark
AC*	Action Code	1	Notification intended for: "A" - <u>Add</u> to the database "S" - <u>Delete</u> from the database
1*	Notifying Administration	3	The 3 letter symbol as designated by the ITU. Reference: Preface to BRIFIC-terrestrial (http://www.itu.int/ITU-R/publications/brific-ter/preface/PREFACE-EN.PDF)
2*	Country or Geographical area	3	The 3 letter symbol as designated by the ITU. Reference: Preface to BRIFIC-terrestrial (http://www.itu.int/ITU-R/publications/brific-ter/preface/PREFACE-EN.PDF)
3*	Contact information	200	Key contact information (name, telephone and fax numbers, email, focal point (if any), etc.)
4*	Specific frequency or frequency band available	25	Specified in kilohertz (kHz), megahertz (MHz) or gigahertz (GHz)
5	Authorized call signs	17	Reference: Article 19 and Appendix 42 of the Radio Regulations
6	Class of station(s)	10	Reference: Preface to BRIFIC-terrestrial (http://www.itu.int/ITU-R/publications/brific-ter/preface/PREFACE-EN.PDF)
7	Designation of emission	9	Bandwidth and class of emission authorized for use in the indicated frequency or frequency band Reference: Appendix 1 of the Radio Regulations
8	Authorized mode of operation	2	Authorized mode of operation on the indicated frequency or frequency band (e.g. simplex or duplex), symbols to be used: D – duplex HD – half-duplex S – simplex
9	Maximum authorized transmitter power (in dBW)	14	The power delivered to the antenna
10	Authorized time-of-day operation	3	Authorized time-of-day operation on the indicated frequency or frequency band (e.g. HJ (day time), HN (night time), H24 (day and night))
11	Remarks	200	Observations regarding the use of the indicated frequency or frequency band

NOTE 1 – Data items indicated with an asterisk (*) are mandatory. Other data elements are optional, but administrations are strongly recommended to submit these data as well.

NOTE 2 – Multiple values for one data item should be separated by a comma (,)

Annex 2

Examples of an electronic submission of data for inclusion in the database

1. Excel format

AC	1	2	3	4	5	6	7	8	9	10	11
A	MLA	MLA	Malaysian Communications and Multimedia commission (SKMM), 63000 Cyberjaya, Selangor Darul Ehsna, Malaysia Tel.: +603 8688 8000 Fax.: +603 8688 1001 e-mail: marisb@cmc.gov.my	3.83000 MHz	9MA – 9MZ	FX	3K00J3E--	D	20dBW	H24	

2. ASCII format

Field delimiter: Semicolon (;)

A;MLA;MLA; Malaysian Communications and Multimedia commission (SKMM) 63000 Cyberjaya, Selangor Darul Ehsna, Malaysia, Tel.: +603 8688 8000, Fax.: +603 8688 , 1001, e-mail: marisb@cmc.gov.my; 3.83000 MHz; 9MA – 9MZ; FX; 3K00J3E; D; 20dBW; H24;
