



Radiocommunication Bureau (BR)

Administrative Circular
CACE/715

12 February 2015

**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 Academia**

Subject: **Meeting of Radiocommunication Study Group 1 (Spectrum management),
Geneva, 11-12 June 2015**

1 Introduction

By means of this Administrative Circular, I wish to announce that a meeting of ITU-R Study Group 1 will take place in Geneva on 11-12 June 2015, following the meetings of Working Parties 1A, 1B and 1C (see Circular Letter [1/LCCE/96](#)).

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 1	11-12 June 2015	Thursday, 4 June 2015 at 1600 hours UTC	Thursday, 11 June 2015 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 1A, 1B and 1C 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, 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 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 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:

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://www.itu.int/go/rsg1/ch>.

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-SG01.AR-C/en>.

The official versions will be posted on <http://www.itu.int/md/R12-SG01-C/en> within 3 working days.

In accordance with Resolution 167 (Rev. Busan, 2014), the **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 ground floor and first floor 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 Remote participation

In order to follow the proceedings of ITU-R meetings remotely an audio webcast of the Study Group Plenary meetings in all languages will be provided through the ITU Internet Broadcasting Service (IBS). Participants do not need to register for the meeting to use the webcast facility, however, an ITU [TIES account](#) is required to access the webcast.

6 Participation/Visa requirements/Accommodation

Advance registration to ITU-R events is mandatory and carried out exclusively online through Designated Focal Points (DFPs). Each ITU-R Member has been requested to designate a DFP responsible for the handling of all registration formalities, including visa support requests that should also be submitted by the DFP during the on-line registration process. Individuals wishing to be registered to an ITU-R event should directly contact the DFP for their entity. The list of ITU-R DFPs (TIES protected) as well as detailed information on event registration, visa support requirements, hotel accommodation, etc. can be found at:

www.itu.int/en/ITU-R/information/events.



François Rancy
Director

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 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, 11-12 June 2015)

- 1** Opening of the meeting
- 2** Approval of the agenda
- 3** Appointment of the Rapporteur
- 4** Summary Record of the June 2014 meeting (Document [1/119](#))
- 5** Report on the RAG 2014 meeting
- 6** Executive Reports from the Working Party Chairmen
 - 6.1** Working Party 1A
 - 6.2** Working Party 1B
 - 6.3** Working Party 1C
- 7** 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
 - 7.1** Working Party 1A
 - 7.2** Working Party 1B
 - 7.3** Working Party 1C
- 8** Consideration of new and revised Reports
- 9** Consideration of new and revised Questions
- 10** Suppression of Recommendations, Reports and Questions
- 11** Report on the second session of CPM-15 and preparation for WRC-15
- 12** Status of Recommendations, Reports, Handbooks, Questions, Opinions, Resolutions and Decisions and preparation for RA-15
- 13** Editorial Group activities
- 14** Liaison with other Study Groups and international organizations
 - 14.1** ITU-R Sector
 - 14.2** ITU-T Sector
 - 14.3** ITU-D Sector
 - 14.4** International Special Committee on Radio Interference (CISPR)
 - 14.5** Other international organizations
- 15** Consideration of other contributions
- 16** Consideration of future work programme and schedule of meetings
- 17** Any other business
- 18** 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** General principles and methods for sharing between radiocommunication services (PDRR ITU-R SM.1132-2 – See Annex 1 to Document [1A/166](#))
- 2** Wireless power transmission (WPT) systems (PDNR ITU-R SM.[WPT] – See Annex 4 to Document [1A/166](#))

Working Party 1B

No topics identified.

Working Party 1C

- 1** Spectrum occupancy measurement (PDRR ITU-R SM.1880-0 – See Annex 1 to Document [1C/119](#))
 - 2** On-Site measurements of DF accuracy (PDNR ITU-R SM.[ON-SITE_DF_ACC] – See Annex 2 to Document [1C/119](#))
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