**Radiocommunication Bureau (BR)**

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| Circular Letter  **CR/511** | | 10 December 2024 |
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| **To the Administrations of ITU Member States** | | |
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| Subject: | **Submission of Appendix 4 information for space services to the Radiocommunication Bureau, and update of related BR space software and SNS databases (version 10.0)** | |
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The World Radiocommunication Conference (Dubai, 2023) (WRC-23) revised Appendix **4** to the Radio Regulations, with a date of entry into force on 1st January 2025.

The Radiocommunication Bureau is pleased to inform your administration that a restructured Space Network System database version 10.0 (SNS 10.0) and the accompanying BR space software (Space Applications Manager (SAM), SpaceCap, BRSIS-Validation, BRSIS-Query, BRSIS-SRSConvert, GIBC, BRSIS-Publication, SpaceCom, GIMS, etc.), fully reflecting all the modifications and additions made by WRC-23 to Appendix **4**, are now available on the ITU website

<https://www.itu.int/ITU-R/go/space-software/en> (software only)

and will be available on BR IFIC (Space services) 3037 / 07.01.2025 and subsequent issues.

The purpose of this circular letter is to provide administrations and other users with information and guidance on the Space Network System database version 10.0 (SNS 10.0) and the accompanying BR space software.

**Data format in BR IFIC (Space services)**

Starting with BR IFIC (Space services) 3037 / 07.01.2025, the IFICXXXX.mdb, SPS\_ALL\_IFICXXXX.mdb and 30B\_XXXX.mdb databases (where ‘XXXX’ represents the number of that specific BR IFIC) will be made available in SNS 10.0 format in each issue of the BR IFIC (Space services).

The detailed description of the database format for SNS 10.0 can be found in Section III of the Preface to the BR IFIC (Space Services), distributed together with each BR IFIC.

**Submission of satellite notices to the Bureau**

As from 1st January 2025, administrations are required to use the new BR space software version 10.0 when submitting to the Bureau all notices under Articles **9** and **11**, Appendices **30**, **30A** and **30B** and Resolutions **49** **(Rev.WRC-23)**, **552** **(Rev.WRC-23)** and **553** **(Rev.WRC-23)**, as well as Resolutions **8** **(WRC-23)** and **35** **(Rev.WRC-23)**, in application of the procedures of the Radio Regulations related to space services.

Administrations are reminded that, in accordance with the rules of procedure on receivability, all the abovementioned notices shall be submitted using the ITU web interface “e-Submission of satellite network filings” available at:

<https://www.itu.int/ITU-R/go/space-e-submission>

From 1st January 2025, the system will only accept the upload of notices in the SNS 10.0 format.

Administrations are advised to use the conversion tool BRSIS-SRSConvert, as necessary, to convert the data contained in an existing SNS 9.1 database into the new SNS 10.0 format, noting that there are a number of new mandatory data items added in SNS 10.0 format that should also be captured.

Administrations should also run the validation software (BRSIS-Validation 10.0) on the new SNS 10.0 format database before submitting their notices. As noted in §3.4 of the rules of procedure on the receivability of space services notices, administrations are encouraged to run the validation software (BRSIS-Validation 10.0) themselves prior to submitting electronic Appendix **4** notices to the Bureau in order to identify any missing mandatory information or mistake and to resolve any inconsistencies in the notices before they are submitted.

Administrations should ensure that the submission database conforms to the format published in Section III, Chapter 1, of the Preface (Space services). Electronic notices submitted to the Bureau that do not conform to the SNS 10.0 structure received on or after 1 January 2025 will be returned to the notifying administrations, with the exception of SpaceCom databases/comments as explained in the following section.

**Comment files generated by SpaceCom**

It should be noted that the Bureau’s software application for submitting comments, SpaceCom 10.0, will work only with databases in SNS 10.0 format. Since the database for special sections published up to and including 3036 / 10.12.2024 is distributed in SNS 9.1 format, and comments on those special sections are to be provided within 4 months as from the date of publication of the respective BR IFICs, administrations should use SpaceCom 9.1 to prepare their comments on the databases in SNS 9.1 format.

**Additional Guidance and Specific Instructions for Submissions**

The Bureau will be making available additional guidance and specific instructions for various submissions, including those relating to Resolutions **8** **(WRC-23)**, **35** **(Rev. WRC-23)**, **121** **(WRC-23)**, **123** **(WRC-23), 679** **(WRC-23)** on the following website:

<http://www.itu.int/go/space-submission-instructions>

Administrations are encouraged to visit the above website when preparing a new submission to the Bureau from 1st January 2025.

**Support and Contacts**

The Bureau remains at your administration’s disposal, via the [brmail@itu.int](mailto:brmail@itu.int) address, for any clarification it may require with respect to the content of this circular letter. More information will be made available at the website of the Space Services Department:

<https://www.itu.int/en/ITU-R/space>

Queries relating to the software’s installation and functionality may be addressed to the ITU contact person, Mr. Miroslav Ćosić, telephone: +41 22 7306260, e-mail [brsas@itu.int](mailto:brsas@itu.int).

Mario Maniewicz

Director

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