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| **Radiocommunication Assembly (RA-19)Sharm el-Sheikh, Egypt, 21-25 October 2019** |  |
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| **PLENARY MEETING** | **Document RA19/PLEN/19-E** |
| **27 September 2019** |
| **Original: Chinese** |
| China (People’s Republic of) |
| PROPOSED MODIFICATIONS TO RESOLUTION ITU-R 2-7 |
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# 1 Summary

During the closing CPM19-2 plenary session, it was proposed to include in the Summary of discussions that it may be useful to revise Resolution ITU-R 2-7 (see Doc. [CPM19-2/248](https://www.itu.int/md/R15-CPM19.02-C-0248/en)). The 2019 Radiocommunication Advisory Group meeting (RAG-19) decided to establish a Correspondence Group (CG) to review and prepare a draft revision of Resolution ITU-R 2-7 before the 2019 Radiocommunication Assembly (RA-19). The output of the correspondence group laid down the foundation for discussions at RA-19.

# 2 Proposal

Having reviewed the working document of the CG, this administration would like to propose the following modifications to Resolution ITU-R 2-7 as detailed in the annex.

Annex

Annex

RESOLUTION ITU-R 2-7

Conference Preparatory Meeting

(1993-1995-1997-2000-2003-2007-2012-2015-2019)

The ITU Radiocommunication Assembly,

considering

*a)* that the duties and functions of the Radiocommunication Assembly, in preparing for World Radiocommunication Conferences (WRCs), are stated in Articles 13 of the ITU Constitution and 8 of the ITU Convention, and in the relevant parts of the General Rules of conferences, assemblies and meetings of the Union;

*b)* that WRCs invite ITU-R to carry out studies on topics included on the WRC agendas in accordance with the relevant WRC Resolutions;

*c)* that it is necessary to organize the ITU-R studies and provide the results of these studies to WRCs;

*d)* that special arrangements are necessary for such preparations,

resolves

1 that a Conference Preparatory Meeting (the CPM) shall prepare a Report (the CPM Report) on the ITU-R preparatory studies to the immediately forthcoming WRC[[1]](#footnote-1)1;

2 that the CPM shall be convened and organized on the basis of the following principles:

*a)* that the CPM shall be permanent;

*b)* that the CPM shall address topics on the agenda of the next WRC and make provisional preparations for the subsequent WRC;

*c)* that invitations to participate shall be sent to all Member States of ITU and to all Radiocommunication Sector Members;

*d)* that documents shall be distributed to all Member States of ITU and to Radiocommunication Sector Members;

*e)* that the duties of the CPM include the presentation, discussion, rationalization and updating of material from Radiocommunication Study Groups addressing WRC agenda items (see also No. 156 of the Convention) taking into account relevant contributions;

*f)* that the CPM Report shall include, to the extent possible, reconciled differences in approaches as contained in the source material, or, in the case where the approaches cannot be reconciled, include the differing views and their justification;

g) that the CPM may also receive and consider new material submitted to its second session, including:

i) contributions concerning the regulatory, technical, operational and procedural matters, relating to next WRC agenda items;

ii) contributions on the review of existing WRC Resolutions and Recommendations and in accordance with Resolution 95 (Rev.WRC-07) submitted by Member States and the Director of the Radiocommunication Bureau (BR);

iii) contributions concerning the preliminary agenda for the next and subsequent WRCs, submitted by Member States individually, jointly and/or collectively through their respective regional telecommunication organizations for information only. Short summaries (less than half a page) of these contributions should be included in an Annex to the Chapter of the CPM Report dealing with the preliminary agenda for the next and subsequent WRCs;

iv) contributions containing new sharing and/or compatibility studies submitted by Member States and the ITU-R sector members shall not be incorporated in the body of the CPM Report. Short summaries (less than half a page) of these contributions with the reference to the relevant input documents could be included in an Annex to the CPM Report for information only;

2 that the working methods shall be as presented in Annex 1;

3 that guidelines for preparation of the draft CPM Report are presented in Annex 2.

Annex 1

Working methods for the Conference Preparatory Meeting

A1.1 Studies of regulatory, technical, operational and procedural matters shall be undertaken by the Study Groups, as appropriate.

A1.2 The CPM shall hold two sessions during the interval between WRCs.

A1.2.1 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 and subsequent WRCs, and for taking into account any directives which may have come from the previous WRC. This first session shall be of short duration (in general, no more than two days) and should normally be held immediately after the end of the preceding WRC). The Study Group Chairmen and Vice-Chairmen should participate.

A1.2.2 The first session shall identify topics for study in preparation for the next WRC and, to the extent necessary, for the subsequent WRC. These topics shall be derived exclusively from the agenda of next WRC and preliminary agenda of the subsequent WRC and should, as far as possible, be self-contained and independent. For each topic a single ITU‑R group (which could be a Study Group, Task Group or Working Party, etc.) should be identified to take responsibility (as the responsible group) for the preparatory work, inviting input and/or participation from other concerned[[2]](#footnote-2)\* 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.

A1.2.3 The second session shall prepare the CPM Report for the next WRC. The second session shall be of adequate duration to accomplish the necessary work (at least one week but not exceeding two weeks). It shall be scheduled to allow publication of the CPM Report in the six official languages of the Union at least five months before the next WRC. The deadline for submission of contributions *where translation is required* is two months prior to the second session of the CPM.The deadline for submission of contributions *not requiring translation* is 1600 hours UTC, 14 calendar days prior to the start of the second session of the CPM.

A1.2.4 A preliminary draft of the Report of the BR Director to the next WRC on unresolved difficulties or inconsistencies encountered in the application of the Radio Regulations, which require consideration by the WRC, should be submitted to the second session of the CPM for information purpose only.

A1.2.5 Responsible groups shall carry out studies on topic and prepare draft CPM texts for inclusion into the draft CPM Report in accordance with the schedule established by the CPM Steering Committee (see § A1.5). Meetings of the responsible ITU‑R groups should be scheduled to facilitate maximum participation by all interested members, avoiding as far as possible any overlap of meetings that might have an adverse impact on the effective participation of Member States. The final reports of the responsible groups shall be submitted directly to the CPM Management Team meeting, or exceptionally via the relevant Study Group.

A1.2.6 Responsible groups shall identify any new topics for study to be considered under the standing agenda item in accordance with WRC Resolution **86** (currently agenda item 7) not later than their penultimate meeting prior to the second session of the CPM in order to provide the ITU Members sufficient time to establish their position and prepare contributions for the second session of the CPM.

A1.2.7 In order to facilitate the understanding by all participants of the contents of the CPM Report, executive summaries for topics (see § A1.2.2 above) shall be developed by the responsible groups.

A1.2.8 Studies and output developed by the responsible or concerned groups shall strictly observe requirements of the WRC Resolutions.

A.1.3 The work of CPM is directed by a Chairman and in consultation and coordination with the Vice‑Chairmen. The Chairman and Vice‑Chairmen of the CPM are appointed by the Radiocommunication Assembly and are eligible to serve for only one term in their respective offices. Procedures for appointment of a Chairman and Vice‑Chairmen of CPM are to follow those for Chairmen and Vice‑Chairmen as found in Resolution ITU‑R 15.

A1.4 The first session of the CPM appoints 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. If a Chapter Rapporteur is not in a position to continue implement his/her duties, a new one should be appointed by the CPM Steering Committee (see A1.5 below), in consultation with the BR Director.

A1.5 The CPM Chairman, the Vice-Chairmen and the Chapter Rapporteurs constitute the CPM Steering Committee.

A1.6 The Chairman shall convene a meeting of the CPM Steering Committee together with the Chairmen of the responsible groups and the Study Group Chairmen. This meeting (called the CPM Management Team meeting) shall consolidate the output from the responsible groups into the draft CPM Report, which will be an input document to the second session of the CPM.

A1.7 The consolidated draft CPM Report shall be translated into the six official languages of the Union and shall be distributed to Member States at least three months prior to the date scheduled for the second session of the CPM.

A1.8 Every effort shall be made to ensure that the volume of the CPM Report is kept to a minimum.

A1.9 The work of the CPM shall be carried out in accordance with Article 29 of the ITU Constitution in the official languages of the Union.

A1.10 In preparing for the CPM, maximum use should be made of electronic means for the distribution of contributions to participants.

A1.11 The other working arrangements shall be in accordance with the relevant provisions of Resolution ITU‑R 1.

Annex 2

Guidelines for preparation of the draft CPM Report

## A2.1 Executive summary for each WRC topic

A2.1.1 In accordance with § 1.2.7 of Annex 1 to this Resolution, an executive summary for each WRC topic has to be included in the final draft CPM text. Chapter Rapporteur may assist in the preparation of the executive summary.

A2.1.2 In particular, for each WRC topic, the executive summary should describe briefly the purpose of the topic, summarize the results of the studies carried out and, most importantly, provide a brief description of the method(s) identified that may satisfy the topic. The executive summary should be limited to no more than half a page of text.

## A2.2 Background sections

A2.2.1 The purpose of a background section is to provide general information in a concise manner, in order to describe the rationale of the topic, and should be limited to no more than half a page of text.

## A2.3 Page limit and format for draft CPM texts

A2.3.1 The responsible groups should prepare draft CPM texts in the agreed format and structure as decided by the first session of the CPM.

A2.3.2 All necessary texts should not exceed a page limit of 10 pages per agenda item or issue.

A2.3.3 In order to achieve this objective, the following should be implemented:

*a)* the draft CPM texts should be clear and drafted in a consistent and unambiguous manner;

*b)* the number of proposed methods to satisfy each topic is to be kept to an absolute minimum necessary;

*c)* if acronyms are used, the meaning of the acronym is to be written out in full the first time it appears, and a list of all acronyms is to be provided at the beginning of the Chapters;

*d)* quoting texts that are already contained in other official ITU‑R documents should be avoided by using relevant references.

## A2.4 Methods to satisfy the WRC topic

A2.4.1 The number of proposed methods to satisfy each agenda item should be kept to an absolute minimum necessary, and the description of each method should be as concise as possible.

A2.4.2 If necessary, views may be provided on these methods. The number of views shall be limited to the minimum possible.

A2.4.3 In order to reduce the number of methods, options for a method may be included in the draft CPM Report.

A2.4.4 While a method of “no-change” is always a possible method and normally should not be included amongst the methods, an explicit “no-change” method could be included on a case-by-case basis, provided it is proposed by a Member State together with (an) accompanying reason(s).

A2.4.5 Examples of regulatory texts could also be developed for the methods and could be presented in the relevant sections of the draft CPM texts relating to regulatory and procedural considerations in accordance with the relevant WRC Resolution. All efforts should be made to keep the methods and regulatory text concise and clear.

## A2.5 References to ITU‑R Recommendations, Reports, etc.

A2.5.1 Quoting texts that are already contained in ITU‑R Recommendations should be avoided by using relevant references. A similar approach should be followed for ITU‑R Reports on a case-by-case basis, as appropriate.

A2.5.2 If ITU‑R documents are still undergoing the ITU‑R adoption/approval process or are still at the stage of draft documents when the draft CPM texts have to be finalized, they could still be referenced in the draft CPM texts, with the understanding that the references will be further reviewed at the second session of CPM. Working documents or preliminary draft documents should not be referenced in the draft CPM texts unless there is sufficient opportunity to complete them for consideration by the Radiocommunication Assembly prior to WRC.

A2.5.3 If possible, it is desirable to include the specific version number of the existing ITU‑R Recommendations and/or Reports referenced in the draft CPM texts.

## A2.6 References to the Radio Regulations, W(A)RC Resolutions or Recommendations in the draft CPM texts

A2.6.1 Apart from the relevant sections dealing with regulatory and procedural considerations, it might be necessary to refer to some Radio Regulations, Conference Resolutions and/or Recommendations. However, in order to reduce the number of pages, the text of those Radio Regulations or other regulatory references should not be repeated or quoted.

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1. 1 The immediately forthcoming conference, hereafter called in short the “next WRC”, is the WRC to be held immediately after the second session of the CPM. The subsequent WRC is the immediately forthcoming WRC to the “next WRC”. [↑](#footnote-ref-1)
2. \* 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. [↑](#footnote-ref-2)