



Radiocommunication Bureau (BR)

Circular Letter
5/LCCE/53

1 December 2014

**To Administrations of Member States of the ITU, Radiocommunication Sector Members,
ITU-R Associates participating in the work of Radiocommunication Study Group 5
and ITU-R Academia**

Subject: **Extraordinary meeting of Working Party 5B**

- **Maritime mobile service including Global Maritime Distress and Safety System (GMDSS); aeronautical mobile service and radiodetermination service**

1 Introduction

The 2014 Plenipotentiary Conference adopted Resolution COM 5/1 on global flight tracking for civil aviation which resolved “to instruct WRC-15, pursuant to No. 119 of the ITU Convention, to include in its agenda, as a matter of urgency, the consideration of global flight tracking, including, if appropriate, and consistent with ITU practices, various aspects of the matter, taking into account ITU-R studies”. This Resolution was brought to the attention of WP 5B via a note from the Director of the Radiocommunication Bureau that also invited WP 5B and WP 4C (Docs. [5B/758](#) and [4C/380](#)) to complete, as a matter of urgency, the corresponding studies, including any guidance on possible courses of action to be taken by WRC-15.

In order to progress the work on this urgent issue WP 5B agreed to hold in 2015 an extraordinary meeting with a limited agenda. This limited agenda meeting will progress work on the corresponding studies, including any guidance on possible courses of action to be taken by WRC-15.

By means of this Circular Letter, we wish to announce that the extraordinary meeting of WP 5B will take place in the ITU Headquarters in Geneva from 11 to 15 May 2015 (see the table below):

Groups	Meeting dates	Deadline for contributions 1600 hours UTC	Opening session
Working Party 5B	11 - 15 May 2015	Monday, 4 May 2015	Monday 11 May 2015 at 09.30 hours

Participants from WP 4C are also kindly invited to attend and contribute to this extraordinary meeting of WP 5B.

2 Programme of the meeting

The draft agenda for the meeting is contained in the Annex.

The Working Party will conduct its work in English.

3 Contributions

Contributions in response to the agenda of this extraordinary meeting of WP 5B are invited. These will be processed according to the provisions laid down in Resolution ITU-R 1-6.

The membership is encouraged to submit contributions (including revisions, addenda and corrigenda to contributions) in order for them to be received 12 calendar days prior to the start of the meeting. The deadline for reception of contributions is seven 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.** Submissions received later than these deadlines cannot be accepted. Resolution ITU-R 1-6 provides that contributions which are not available to participants at the opening of the meeting shall not be considered.

In order to avoid confusion, when you submit contributions for this meeting please clearly indicate to the BR secretariat that they are inputs to the extraordinary meeting of WP 5B.

Participants are requested to submit contributions by electronic mail to: rsg5@itu.int. A copy should also be sent to the Chairman of Working Party 5B and to the Chairman and Vice-Chairmen of Study Group 5. The pertinent addresses can be found on:

<http://www.itu.int/go/rsg5/ch>

<http://www.itu.int/go/rwp5b/ch>

4 Documents

Contributions will be posted "as received" within one working day on the Working Party webpage established for this purpose. The official versions will be posted on <http://www.itu.int/md/R12-WP5B-C/en> within 3 working days.

In agreement with the Chairman of Working Party 5B **the 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 floor and first floor of the Montbrillant building for delegates who wish to print documents. In addition, a limited number of laptops are available for those who do not have one. Please enquire at the Service Desk (servicedesk@itu.int) for further information.

5 Remote participation

In order to facilitate remote participation in ITU-R meetings an audio webcast of the Working Party plenary sessions will be provided through the ITU Internet Broadcasting Service (IBS).

Remote participants wishing to actively participate (e.g. to introduce a contribution) will need to register in advance for the meeting (see section 6) and coordinate their active participation at least one month prior to the meeting with the responsible Counsellor.

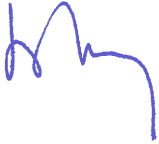
Further information regarding remote participation can be found at:

www.itu.int/ITU-R/go/rsg-remote/

6 Participation/Visa requirements/Accommodation

Advance registration to ITU-R events is mandatory and carried out exclusively online through Designated Focal Points (DFPs). Each ITU-R Member has been requested to designate a DFP responsible for the handling of all registration formalities, including visa support requests that should also be submitted by the DFP during the on-line registration process. Individuals wishing to be registered to an ITU-R event should directly contact the DFP for their entity. The list of ITU-R DFPs (TIES protected) as well as detailed information on event registration, visa support requirements, hotel accommodation, etc. can be found at:

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



François Rancy
Director

Annex: 1

Distribution:

- Administrations of Member States of the ITU and Radiocommunication Sector Members participating in the work of Radiocommunication Study Group 5
- ITU-R Associates participating in the work of Radiocommunication Study Group 5
- ITU-R Academia
- Chairman and Vice-Chairmen of Radiocommunication Study Group 4 and 5
- Secretary General of the ITU, Director of the Telecommunication Standardization Bureau, Director of the Telecommunication Development Bureau

ANNEX

Draft agenda for the extraordinary meeting of Working Party 5B

(Geneva, 11 - 15 May 2015)

- 1** Opening remarks
- 2** Approval of the draft agenda
- 3** Report of the 14th meeting of Working Party 5B (Document [5B/761](#))
- 4** CPM15-2 considerations of PP-14 Resolution COM 5/1
- 5** Working structure and document assignment
 - 5.1** Report on global flight tracking
 - 5.2** Report on ADS-B via satellite
- 6** Any other business

J. METTROP
Chairman, Working Party 5B
