



Radiocommunication Bureau
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Administrative Circular
CACE/575

21 June 2012

**To Administrations of Member States of the ITU, Radiocommunication Sector Members,
ITU-R Associates participating in the work of the Radiocommunication
Study Group 4 and ITU-R Academia**

**Subject: Meeting of Radiocommunication Study Group 4 (Satellite services),
Geneva, 28 September 2012**

1 Introduction

By means of this Administrative Circular, we wish to announce that a meeting of ITU-R Study Group 4 will take place in Geneva on Friday, 28 September 2012, following the meetings of Working Parties 4A, 4B and 4C (see Circular Letter [4/LCCE/106](#)).

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

Group	Meeting date	Deadline for contributions	Opening session
Study Group 4	28 September 2012	Friday, 21 September 2012 at 1600 hours UTC	Friday, 28 September 2012 at 0930 hours (local time)

2 Programme of the meeting

The draft agenda for the meeting of Study Group 4 is contained in Annex 1. The Questions assigned to Study Group 4 may be found on:

<http://www.itu.int/pub/R-QUE-SG04/en>

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

One draft new Recommendation is proposed for adoption by the Study Group at its meeting in accordance with § 10.2.2 of Resolution ITU-R 1-6.

In accordance with § 10.2.2.1 of Resolution ITU-R 1-6, the title and summary of the draft new Recommendation is given in Annex 2.

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 4A, 4B and 4C 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 draft Recommendations 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 3 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, unless the Study Group has decided to use the PSAA procedure as described in § 10.3 of Resolution ITU-R 1-6 (see § 2.2 above).

3 Contributions

Contributions in response to the work of Study Group 4 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 reception of contributions 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:

rsg4@itu.int

A copy should also be sent to the Chairman and Vice-Chairmen of Study Group 4. The pertinent addresses can be found on:

http://www.itu.int/cgi-bin/htsh/compass/cvc.param.sh?acvty_code=sg4

4 Documents

Contributions will be posted “as received” within one working day on the webpage established for this purpose:

<http://www.itu.int/md/R12-SG04.AR-C/en>

The official versions will be posted on <http://www.itu.int/md/R12-SG04-C/en> within 3 working days.

In agreement with the Chairman of Study Group 4, **the upcoming Study Group meeting will be completely paperless**. Wireless LAN facilities will be available for use by delegates in the meeting rooms. Printers are available in the cyber café of the 2nd basement of the Tower building and on the 1st and 2nd floors of the Montbrillant building for delegates who wish to print documents. In addition, the Service Desk (servicedesk@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 rsg4@itu.int at least one month before the start of the meeting, i.e. by 28 August 2012 at the latest. This deadline is required in order for the Secretariat to make the necessary arrangements for interpretation.

6 Remote participation

In order to facilitate remote participation in ITU-R meetings an audio webcast of the Study Group Plenary meetings in all available languages (i.e. all those that were requested – see Section 5) will be provided through the ITU Internet Broadcasting Service (IBS).

7 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 **General 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: 3

Distribution:

- Administrations of Member States of the ITU and Radiocommunication Sector Members participating in the work of Radiocommunication Study Group 4
- ITU-R Associates participating in the work of Radiocommunication Study Group 4
- 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 4

(Geneva, 28 September 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 previous meeting (Document [4/204 \(2007-2012 study period\)](#))
- 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** Consideration of the outputs of the Working Parties
 - 7.1** Working Party 4C
 - 7.1.1** Executive Report
 - 7.1.2** Draft Recommendations where notice of intention to seek adoption was given (see Res. 1, § 10.2.2 and 10.4)
 - 7.1.3** Draft Recommendations where notice of intention to seek adoption was not given (see Res. 1, § 10.2.3, 10.3 and 10.4)
 - 7.1.4** Draft Reports
 - 7.1.5** Draft Questions
 - 7.2** Working Party 4B
 - 7.2.1** Executive Report
 - 7.2.2** Draft Recommendations where notice of intention to seek adoption was not given (see Res. 1, § 10.2.3, 10.3 and 10.4)
 - 7.2.3** Draft Reports
 - 7.2.4** Draft Questions
 - 7.3** Working Party 4A
 - 7.3.1** Executive Report
 - 7.3.2** Draft Recommendations where notice of intention to seek adoption was not given (see Res. 1, § 10.2.3, 10.3 and 10.4)
 - 7.3.3** Draft Reports
 - 7.3.4** Draft Questions

- 8** Status of Study Group 4 texts
- 9** Status of WRC Resolutions and Recommendations related to Study Group 4
- 10** Liaison with other Study Groups and international organizations
- 11** Consideration of future work programme and schedule of meetings
- 12** Any other business

C. HOFER
Chairman, Radiocommunication Study Group 4

Annex 2

Title and summary of the draft new Recommendation proposed for adoption at the Study Group 4 meeting

Draft new Recommendation ITU-R M.[S-E Rx+Tx]

Doc. 4/8

Characteristics and protection criteria of receiving earth stations and characteristics of transmitting space stations of the radionavigation-satellite service (space-to-Earth) operating in the band 5 010-5 030 MHz

Summary

Characteristics and protection criteria for radionavigation-satellite service (RNSS) receiving earth stations and characteristics of RNSS transmitting space stations planned or operating in the band 5 010-5 030 MHz are presented in this Recommendation. This information is intended for performing analyses of radio frequency interference impact on systems and networks in this band from radio sources other than in the RNSS.

Annex 3

Topics to be addressed at meetings of Working Parties 4A, 4B and 4C held prior to the meeting of Study Group 4 and for which draft Recommendations may be developed

Working Party 4A

Method for statistical processing of earth-station antenna side-lobe peaks (PDRR ITU-R S.732, see Annex 1 to Document 4A/61).

Determination of the impact on the fixed service operating in the 11.7-12.2 GHz band when geostationary fixed-satellite service networks in Region 2 exceed power flux-density thresholds in Resolution 77 (WRC-2000) (PDRR ITU-R SF.674-2, see Annex 2 to Document 4A/61).

Statistical methodology to assess time-varying interference produced by a network of small earth stations operating with TDMA schemes onto geostationary fixed-satellite service networks (PDNR ITU-R S.[TIME_VAR_SMALL_E/S], see Annex 3 to Document 4A/61).

Working Party 4B

Access procedures for fixed-satellite service occasional use earth station transmissions (PDNR ITU-R S.[GENACC], see Annex 15 to Document 4B/28).

Working Party 4C

Evaluation model for pulsed interference from relevant radio sources other than in the radionavigation-satellite service to the radionavigation-satellite service systems and networks operating in the 1 164-1 215 MHz, 1 215-1 300 MHz and 1 559-1 610 MHz frequency bands (PDNR ITU-R M.[PULSE_EVAL], see Annex 1 to Document 4C/39).
