Radiocommunication Bureau (BR)

Geneva, 1 October 2013

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AFG, ARS, AUS, BGD, BHR, BRM, BRU, BTN, CBG, CHN, CLN, FJI, FSM, IND, INS, IRN, IRQ, ISR, J, JOR, KIR, KOR, KRE, KWT, LAO, LBN, MHL, MLA, MLD, MING, NPL, NRU, NZL, OMA, PAK, PHL, PNG, QAT, SMP, SMO, SNG, SYR, THA, TLS, TON, TUV, UAE, VTN, VUT, YEM

Subject: **Pre RRS-13-Asia-Pacific Symposium: Spectrum Management**

Dear Madam, Sir,

Prior to the next ITU Regional Radiocommunication Seminar for Asia-Pacific 2013 (RRS-13-Asia-Pacific), to be held in Nadi, Fiji from 28 October to 1 November 2013 and in response to requests from several administrations and membership, I am pleased to announce that a Symposium on Spectrum Management, will be held on Sunday, 27 October 2013 at the same venue, Tanoa International Hotel, Nadi, Fiji.

All attendees of RRS-13-Asia-Pacific are invited to this Symposium. Participation is free of charge and no additional registration procedure is necessary. You will find the agenda of the Symposium in the annex.

Yours faithfully,

François Rancy
Director

Annex: 1

Copies:
- Mr. Brahima Sanou, Director, Telecommunication Development Bureau, ITU BDT
- Mrs. Eun-Ju Kim, Director, ITU Regional Office for Asia & the Pacific
- Mr. Shivnesh Prasad, Director Communications, Department of Communications, Fiji

ANNEX

ITU SYMPOSIUM ON SPECTRUM MANAGEMENT

- *Venue*:   Tanoa International Hotel, Nadi, Fiji (same venue as RRS-13-Asia-Pacific)
- *Date*:   Sunday, 27 October 2013 (prior to the RRS-13-Asia-Pacific)
- *Language*:   English
- *Attendees*:   Open to all RRS-13-Asia-Pacific participants (free of charge)
- *Registration*:   No additional registration is required

AGENDA

9:00 am to 10:30 am: 1st session: Introduction: Elements of Spectrum Management

- Why spectrum is a scarce resource? Why to manage it? Why to regulate?
- National Spectrum Policy and Regulation Drivers, Planning, Licensing, Enforcement
- National Spectrum Policy: role of SM in National Broadband Plans and bridging the Digital Divide, Spectrum access as key factor of competition onto the ICT sector
- Structure of Spectrum Management organization

11:00 am to 12:30 pm: 2nd session: Procedures of Spectrum Management

- Internal coordination/consultation with relevant stakeholders and needs of major spectrum users: Public vs. private; commercial services vs. particular networks
- International Frequency coordination issues: border countries, regional, worldwide; harmonizing national policies within international framework
- Role of ITU and regional organizations
- Trends and challenges in spectrum management and regulation

02:00 pm to 03:30 pm: 3rd session: Roll-up of National Spectrum Management

- Long Term Spectrum Master Plans
- Spectrum Planning: short, mid and long term planning
- National Table of Frequency Allocations and associated Channel Plans
- Licensing: type of licenses/authorizations; time terms, Spectrum use fees (upfront payments, periodic acquaintances, services obligations), spectrum caps; spectrum users databases, technical, legal, financial information
- Enforcement: Spectrum Monitoring, legal enforcement; spectrum monitoring system and data bases

04:00 pm to 05:30 pm: 4th session: Spectrum Management Tools

- Management System: architecture, functions, key databases, GIS (terrain and morphology)
- Monitoring System: architecture, monitoring stations, control system, functions, key databases, GIS (terrain and morphology)
- Integration of systems
- SMS4DC
- Q&A

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