



*Radiocommunication Bureau*  
(Direct Fax N°. +41 22 730 57 85)

**Administrative Circular**  
**CACE/561**

29 February 2012

**To Administrations of Member States of the ITU, Radiocommunication Sector Members,  
ITU-R Associates participating in the work of the Radiocommunication Study Group 1  
and ITU-R Academia**

**Subject: Meeting of Radiocommunication Study Group 1 (Spectrum management),  
Geneva, 14-15 June 2012**

## **1 Introduction**

By means of this Administrative Circular, we wish to announce that a meeting of ITU-R Study Group 1 will take place in Geneva on 14-15 June 2012, following the meetings of Working Parties 1A, 1B and 1C (see Circular Letter [1/LCCE/92](#)).

The Study Group meeting will be held in the ITU Headquarters, Geneva. The opening session will take place at 0930 hours.

| <b>Group</b>  | <b>Meeting date</b> | <b>Deadline for contributions</b>          | <b>Opening session</b>                               |
|---------------|---------------------|--|--|
| Study Group 1 | 14-15 June 2012     | Thursday, 7 June 2012<br>at 1600 hours UTC | Thursday, 14 June 2012<br>at 0930 hours (local time) |

## **2 Programme of the meeting**

The draft agenda for the meeting of Study Group 1 is contained in Annex 1. The Questions assigned to Study Group 1 may be found on:

<http://www.itu.int/publ/R-QUE-SG01/en>

### **2.1 Adoption of draft Recommendations at the Study Group meeting (§ 10.2.2 of Resolution ITU-R 1-6)**

No Recommendations are proposed for adoption by the Study Group in accordance with § 10.2.2 of Resolution ITU-R 1-6.

## **2.2 Adoption of draft Recommendations by a Study Group by correspondence (§ 10.2.3 of Resolution ITU-R 1-6)**

The procedure described in § 10.2.3 of Resolution ITU-R 1-6 concerns draft new or revised Recommendations that are not specifically included in the agenda of a Study Group meeting.

In accordance with this procedure, draft new and revised Recommendations prepared during the meetings of Working Parties 6A, 6B and 6C held prior to the Study Group meeting will be submitted to the Study Group. After due consideration, the Study Group may decide to seek adoption of these draft Recommendations by correspondence. In such cases, the Study Group shall use the procedure for simultaneous adoption and approval (PSAA) by correspondence of the draft Recommendation as described in § 10.3 of Resolution ITU-R 1-6 (see also § 2.3 below), if there is no objection by any Member State attending the meeting.

In accordance with § 2.25 of Resolution ITU-R 1-6, Annex 2 to this Circular contains a list of topics to be addressed at the meetings of the Working Parties held just prior to the Study Group meeting, and for which draft Recommendations may be developed.

## **2.3 Decision on approval procedure**

At the meeting, the Study Group shall decide on the eventual procedure to be followed for seeking approval for each draft Recommendation in accordance with § 10.4.3 of Resolution ITU-R 1-6.

## **3 Contributions**

Contributions in response to the work of Study Group 1 are processed according to the provisions laid down in Resolution ITU-R 1-6.

The membership is encouraged to submit contributions (including revisions, addenda and corrigenda to contributions) in order for them to be received 12 calendar days prior to the start of the meeting. The deadline for reception of contributions is seven calendar days (1600 hours UTC) prior to the start of the meeting. **The deadline for this meeting is specified in the table above.** Contributions received later than this deadline cannot be accepted. Resolution ITU-R 1-6 provides that contributions which are not available to participants at the opening of the meeting shall not be considered.

Participants are requested to submit contributions by electronic mail to:

[rsg1@itu.int](mailto:rsg1@itu.int)

A copy should also be sent to the Chairman and Vice-Chairmen of Study Group 1. The pertinent addresses can be found on:

<http://run.as/itu.int/b6udzm>

## **4 Documents**

Contributions will be posted “as received” within one working day on a SG 1 webpage established for this purpose. The official versions will be posted on <http://www.itu.int/md/R12-SG01-C/en> within 3 working days.

The upcoming Study Group meeting will take further steps towards working in a fully electronic environment. **There will be a limited number of paper copies of documents available before and during the meetings.** Wireless LAN facilities will be available for use by delegates in the meeting rooms. Printers are available in the cyber café of the 2<sup>nd</sup> basement of the Tower building and on the 1<sup>st</sup> and 2<sup>nd</sup> floors of the Montbrillant building for delegates who wish to print documents. In addition, the Helpdesk Service ([helpdesk@itu.int](mailto:helpdesk@itu.int)) has prepared a limited number of laptops for those who do not have one.

## 5 Interpretation

Given that the meeting is scheduled to be held with interpretation, please note that interpretation will actually be provided only where Member States so request. Requests for interpretation should be sent to [rsg1@itu.int](mailto:rsg1@itu.int) at least one month before the start of the meeting, i.e. by 14 May 2012 at the latest. This deadline is required in order for the secretariat to make the necessary arrangements for interpretation.

## 6 Participation/Visa requirements

Delegate/participant registration for the meeting will be carried out online via the ITU-R website. Member States, Sector Members, Associates and Academia were each requested to designate a focal point to be responsible for the handling of all registration requests for his/her administration/organization. Individuals wishing to attend should contact the focal point designated for all Study Group activities for his/her entity directly. The list of designated focal points (DFPs) is available on the **ITU-R Member Information and Delegate Registration** webpage at:

<http://www.itu.int/ITU-R/go/delegate-reg-info/en>

The Delegate Registration desk will open at 0830 hours on the first day of the meeting at the entrance of the Montbrillant building. Please note that the confirmation of registration sent to each delegate/participant by e-mail must be presented, together with photo identification, in order to receive a badge.

Information regarding hotel accommodation for meetings held in Geneva is available at <http://www.itu.int/travel/index.html>.

François Rancy  
Director, Radiocommunication Bureau

## Annexes: 2

### Distribution:

- Administrations of Member States of the ITU and Radiocommunication Sector Members participating in the work of Radiocommunication Study Group 1
- ITU-R Associates participating in the work of Radiocommunication Study Group 1
- ITU-R Academia
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups and Special Committee on Regulatory/Procedural Matters
- Chairman and Vice-Chairmen of the Conference Preparatory Meeting
- Members of the Radio Regulations Board
- Secretary-General of the ITU, Director of the Telecommunication Standardization Bureau, Director of the Telecommunication Development Bureau

## **Annex 1**

### **Draft agenda for the meeting of Radiocommunication Study Group 1**

(Geneva, 14-15 June 2012)

- 1** Opening remarks
  - 1.1** Director BR
  - 1.2** Chairman
- 2** Approval of the agenda
- 3** Appointment of the Rapporteur
- 4** Summary Record of the June 2011 meeting ([Document 1/181](#))
- 5** Results of the Radiocommunication Assembly 2012 (RA-12) and of the World Radiocommunication Conference 2012 (WRC-12)
- 6** Results of the first session of CPM-15 (CPM15-1)
- 7** Appointment of Chairmen of Working Parties
- 8** Executive Reports from the Working Party Chairmen
  - 8.1** Working Party 1A
  - 8.2** Working Party 1B
  - 8.3** Working Party 1C
- 9** Consideration of new and revised Recommendations where notice of intention to seek adoption was not given (see Resolution ITU-R 1-6, § 10.2.3, § 10.3 and § 10.4)
  - Decision to seek adoption
  - Decision on approval procedure to be followed
  - 9.1** Working Party 1A
  - 9.2** Working Party 1B
  - 9.3** Working Party 1C
- 10** Consideration of new and revised Reports
- 11** Consideration of new and revised Questions
- 12** Suppression of Recommendations, Reports and Questions
- 13** Status of Recommendations, Reports, Handbooks, Questions, Opinions, Resolutions and Decisions
- 14** Appointment and organization of the Editorial Group

- 15** Liaison with other Study Groups and international organizations
  - 15.1** ITU-T Sector
  - 15.2** ITU-D Sector
  - 15.3** International Special Committee on Radio Interference (CISPR)
- 16** Consideration of other contributions
- 17** Consideration of future work programme and schedule of meetings
- 18** Any other business
- 19** Closing

**S. PASTUKH**  
Chairman, Radiocommunication Study Group 1

## **Annex 2**

### **Topics to be addressed at meetings of Working Parties 1A, 1B and 1C held prior to the meeting of Study Group 1 and for which draft Recommendations may be developed**

#### **Working Party 1A**

**1** Protection range calculation between inductive systems and radiocommunication services using frequencies below 30 MHz (working document towards a preliminary draft new Recommendation ITU-R SM.[ISM] - see Annex 1 to [Document 1A/379](#) of 10 June 2011)

#### **Working Party 1B**

**1** National spectrum management (preliminary draft revision of Recommendation ITU-R SM.1047-1, see Annex 1 to [Document 1B/307](#) of 3 June 2011)

**2** Spectrum redeployment as a method of national spectrum management (preliminary draft revision of Recommendation ITU-R SM.1603, see Annex 2 to [Document 1B/307](#) of 10 June 2011)

**3** Design guidelines for developing advanced automated spectrum management systems (preliminary draft revision of Recommendation ITU-R SM.1370-1, see Annex 3 to [Document 1B/307](#) of 8 June 2011)

**4** Radiocommunication Data Dictionary (RDD) (preliminary draft revision of Recommendation ITU-R SM.1413-2, see Annex 13 to [Document 1B/307](#) of 22 June 2011)

#### **Working Party 1C**

**1** Methods for measuring radio noise (working document towards a preliminary draft revision of Recommendation ITU-R SM.1753-1, see Annex 1 to [Document 1C/159](#) of 14 June 2011)

**2** Methods of radio direction finding and location on time division multiple access and code division multiple access signals (working document towards a preliminary draft revision of Recommendation ITU-R SM.1598, see Annex 2 to [Document 1C/159](#) of 16 June 2011)

**3** Technical identification of digital signals (working document towards a preliminary draft revision of Recommendation ITU-R SM.1600, see Annex 3 to [Document 1C/159](#) of 17 June 2011)

**4** Evolution in spectrum monitoring systems (working document towards a preliminary draft new Recommendation ITU-R SM.[EVOLUTION\_MONITORING\_SYSTEM], see Annex 9 to [Document 1C/159](#) of 14 June 2011).