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| **Radiocommunication Advisory Group Geneva, 24-27 June 2014** |  |
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|  | **Document RAG14-1/8-E** |
| **29 May 2014** |
| **Original: English** |
| Director, Radiocommunication Bureau | |
| DateS of the first session of the COnference Preparatory meeting (CPM) for the World Radiocommunication Conference (WRC) | |

# 1 Introduction

The following information from the Council was reported to the 20th meeting of RAG held on 22‑24 May 2013, regarding the best time to hold the first session of the CPM (CPM-1), either immediately after the WRC or on the Monday of the following week (see § 2.1 of [Doc. RAG13‑1/1](http://www.itu.int/md/R13-RAG13-C-0001/en)): “It was suggested that, in the interests of expediency, the first session of the CPM (CPM-1) should be held immediately after the WRC signing ceremony and continue on the Saturday following the end of the conference, thus, avoiding delegations having to spend the whole weekend at the venue waiting for CPM-1 to begin in the following week. Others considered that delegates should be able to rest over the weekend. This topic will be further studied in view of the past and recent experiences and will be reported at the 2014 meeting of the RAG.”

The RAG concluded that the matter should be further analysed in the light of the past and recent experiences, and invited the Director to report on the results of his analysis to the next RAG meeting (see § 6.2 of the Annex to [BR CA/211](http://www.itu.int/md/R00-CA-CIR-0211/en)).

The purpose of this document is to provide the requested information based on the situations at the end and after the last four WRCs. In Section 2 below, the usual activities of CPM-1 are recalled together with a short description on what has happened at the end of the last two conferences, i.e. for CPM11-1 after WRC-07 and for CPM15-1 after WRC-12. In addition, the scheduling of the plenary sessions during the last two days of the last four WRCs is summarized in the Annex to this document. In Section 3, a summary is provided and possible conclusions are suggested for consideration by the RAG.

# 2 Organization and activities of the first session of the CPM

The Conference Preparatory Meeting (CPM) for World Radiocommunication Conferences (WRCs) is described in [Resolution ITU-R 2-6](http://www.itu.int/pub/R-RES-R.2-6-2012).

Taking into account the principles and scope of the CPM contained in the resolves part of the Resolution and considering in particular the first session of the CPM, the working methods for the CPM described in Annex 1 to that Resolution stipulate that:

[Resolution ITU-R 2-6](http://www.itu.int/pub/R-RES-R.2-6-2012) - Annex 1 -   
“2 CPM will normally hold two sessions during the interval between WRCs.

2.1 The first session will be for the purpose of coordinating the work programmes of the relevant ITU‑R Study Groups, and preparing a draft structure for the CPM Report, based on the agenda for the next two WRCs, and for taking into account any directives which may have come from the previous WRC. This first session will be of short duration (in general, no more than two days) and will normally be held straight after the end of the preceding WRC). The Study Group Chairmen and Vice-Chairmen will be invited to participate.

2.2 The first session will identify issues for study in preparation for the next WRC and, to the extent necessary, for the subsequent WRC. These issues should be derived from the draft and provisional Conference agendas and should, as far as possible, be self-contained and independent. For each issue a single ITU‑R group (which could be a Study Group, Task Group or Working Party, etc.) should be identified to take responsibility for the preparatory work, inviting input and/or participation from other concerned\* ITU‑R groups as necessary. As far as possible, existing groups should be used for this purpose, with new groups being established only where this is considered to be necessary.

\* A concerned ITU‑R group may be either a contributing group on a specific item, or an interested group that will follow the work on a specific issue and act as appropriate.”

“4 The Chairman or CPM may appoint Chapter Rapporteurs to assist in guiding the development of the text that will form the basis of the CPM Report, and to help with the consolidation of texts from the responsible groups into a cohesive draft CPM Report.”

Apart from the issue of the duration of CPM-1 in Section 2.1 above, the texts of the above-mentioned sections were not modified in substance at RA-07 and RA-12.

The following table provides information regarding the related activities at the end of the last two WRCs as well as at the subsequent CPM-1 meetings:

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| Title of the events | At WRC-07 or CPM11-1 | At WRC-12 or CPM15-1 |
| Date (time) of the Plenary meetings during the last two days of the WRC | Thu. 15/11/07 (0000 – 0610 h. and 0910 - 1650 h.) (Approval of final texts);  Fri. 16/11/07 (0910 - 0925 h.) (Declarations and reservations);  Fri. 16/11/07 (1630 – 1955 h.) (Additional declarations and reservation; Signature of the Final Acts; Closure of WRC). | Thu. 16/02/12 (0000 – 0545 h. and 1010 – 1050 h.) (Approval of final texts);  Thu. 16/02/12 (1955 - 2005 h.) (Declarations and reservations);  Fri. 17/02/12 (1525 – 1755 h.) (Additional declarations and reservation; Signature of the Final Acts; Closure of WRC). |
| Approval date (time) of the final resolutions related to the next WRC agenda items | Thu. 15/11/07 (between 0910 and 1650 hours) (see WRC-07 Doc. 435). | Between Wed. 15/02/12 (1935 h.) and Thu. 16/02/12 (0545 h.) (see WRC-12 Doc. 554). |
| Dates (time) of submission of relevant CPM-1 Contrib./Doc.  (Number of Contribution/Doc.) | From Fri. 16/11/07 (1139 h.) to Sun. 18/11/07 (1809 h.)  (9) | From Thu. 16/02/12 (2056 h.) to Sun. 19/02/12 (1408 h.)  (21) |
| Dates of CPM-1 | Mon. 19 & Tue. 20/11/07 | Mon. 20 & Tue. 21/02/12 |
| Date of CPM-1 decisions\* | Tuesday 20/11/07 | Tuesday 21/02/12 |

\* CPM-1 decisions on: Draft structure for the draft CPM Report; Appointment of the Chapter Rapporteurs; Identification of the ITU-R responsible and concerned groups and allocation of the work; others (e.g. JTG terms of reference).

In addition to the above-mentioned decisions, CPM-1 also decided on the structure of the draft CPM texts for the agenda items and the identified issues, as well as on the duties of the Chapter Rapporteurs and additional CPM working procedures to those in Resolution ITU-R 2-6 (see for instance Annex 5 to BR Administrative Circular [CA/201](http://www.itu.int/md/R00-CA-CIR-0201/en) in the case of CPM15-1).

Regarding the preparation for CPM15-1 (after WRC-12), a meeting of the CPM-15 Steering Committee (without the Chapter Rapporteurs which were not yet appointed) was held on Friday 17/02/12 from 1100 to 1230 hours, i.e. between the last two WRC-12 plenary meetings mentioned in the table above. The Chairmen of the ITU-R Study Groups were also invited to this CPM-15 Steering Committee meeting during which documents on the following items were prepared for CPM15-1:

– Draft agenda for CPM15-1

– Draft Table of contents and outline of the draft CPM Report to WRC‑15, as well as draft list of candidate Chapter Rapporteurs

– Draft Allocations of ITU-R preparatory work for WRC‑15 and WRC-18

– Draft tentative timetable for the preparation of WRC-15.

It should be noted also that a deadline for the receipt of contributions to CPM15-1 had been established earlier and included in [BR CA/200](http://www.itu.int/md/R00-CA-CIR-0211/en), as Friday 17 February 2012 at 16:00 hours UTC.

The scheduling of the plenary sessions during the last two days of the last four WRCs is summarized in the Annex to this document.

# 3 Summary and possible conclusions

3.1 In view of the information provided in Section 2 above, it seems necessary to wait until the last Thursday of the WRC for the approval of the final WRC resolutions related to the next WRC agenda items and thus related to the activities of CPM-1.

3.2 Taking into account the comments recalled in the introduction above, two options could be envisaged:

– Option 1: to continue holding CPM-1 on Monday and Tuesday of the week immediately after the WRC;

– Option 2: to hold CPM-1 on Friday and Saturday of the last week of the WRC.

3.3 (Possible Conclusion #1) PC#1 - Irrespective of the option and based on the actions taken for the preparation for CPM15-1, a meeting of the CPM Steering Committee (C.sc) could be proposed to be held after the end of the WRC Plenary meeting approving the final resolutions related to the next WRC agenda items and before the WRC Plenary meeting noting the “declarations and reservations”. This possible conclusion would also free the WRC of having to consider and deal with Study Groups/CPM duties not directly related to the work of the Conference.

3.4 The following table lists some possible issues which could be considered as advantages or disadvantages depending on the option, without considering direct or indirect cost implications:

| Possible issue | Option 1 – CPM-1 after WRC | Option 2 – CPM-1 end of WRC |
| --- | --- | --- |
| 3.4.1 – Time spent in Geneva | Disadvantage (more time) | Advantage (less time) |
| 3.4.2 – Rest period after the busy final days of WRC | Advantage (more rest) | Disadvantage (less rest) |
| 3.4.3 – Time between final relevant WRC decisions and CPM-1 for consultation and preparation of contributions | Advantage (more time) | Disadvantage (less time) |
| 3.4.4 – Uncertainty on CPM-1 schedule (i.e. linkage with the schedule of WRC final days) | Advantage (no uncertainty) | Disadvantage (uncertainty) |

3.5 PC#2 - The ITU-R membership could also be asked to provide contributions to the work of CPM-1 as soon as possible after the end of the WRC Plenary meeting approving the final resolutions related to the next WRC agenda items, so that all contribution would be received by the Secretariat not later than four (4) hours after the end of that WRC Plenary meeting, in order for all documents to be available at the opening of CPM-1.

3.6 PC#3 - On that basis, CPM-1 could be held after the WRC Plenary meeting considering the “declarations and reservations” and before final the WRC Plenary meeting and the closure of the WRC, i.e. a period of maximum 3 hours could then be devoted to the CPM-1 meeting on the last Friday of the WRC. It is expected that one or two additional sessions would be needed on the following Saturday to finalize the work of CPM-1.

3.7 If agreeable and if appropriate, the above-mentioned possible conclusions, which are highlighted in the Annex to this document on the schedules of the last four WRCs, might be proposed to be added in a draft revision of Resolution ITU-R 2-6 for consideration at the next meeting of the RAG and then at RA-15.

3.8 PC#4 - In addition and in order to expedite the work of CPM-1, activities such as those related to:

– the general structure of the draft CPM texts for the agenda items and the identified issues;

– the duties of the Chapter Rapporteurs;

– some additional CPM working procedures,

might be prepared earlier and, if appropriate, also proposed to be added in a draft revision of Resolution ITU-R 2-6 for consideration at the next meeting of the RAG and/or at RA-15.

Annex  
  
Illustration of possible conclusions with CPM-1 on the last two days of a WRC (in the cases of WRC-2000, WRC-03, WRC-07 and WRC-12)

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| LAST THURSDAY OF THE WRC | | | | | | | | | | | | | | | | | | | | | | | | LAST FRIDAY OF THE WRC | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| **For WRC-2000:** | | | | | | | | | | | | | | | | | | | | | | | | **For WRC-2000:** | | | | | | | | | | | | | | | | | | | | | | | |
| PLEN | | |  |  |  |  |  | PLEN | | | | | | | | | | | | | | | |  | D |  |  |  |  |  | C | C.sc | |  |  |  | N |  | A | [CPM-1] | | | END | | | |  |
| **For WRC-03 :** | | | | | | | | | | | | | | | | | | | | | | | | **For WRC-03:** | | | | | | | | | | | | | | | | | | | | | | | |
| PLEN | | | |  |  |  |  | PLEN | | | | | | |  | D | C.sc | | C |  |  | N |  | A |  |  |  |  |  |  |  | [CPM-1] | | |  |  | END | | | |  |  |  |  |  |  |  |
| **For WRC-07:** | | | | | | | | | | | | | | | | | | | | | | | | **For WRC-07:** | | | | | | | | | | | | | | | | | | | | | | | |
| PLEN | | | | | |  |  | PLEN | | | | | | | |  | D | C.sc | | C |  |  |  |  |  |  |  |  |  |  |  | N |  | A |  |  | [CPM-1] | | | END | | | |  |  |  |  |
| **For WRC-12:** | | | | | | | | | | | | | | | | | | | | | | | | **For WRC-12:** | | | | | | | | | | | | | | | | | | | | | | | |
| PLEN | | | | |  |  |  |  | P |  | D |  | C.sc | | C |  |  |  | N |  | A |  |  |  |  |  |  |  |  |  |  | [CPM-1] | | |  |  |  | END | | |  |  |  |  |  |  |  |

Legend:

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|  | PLENARY(IES) including final adoption of texts on 2nd reading (PLEN or P) (not including short breaks, e.g. lunch, etc.) |
|  | Deadline for declarations/reservations (D) (usually 2 hours after the closing of the plenaries on Final adoption of texts on 2nd reading) |
|  | SHORT PLENARY on Noting of declarations/reservations (N) |
|  | Deadline for Additional declarations/reservations (A) (usually 1 to 2 hours after the closing of the plenaries on Noting of decl./reserv.) |
|  | PLENARY on Noting of additional declarations/reservations, followed by SIGNING and CLOSING CEREMONY (END) |
|  | *[Possible meeting of the CPM Steering Committee (C.sc) with ITU-R SG Chairmen (see PC#1 described in § 3.3)]* |
|  | *[Possible deadline for receipt of contributions to CPM-1 (C) (see PC#2 described in § 3.5)]* |
|  | *[Possible first part of CPM-1 (with second part on the following Saturday, see PC#3 described in § 3.6)]* |
|  | Outside usual working hours |

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