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| **Radiocommunication Advisory Group Geneva, 26-29 March 2018** |  | |
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|  | | **Document RAG18/TEMP/4-E** |
| **28 March 2018** |
| **English only** |
| Chairman, RAG | | |
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SUMMARY OF CONCLUSIONS

| **Agenda Item** | **Subject** | **Conclusions** |
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| 1 | Opening remarks | The meeting was formally opened by the Chairman, Mr. Daniel Obam (Kenya). In line with the agenda of the meeting, and in absence of the Secretary-General, opening remarks were delivered by the Director of the BR. Mr. Obam expressed his appreciation to Member States and Sector Members for their contribution to the work of the RAG. He further invited RAG vice-chairs present in the meeting to introduce themselves. |
| 2 | Approval of the agenda  *(Doc. RAG18/ADM/1(Rev.1))* | The draft agenda in Doc. RAG18/ADM/1(Rev.1) was agreed without changes. The meeting also agreed with the proposed Time Management Plan. |
| 3 | Council-18 related matters  *(Doc. RAG18/1 + Add.2)* | RAG noted the information provided in the Director’s report on cost recovery for satellite network fillings, in particular regarding the study prepared by the BR, at the request of Council 2017, on the technical issues arising in connection with processing complex non-geostationary satellite (non-GSO) systems. RAG agreed that this highly sensitive issue should be treated with caution, as some issues related to non-GSO systems are studied in preparation for WRC-19 and the conference’s decisions may have an impact on the cost recovery procedure.  RAG also noted the information provided in the Director’s report on the processing of satellite filings, in particular the ongoing recruitment of three new engineers for the Space Services Department to help eliminate the delays in the processing of frequency assignment filings. The BR informed that due to the large number of acceptable candidatures received, the process is taking longer than expected and it is foreseen that the selected engineers will be joining the ITU during the summer. In response to a query on the reasons for the longer processing delays of satellite filings experienced lately, the Bureau explained that it was due to the filing of excessively large networks. It further noted that it had received 5 filings from one administration that are equivalent in terms of frequency assignments to the amount that the BR normally processes in one year. The Director noted that the recent software tools that allow to file entirely electronic submissions puts no physical barrier to extremely large filings. The only solution, in his opinion, would be to adjust the cost recovery mechanism to discourage this behavior. RAG invited the BR Director to provide information to the Council on these excessively large filings, so that it can be taken into account when discussing budget-related issues.  RAG noted that Council-17 considered again the topic of ITU’s role as supervisory authority of the international registration system for space assets under the Space Protocol, and observed that the final decision on the matter should be taken by the Plenipotentiary Conference later this year. It was mentioned that no country has ratified the Protocol yet, so it is highly unlikely that the Protocol would enter into force before the PP-18.  RAG noted the budget for the Radiocommunication Sector for 2018-2019 as approved by Council-17. The Chairman thanked the RAG for its important role in having the Council approve a budget increase for the BR that allowed to recruit additional engineers in the Space Services Department.  RAG noted that the RA-19 and WRC-19 will take place in Sharm el-Sheikh (Egypt), subsequent to a decision taken by Council-17, which was followed by a consultation of the Member States of ITU that resulted in the required majority to confirm this decision. The dates of both events and the agenda of WRC-19 are not changed by this decision. RAG also noted the results of the site visit carried out by ITU to the proposed venue, where special attention was given to the three main aspects considered key for a successful conference: Logistics (with emphasis on the size and number of available meeting rooms and interpretation facilities), IT facilities (with emphasis on ICT and audio-visual capabilities), and Safety and Security. RAG requested that the security of the participants when arriving and departing from Egypt be also given special attention. |
| 4 | Implementation of WRC-15 Decisions  *(Docs. RAG18/1, 9)* | RAG noted the actions undertaken so far by the Bureau to implement WRC-15 decisions relating to both space and terrestrial services, in particular the software development activities aimed at implementing Resolutions 907 and 908.  RAG considered Doc. RAG18/9 from Japan providing comments on the new system being developed for the implementation of Resolution 908, to which Japan is contributing financially. The document stresses the need for the BR to reinforce its resources for this type of development as well as the importance that Administrations participate actively in the external testing of the online submission system that started on February 2018.  RAG thanked Japan for its contribution to the implementation of Resolution 908, which has allowed the BR to recruit web developers and acquire dedicated servers, in addition to an engineer provided by Japan to assist in this project. |
| 5 | RA/WRC-19 preparation  *(Docs. RAG18/1, 7, 11, 12)* | RAG noted the report on the preparations for RA-19/WRC-19 and CPM19-2, in particular regarding the significant progress made by the ITU-R working parties and task group responsible for the preparatory studies on WRC-19 agenda items and/or related WRC Resolutions, as well as on the studies in response to ITU-R Resolutions for the preparation of RA-19. RAG also noted the successful results of the 1st ITU Inter-regional workshop on WRC-19 preparation held in Geneva on 21-22 November 2017, as well as those of the ITU WRC-19 Regional workshop for Region 2 held in Havana on 21-23 March 2018. These activities were held in addition to the preparatory work organized by the Regional Telecommunication Organizations, to which the BR has been providing support in accordance with Resolution 72 (Rev. WRC-07). RAG also noted the 2nd and 3rd ITU Inter-regional workshops on WRC-19 preparation planned to be held in late November 2018 and early September 2019 respectively. It also noted the planned dates for CPM19-2 on 18 to 28 February 2019.  RAG considered Doc. RAG18/7 from France, Germany and the Russian Federation on proposals aimed at improving the preparation of Administrations for the consideration of issues under WRC standing agenda items (AI) 7 and 9.2 towards increasing the Conference’s performance. The Director noted that the BR has already initiated the actions proposed in the document for AI 9.2 for the current cycle. RAG noted the contribution and encouraged the Director to accommodate the proposals for AI 9.2 included in the document as much as possible. RAG also noted ITU-R Working Party 4A’s internal informal agreement to follow the first proposal in the document for AI 7. RAG further noted that Administrations, if they so wish, could submit these proposals to the relevant bodies (CPM, RA, WRC) for their consideration.  RAG also considered Doc. RAG18/11 from the Russian Federation on streamlining of Plenipotentiary Conference Resolutions and those of ITU-R, ITU-T and ITU-D dealing with the same subject. Several RAG members expressed their support on the concept of streamlining. RAG invited the Director to refer to this matter in the report of the RAG to the Radiocommunication Assembly for its consideration and any required action, as appropriate.  RAG considered Doc. RAG18/12 from Germany proposing to amend Resolution 72 (Rev. WRC-07) to include the development and maintenance of an overall schedule covering all meetings and events related to the preparation of WRCs, to be provided by the BR. RAG supported the idea and noted that Germany might wish to submit a proposed revision of Resolution 72 to WRC-19. |
| 6 | Study Group activities  *(Docs. RAG18/1(Add.1), 8, 10)* | RAG noted the report on Study Group activities, in particular the progress achieved in the preparatory work for WRC-19. It also noted that the increased participation in Study Group meetings as well as the heavy schedule of ITU meetings combined with the limited availability of adequate-sized rooms in ITU, continued to pose logistical challenges for the scheduling of meetings of the ITU-R Study Groups and their associated Working Parties and sub-groups. The following improvements were proposed for the report on Study Group activities:  - to include newly approved Recommendations [ITU-R F.699-8](https://www.itu.int/rec/R-REC-F.699/en) and [ITU-R M.1851-1](https://www.itu.int/rec/R-REC-M.1851/en) to the table in section 6 of the document, in the rows dealing with “Fixed communications” and “Radars” respectively;  - to correct in Section 6.4 that 3 WP 5D Reports are actually in M series (i.e. Reports ITU-R M.2410, M.2411 and M.2412);  - to add to Section 7 the other activity on the effects of human exposure to radio frequencies with respect to ITU-D Question 7/2; and  - to reflect that the studies which are being carried out in response to ITU-R Resolutions can be found in the “Status of studies” documents available in “Related ITU-R text” part of each relevant Study Group webpage.  RAG considered Doc. RAG18/8 from China on the publishing of ITU-R Reports. The document requests that the ITU-R Reports be published as soon as possible, giving priority to those that are related to the CPM and WRC. The Deputy Director informed that the publications that have high priority in BR are those related to the RA/WRC/CPM as well as ITU-R Recommendations. The ITU-R Reports that are of an informative nature are treated during the time available between the most urgent publications. He further explained that some of the most important delays occur due to the fact that many Reports (given their size and their technical content including equations) need a very deep review to align the numbering of the figures/diagrams/tables in consistency with ITU-R format, which frequently requires to go back to the author several times for further verification. RAG noted the document and advised the Director to continue prioritizing the publication of documents related to the CPM and WRC.  RAG considered Doc. RAG18/10 from Japan on a proposed revision of the format of ITU-R Recommendations, mainly based on the guide used for drafting ITU-T Recommendations. RAG noted the document and observed that, should it receive news of difficulties encountered with the current format of ITU-R Recommendations, it would contemplate envisaging changes at that time. |
| 7 | Preparation of the ITU Strategic Plan 2020-2023  *(Doc. RAG18/5)* | RAG considered Doc. RAG18/5 containing the latest version of the draft ITU Strategic Plan 2020-2023 as prepared by the Council Working Group for Strategic and Financial Plans (CWG-SFP) during their 3rd meeting held in January 2018. RAG agreed on proposed amendments to the document as shown in Annex 1 and requested the Director to convey the proposed amendments to the CWG-SFP. |
| 8 | Draft Rolling Operational plan for 2019-2022 *(Docs. RAG18/1(Add.3), 4)* | RAG noted the key elements of the draft rolling Operational Plan for the ITU-R for the period 2019-2022, in particular the additional outcome indicators that were included for some objectives to better measure the impact of the related key performance indicator. In that regard, RAG agreed on the addition of a new Outcome for Objective R.1 related to the reduction in the processing time of satellite notice forms, to which six key performance indicators are to be associated, as shown in Annex 2. RAG also noted that this Operational Plan is still based on the strategic plan adopted by PP-14, and that following the adoption of the new strategic plan for the period 2020-2023 by PP-18, it should be updated accordingly.  RAG further noted the proposed draft rolling Operational Plan for 2019-2022 of the General Secretariat. |
| 9 | BR information system  *(Doc. RAG18/1)* | RAG noted with thanks the progress achieved in software development activities aimed at further developing the BR information system. In connection with the development of a database and web application for submission and publication of harmful interference report for space services (as per Resolution 186 (Busan, 2014)), RAG advised that there should be a note stating that the database contains reports of claimed interference received by the BR that are yet to be analyzed. RAG also advised, in relation with the BR Geographic Information Systems, to be cautious with geographic data that hasn’t been officially endorsed by Member States, which consequently shouldn’t be integrated into BR’s official software tools for coordination purposes. |
| 10 | Inter-sector coordination  *(Docs. RAG18/1, 2, 3, 6, 13(Rev.1), 15)* | RAG noted the information contained in the Director’s report concerning ITU-R cooperation with ITU‑D and ITU-T, as well as with international and regional organizations.  RAG also considered the liaison statements on Inter-sector coordination contained in Docs. RAG18/2 from ITU-T Study Group 5, RAG18/3 from ITU-R Study Group 6, RAG18/6 from TSAG and RAG18/13(Rev.1) from BDT Director. RAG noted that there are areas of overlap in the activities of the different sectors and that further efforts should be made to avoid such overlaps. RAG invited the Director to work with the Directors of the other sectors to identify areas of overlap and bring them to the attention of the Inter-Sector Coordination Team and the Inter-Sectoral Coordination Task Force, with a view to eliminating the overlaps. RAG also noted that Members may wish to take any additional action they deem appropriate in this regard.  RAG also considered Doc. RAG18/15 from the Russian Federation, which proposes a Liaison Statement to be sent to the TDAG providing a preliminary list of ITU-R studies in the field of radio spectrum management that might be of interest for the developing countries as a response to the WTDC Resolution 9. RAG invited the Director to bring this information to the attention of the Director of the BDT and TDAG, as well as to convey to TDAG the appreciation of the RAG for the work carried out on Resolution 9 in the lead time to WTDC-17. |
| 11 | Membership outreach activities  *(Docs. RAG18/1, 14)* | RAG noted the main activities carried out by the Bureau over the past year regarding publications and technical assistance to members, including Radiocommunication-related seminars and workshops. RAG noted with satisfaction the increasing demand for ITU-R publications, and thanked the BR for its active role in this regard.  Regarding the website, comments were expressed by members about the difficulties encountered in searching for specific documents (both regarding the search tools available and the cumbersome procedure involving passwords on the publication webpages, etc.) as well as the lack of a harmonized approach for the website of all sectors. RAG invited the Director to convey these concerns to the ITU management and advised to engage the membership in the identification of areas of improvement for the ITU website.  RAG also considered Doc. RAG18/14 from the Russian Federation, which proposes the development of a questionnaire aimed at assessing delegates’ satisfaction with the quality of the interpretation services provided for ITU-R Study Groups and RAG meetings. The Director offered to develop the proposed questionnaire and to distribute it to participants at Study Groups and RAG meetings. RAG invited the Director to do so, indicating that such survey should be conducted in an informal manner. |
| 15 | Date of next meeting | The 26th meeting of the RAG is planned to take place from 15 to 17 April 2019. |
| 16 | Any other business | RAG noted with thanks the information provided in Doc. RAG18/INFO/1 regarding the inclusion of additional information on CCIR and ITU-R Study Groups on the History of ITU Portal, as requested by RAG-16. RAG also noted the inclusion of a web page entitled “Focus on Radiocommunication” providing an overview of historical information specifically related to the CCIR/ITU-R, and expressed its appreciation to all concerned for the work done to preserve ITU’s history.  RAG also noted that, with the abolition of TIES e-mail accounts, several e-mail addresses of Chairs and Vice chairs were outdated in the ITU-R website. |

ANNEXES:

ANNEX 1: Draft ITU Strategic Plan 2020-2023 (source: Doc. RAG18/TEMP/3 (edited))

ANNEX 2: Draft 4-year rolling operational plan for the Radiocommunication Sector for 2019-2022 (source: Doc. RAG18/TEMP/2)