



Radiocommunication Bureau (BR)

Circular Letter
4/LCCE/144

25 May 2026

To Administrations of Member States of the ITU, Radiocommunication Sector Members, ITU-R Associates and ITU Academia participating in the work of Radiocommunication Study Group 4

Subject: **Meetings of Working Parties 4A and 4C (Geneva, 6-10 July 2026)**

- **Working Party 4A: Efficient orbit/spectrum utilization for FSS and BSS**
- **Working Party 4C: Efficient orbit/spectrum utilization for MSS and RDSS**

1 Introduction

By means of this Circular Letter, I wish to announce that meetings of ITU-R Working Parties 4A and 4C will take place in Geneva, Switzerland on the dates indicated in the table below:

Groups	Meeting dates	Opening session
Working Party 4A	6 – 10 July 2026	Monday, 6 July 2026 at 0900 hours
Working Party 4C	6 – 10 July 2026	Monday, 6 July 2026 at 0900 hours

2 Programme of the meetings of Working Parties

This meeting of Working Party 4A* will focus only on **WRC-27 agenda item 1.5** and the meeting of Working Party 4C will focus only on **WRC-27 agenda item 1.13**.

Draft agendas for the meetings are contained in the Annex.

A light structure of the Working Parties will be employed, consisting of a Plenary meeting and meetings of the sub-ordinate group.

The Working Parties will conduct their work in English.

The working hours of the meetings will be from 0900 to 1700 hours (Geneva time), a more precise time schedule will be included in the ADM documents of the meeting.

3 Contributions

According to the decision of Study Group 4 of 15 May 2026, the meetings will be held with no new input contributions.

* Working Party 4A will hold an additional meeting (fully virtual) focusing only on WRC-27 agenda item 1.2 at different dates that will be announced separately, by means of a Circular Letter.

Any contributions received after the April/May 2026 meeting of WPs 4A and 4C will be considered at the October 2026 meetings.

4 Documents

The work of the Working Parties will be based on input contributions received before the end of the April/May 2026 meeting and the relevant Annexes of the Chair Report, including any proposal from the Chair.

5 Registration/Visa requirements/Accommodation

Registration to this event is mandatory and will be carried out exclusively online via Designated Focal Points (DFPs) for ITU-R event registration. **Participants must first complete an online registration form and submit their registration request for approval by the corresponding focal point.** Participants require an ITU account for this purpose and are strongly encouraged to register early and to indicate **if they intend to attend the meeting in person or remotely.**

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

Please note that for meetings in Geneva, visa support must be requested during the online registration process and may take up to 21 days. Please see <https://www.itu.int/en/ITU-R/information/events/Pages/visa.aspx> for further information.

6 Remote participation and webcast

Access to meeting sessions is restricted to event registered participants only and can be accessed from the webpage for remote participation:

<https://www.itu.int/en/events/Pages/Virtual-Sessions.aspx>

These virtual meeting session connections will become available 30 minutes before the starting time of each session.

Due to the **extraordinary nature of this meeting** and the difficulty for some administrations to attend in person, also noting the intent of facilitating detailed discussions by seeking a wider consensus including both physical and remote participants, any items on which the consensus could not be reached (excluding liaison statements) are to be deferred and considered at the subsequent meeting in October 2026.

For those interested in following the proceedings of ITU-R meetings remotely, an audio webcast of the Working Party plenary sessions will be provided. Participants do not need to register for the meeting to use the webcast facility, however TIES access is required.

For further questions relating to this Circular Letter, please contact Mr Nick Sinanis, Study Group 4 Counsellor, at nick.sinanis@itu.int.

Mario Maniewicz
Director

Annex

Draft agenda for the meeting of Working Party 4A

(Geneva, 6 – 10 July 2026)

- 1** Opening remarks
- 2** Approval of the agenda
- 3** Relevant part addressing WRC-27 a.i. 1.5 of the Report of the last meeting of Working Party 4A (Document [4A/1064](#))
- 4** Review of liaison with other Working Parties
- 5** Working structure and assignment of documents
- 6** Working program for the meeting
- 7** Other business

M. NDI
Chair, Working Party 4A

Draft agenda for the meeting of Working Party 4C

(Geneva, 6 – 10 July 2026)

- 1** Opening remarks
- 2** Approval of the agenda
- 3** Relevant part addressing WRC-27 a.i. 1.13 of the Report of the last meeting of Working Party 4C (Document [4C/744](#))
- 4** Review of liaison with other Working Parties
- 5** Working structure and assignment of documents
- 6** Working program for the meeting
- 7** Other business

N. KAWAI
Chair, Working Party 4C