

**DRAFT PROGRAMME  
WORKSHOP ON THE  
HCM4A AGREEMENT'S ADMINISTRATIVE AND TECHNICAL PROCEDURES  
3 - 7 February 2025 (ONLINE)**

**DAY ONE: MONDAY 3<sup>rd</sup> FEBRUARY 2025**

<b>TIME (EAT)</b>	<b>ACTIVITY</b>	<b>ACTION</b>
12:00 - 12:15	Opening Ceremony <ul style="list-style-type: none"> <li>• PRIDA</li> <li>• ITU Regional Director</li> </ul>	PRIDA
12:15 – 12:45	Introduction to Cross-Border Frequency Coordination	D. Obam
12:45 – 13:30	Introduction to the Main Text of the HCM4A Agreement	D. Obam
<b>13:30 – 13:50</b>	<b>HEALTH BREAK</b>	
<b>ANNEXES OF THE HCM4A AGREEMENT</b>		
13:50 – 14:20	Annex 1 - Maximum permissible interference field strengths and maximum cross-border ranges of harmful interference for frequencies requiring co-ordination in the Land Mobile Service	A. El Hadjar
14:20 – 14:50	<ul style="list-style-type: none"> <li>• Annex 2A - Data exchange in the Land Mobile Service</li> <li>• Annex 2B - Data exchange in the Fixed Service</li> </ul>	A. El Hadjar
14:50 – 15:20	Annex 3A - Determination of the correction factor for the permissible interference field strength at different nominal frequencies in the Land Mobile Service	A. El Hadjar
<b>15:20 -15:40</b>	<b>Q&amp;A</b>	
	<b>*****END OF DAY ONE*****</b>	

**DAY TWO: TUESDAY 4<sup>th</sup> FEBRUARY 2025**

12:00 – 12:30	Annex 3B - Determination of the Masks Discrimination and the Net Filter Discrimination in the Fixed Service	A. El Hadjar
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12:30 – 13:00	Annex 4 - Propagation curves in the Land Mobile Service	A. El Hadjar
13:00 – 13:30	Annex 5 - Determination of the interference field strength in the Land Mobile Service	A. El Hadjar
<b>13:30 – 13:50</b>	<b>HEALTH BREAK</b>	
13:50 – 14:20	<ul style="list-style-type: none"> <li>Annex 6, Appendix 1-8 - Coding instructions for antenna diagrams in the Land Mobile Service</li> <li>Annex 7 - Provisions on measurement procedures in the Land Mobile and the Service Fixed Service</li> </ul>	A. El Hadjar
14:20 - 14:50	<ul style="list-style-type: none"> <li>Annex 8A - Method for combining the horizontal and vertical antenna patterns in the Land Mobile Service</li> <li>Annex 8B - Method for combining the horizontal and vertical antenna patterns in the Fixed Service</li> </ul>	A. El Hadjar
14:50 – 15:20	<ul style="list-style-type: none"> <li>Annex 9 - Threshold Degradation in the Fixed Service</li> <li>Annex 10 - Determination of the basic transmission loss in the Fixed Service</li> <li>Annex 11 - Trigger for co-ordination in the Fixed Service</li> </ul>	A. El Hadjar
<b>15:20 - 15:40</b>	<b>Q&amp;A</b>	
	<b>*****END OF DAY TWO*****</b>	
<b>DAY THREE – WEDNESDAY 5<sup>th</sup> FEBRUARY 2025</b>		
<b>ADMINISTRATIVE PROCEDURES OF THE HCM4A AGREEMENT</b>		
12:00 - 12:30	<ul style="list-style-type: none"> <li>Administrative procedure for coordinating a station in both the Land Mobile Service and the Fixed service</li> <li>Administrative procedure for notifying an assignment of a coordinated station</li> </ul>	D. Obam
12:30 - 13:00	<ul style="list-style-type: none"> <li>Administrative procedure for coordination of assignment of frequencies for temporary use</li> <li>Administrative procedure when changing the technical characteristics of a station registered in the Frequency Register</li> </ul>	D. Obam
13:00 - 13:30	<ul style="list-style-type: none"> <li>Administrative procedure for coordination of assignments using preferential frequencies</li> <li>Administrative procedure for coordination of assignments using preferential codes</li> </ul>	D. Obam
<b>13:30 - 13:50</b>	<b>HEALTH BREAK</b>	

13:50 - 14:20	<ul style="list-style-type: none"> <li>• Administrative procedure to coordinate frequencies for planned radiocommunication networks in the Land Mobile Service</li> <li>• Administrative procedure to coordinate frequencies used on the basis of geographical network plans in the Land Mobile Service</li> </ul>	D. Obam
14:20 - 14:50	<ul style="list-style-type: none"> <li>• Administrative procedure for the evaluation of a request for coordination for a station in the Land Mobile Service</li> <li>• Administrative procedure for the evaluation of a request for coordination for a station in the Fixed Service</li> </ul>	D. Obam
14:50 - 15:20	<ul style="list-style-type: none"> <li>• Administrative procedure for evaluation of a coordination request in connection with tests</li> <li>• Administrative procedure for exchanging information in connection with the Frequency Register</li> </ul>	D. Obam
<b>15:20 - 15:40</b>	<b>Q&amp;A</b>	
<b>*****END OF DAY THREE*****</b>		
<b>DAY FOUR – THURSDAY 6<sup>th</sup> FEBRUARY 2025</b>		
<b>TECHNICAL PROCEDURES FOR THE HCM4A AGREEMENT</b>		
12:00 - 12:30	<ul style="list-style-type: none"> <li>• Administrative procedure to send harmful interference report</li> <li>• Administrative procedure: How to accede to, withdraw from, and revise the HCM4A Agreement</li> </ul>	D. Obam
12:30 – 13:00	<ul style="list-style-type: none"> <li>• Technical procedure for Technical Assessment: Does a station in the Land Mobile Service require coordination?</li> <li>• Technical procedure for Technical Assessment: Evaluation of coordination requests in the Land Mobile Service</li> </ul>	A. El Hadjar
13:00 - 13:30	<ul style="list-style-type: none"> <li>• Technical procedure for Technical Assessment: Data exchange in the Land Mobile Service – Which technical parameters should be exchanged, and how?</li> <li>• Technical procedure for how the interference field strength should be determined in the calculations related to the Land Mobile Service</li> </ul>	A. El Hadjar
<b>13:30 – 13:50</b>	<b>HEALTH BREAK</b>	

13:50 - 14:20	<ul style="list-style-type: none"> <li>• Technical Assessment: Trigger for coordination of station in the Fixed Service</li> <li>• Technical Assessment: How to assess an incoming coordination request for radio relay links in the Fixed Service</li> </ul>	A. El Hadjar
14:20 – 14:50	<ul style="list-style-type: none"> <li>• Technical Procedure for Data exchange in the Fixed Service</li> <li>• Technical Assessment: Interference calculation for coordination of radio relay links in the Fixed Service</li> </ul>	A. El Hadjar
<b>14:50 – 15:20</b>	<b>Q&amp;A</b>	
	<b>*****END OF DAY FOUR*****</b>	
	<b>DAY FIVE – FRIDAY 7<sup>th</sup> FEBRUARY 2025</b>	
12:00 - 13:30	<ul style="list-style-type: none"> <li>• Annex 12 - Provisions on the Management of the HCM4A Agreement</li> <li>• PLENARY DISCUSSIONS, Q &amp; A</li> </ul>	D. Obam A. El Hadjar
<b>13:30 - 13:50</b>	<b>HEALTH BREAK</b>	
13:50 - 14:20	NEXT STEPS	PRIDA
14:20 - 14:30	CLOSING CEREMONY	PRIDA
	<b>*****END OF WORKSHOP *****</b>	