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| **Radiocommunication Advisory Group Geneva, 25-27 June 2012** | |  |
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|  | **Document RAG12‑1/TEMP/1-E** | |
| **26 June 2012** | |
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NINETEENTH MEETING OF THE  
RADIOCOMMUNICATION ADVISORY GROUP

**DRAFT**

SUMMARY OF CONCLUSIONS

| Agenda Item No. | Subject | Conclusions |
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| 3 | Council issues  *(Docs. RAG12-1/1 (§ 2), 1(Add.3), 1(Add.4)(Rev.1), INFO/2, 1(Add.5))* | RAG noted that the free online access to ITU-R Recommendations, as confirmed by Decision 12 (Guadalajara, 2010), resulted in a substantial increase of downloads (a factor of almost 10 times), achieving a great improvement in outreach; RAG concluded that the extension of the free online access to the Radio Regulations is encouraged although it is a matter for the Council while noting that the income of the sales of the online version currently represents less than 3 % of the total sales of the Radio Regulations.  RAG proposed that the ITU-R Handbooks on National Spectrum Management, Computer Aided Techniques for Spectrum Management, and Spectrum Monitoring be made available online to the membership and invited the Director to consider the financial implications of this proposal and convey his findings for further consideration of the Council.  RAG noted the information in Doc. RAG12-1/1(Add. 3) on the publication of the new format prepared by the BR for the BR IFIC-Terrestrial Services on DVD ROM and recognized its merits RAG invited the Director to continue to provide information to the membership on this new format before the deadline of 31.12.12.  RAG endorsed the actions being undertaken by the Director on the issues of cost recovery for satellite network filings and ITU role as supervisory authority of the future international registration system for space assets under the draft space protocol, as described in his report to the RAG.  RAG noted the conclusions of the workshop on the current methodologies for the participation of entities including Sector Members and Associates on such issues as fee structures and membership categories held on 18 June under the chairmanship of Bruce Gracie, Chairman of the Council Working Group on Financial and Human Resources (in Document RAG12-1/INFO/2) and the range of observations, some of which requiring the consideration of Council and decision by PP-14, with others addressing certain operational issues which could be implemented sooner with the assistance and advice of the RAG. RAG concluded that ITU-R Sector Members and Associates should be encouraged to contribute their views and opinions on these and other issues to future workshops, which could be held virtually or on a face-to-face basis in conjunction with other scheduled ITU meetings.  RAG further concluded that:   * orientation should be given to the new delegates to better understand the ITU-R processes; * when participating in ITU-R activities, Sector Members should always be accorded their full rights; * companies which no longer exist should be removed in membership data analysis. |
| 3.1 | Operational Plan  *(Doc. RAG12-1/1(§6))* | RAG considered the Performance Report for 2011 and endorsed actions taken by BR, which reflected in the differences between the actual versus planned resources as described in Part IV of the document.  RAG considered the draft four-year rolling Operational Plan for the 2013-2016 period and concluded that an item to cover the implementation of the WSIS action lines should be added to the document. RAG further concluded that a face-to-face meeting of the group (without interpretation) should be held in conjunction with but outside the working hours of the next session of the RAG in 2013 to discuss the draft Operational Plan. |
| 4 | **Study Group activities and working methods**  *(Docs. RAG12-1/1(Add.2), 7, 13)* | The activities and working methods of the study groups presented in Doc. RAG12-1/1(Add.2) were noted. In particular, RAG:   * expressed support for fully paperless working at future SG and subordinate group meetings. * noted that the shortage of large meeting rooms is causing some difficulties in scheduling meetings * noted that an online list of participants, with access limited to TIES users, is being developed. Consideration could be given to including photos, provided individuals have the option of not having their photo displayed. * noted that interpretation in a given official language for SG meetings will only be provided when it has been requested in that language at least one month before the meeting. * noted that remote participation trials are continuing in the SG/WP meetings. Webcasts will be provided for all future SG/WP plenaries. Active remote participation will be offered for future WP meetings, and could be provided subject to prior arrangement with the responsible Counsellor and availability of the necessary resources. Some procedural/operational issues need further consideration. |
|  |  | It was suggested that captioning could assist participation in some meetings, although concerns were also expressed regarding the cost and practicality of providing such a facility.  The Study Group 1 Chairman indicated some difficulties for Study Group 1 to respond in a timely manner to liaison statements from ITU-T groups when these groups meet more frequently than Study Group 1 or its subordinate groups and foreshadowed the possible need for additional meetings to address such matters.  In general, it was suggested that the BR should review the facilities provided on the ITU-T SG web site (and vice-versa) and incorporate features found to be useful.  It was further suggested that:   * ADM documents should be a single comprehensive document, covering all ADM information; * the Director should make the necessary arrangements to enable remote participants to its meetings to present their documents; * remote voting should be discouraged in view of difficulty of authentication of voters; * the Director should examine the feasibility and the costs associated with captioning ,which may be considered as a means of facilitating the participation of people with disabilities;   there should be consistent application of rules in management of meetings.  RAG noted the proposal contained in Doc. RAG12-1/7 to monitor the progress on the implementation of ITU‑R Resolutions and invited the Director, in consultation with the ITU-R Study Group Chairmen, to compile a list of those Study Groups already conducting studies on those Resolutions and report accordingly to the next meeting of RAG. |
|  |  | RAG considered the proposal from the Chairman of ITU-R Study Group 1 in Doc. RAG12-1/13 on the arrangement of ITU-R Recommendations by frequency bands of Article 5 of the Radio Regulations” through the development of an ITU-R Recommendation Database.  The proposal was supported in principle and a number of suggestions for the development of the database were expressed. In particular:   1. The classification of ITU-R Recommendations should not only be by frequency range, but also by radio service and, if available, the application, 2. The classification of ITU-R Recommendations should not be by the frequency bands listed in Article 5 of RR but on the actual frequency ranges covered by the recommendation.   RAG noted that it is not always clear from the title and scope of ITU-R Recommendations to which frequency band a Recommendation applies.  In order to assist membership to identify ITU-R Recommendations by frequency bands, it is recommended to develop a database that will allow searching for a recommendation in a given frequency band, preferably in combination with information about the radio service and the application covered by the recommendation.  RAG invited:  i) the Director to develop a database, within existing budgetary limitations, and incorporate information about existing ITU-R Recommendations where frequency bands are already indicated in the title and/or scope.  ii) the responsible Study Group to consider and provide the relevant information on ITU-R Recommendations where the frequency bands / radio services / applications are not specified in the title or scope.  iii) Study Groups to identify in new or revised ITU-R Recommendations, as far as possible, the frequency range for which the ITU-R Recommendation is applicable.  The Director and the Study Groups are invited to inform the RAG in 2013 on progress with respect to these activities. |
| 5 | RAG correspondence group (CG) activities |  |
| 5.1 | BR Information Systems    *(Docs. RAG12-1/5, 5(Add.1), 5(Add.2))* | RAG endorsed the conclusions of the CG and advised the Director to implement the recommended actions within the proposed timeframe, as described in the roadmap, which comprises Phase 1 (Implementation of WRC-12 decisions) until 31 December 2012; Phase 2 (Rewrite some existing software) until 31 December 2015, and Phase 3 (Set up a project team to implement common framework, security system and centralized space database) from 1 January 2016 to 31 December 2018. RAG encouraged Member States and Sector Members to give their comments on Phase 3 and invited BR to report about the progress made to the next meetings of the RAG. |
| 5.2 | ITU-R Strategic Plan  *(Docs. RAG12-1/* 9, 4*)* | RAG concluded that, in spite of the low level of participation in the CG so far, the work of the CG should be pursued, and encouraged membership to contribute. RAG also concluded that a face-to-face meeting of the group (without interpretation) should be held in conjunction with but outside the working hours of the next session of the RAG in 2013 to discuss issues related to the ITU-R Strategic Plan. The discussions on ITU-R Strategic Plan and that of the Operational Plan are to be held together. |
| 5.3 | Electronic Document Handling  *(Docs. RAG12-1/6, 8, 11)* | RAG noted the activities being carried out by the ITU secretariat to redesign the ITU website and advised the Director to act in such manner that improvements be made to the ITU-R web pages to improve the access to information such as circular-letters, meeting and services documents, aiming at providing a user-friendly interface.  RAG noted the suggestions for improvements to electronic working methods, which should be taken into account. RAG concluded that it is desirable to improve access to the ITU-R texts, allowing them to be sorted and searched by frequency band, and type of service, for example and that further consideration of developing a keyword approach to facilitate this could be undertaken in the EDH Correspondence Group.  RAG endorsed the proposals in Doc. RAG12-1/8 concerning the circulation of information by the BR, as follows: i) ask to all categories of recipients of documents in paper form to submit a corresponding request to BR indicating, if they so wish, that they be informed when circular letters, Recommendations, Questions and documents of interest to them are posted on the ITU-R website; ii) only send documents in paper form on the basis of the request forms received; and iii) ensure that documents can be accessed on the website, including draft texts for adoption and approval. RAG also noted that the application of these measures should be considered by the Director in the light of the provisions of Annex 2 of Decision 5 (Guadalajara, 2010) and any further instructions on the use of electronic documents issue by the Secretary-General. |
| 5.4 | Establishment of new groups  *(Docs. RAG12-1/1, 3, 12)* | The following Correspondence Groups were setup as instructed by RA-12:  i)  CG RecFormat to establish guidelines for the format(s) of ITU-R Recommendations (see Annex 1).  ii) CG Res1Structure to prepare a draft revision of the structure of Resolution ITU-R 1-6 (see Annex 2).  iii) CG Res6Revision to prepare a draft revision of Resolution ITU-R 6, taking into account any changes to ITU-T Resolution 18 (see Annex 3). RAG invited the Director to inform the forthcoming meeting of TSAG of this conclusion. Concerning the format of ITU-R Recommendations, RAG noted the need for the new CG to consider the different views where the objectives to address flexibility and harmonization in the text is compared with the reasons, rationale and justification for the adoption of a given format. |
| 6 | Results of RA-12 and WRC‑12  *(Doc. RAG12-1/1(§3))* | RAG advised the Director to consider the publication of the main results of WRC-12 in a circular‑letter for the benefit of the membership who could not attend the Conference, keeping with previous practice. |
| 7 | Conformance and interoperability  *(Docs. RAG12-1/1(Add.1), 2, 10)* | RAG considered contributions to its 2012 meeting relating to Conformance and Interoperability Assessment. It was noted that not all ITU-R Recommendations are standards which are normally used for conformance or interoperability testing. However, there are some Recommendations of ITU-R for which such testing could be applicable. It was therefore advised that SGs review such ITU-R Recommendations taking into account the outcome of the Council discussion on the matter and report to the RAG in 2013.  Moreover, RAG advises Director to follow progress of activities in Council and ITU-T. |
| 8 | WRC-15 preparation  *(Doc. RAG12-1/1(§5))* | RAG noted the activities in ITU-R for the preparation of the next WRC and considered that the discussions on the reduction of its duration to be cared out by the Council would not necessarily result in cost savings for ITU and would impose busier working hours for the delegates. |
| 10 | Information and assistance to membership  *(Doc. RAG12-1/1(§7))* | RAG noted and endorsed the actions being carried out by the Director with relation to information and assistance given to administration on high priority radiocommunication and broadcasting issues; RAG advised the Director to pursue to hold regional radiocommunication seminars, following WRS-12 in December 2012, given the importance to train new representatives from administrations on the application of the Radio Regulations, particularly taking into account the updates resulting from WRC-12 decisions. |
| 11 | Date of next meeting | RAG noted the proposal to hold its 20th session on 22-24 May 2013; a special meeting (without interpretation) would be held on 21 May 2013 to consider issues related to the ITU-R Strategic and Operational Plans. |

**ANNEX 1**

Terms of Reference of the Correspondence Group on the format(s)  
of ITU-R Recommendations

The Terms of Reference of this Correspondence Group are:

• To examine the formats[[1]](#footnote-1) used by several Study Groups for developing ITU‑R Recommendations;

• To identify deficiencies and shortcomings of these formats when used for complex cases;

• To liaise with the Correspondence Group that RAG may create to review the restructuring of Resolution ITU‑R 1-6 as indicated in Document PLEN/110.

The Correspondence Group will report its findings to RAG. RAG will report the final results through the Director to the Radiocommunication Assembly.

The Chairman of the Correspondence Group is Mr. Albert Nalbandian (Armenia).

**ANNEX 2**

Terms of Reference of the Correspondence Group on  
the revision of the structure Resolution ITU-R 1-6

The Terms of Reference of this Correspondence Group are:

* In accordance with § 1.7 of Resolution ITU-R 1-6 and Resolution ITU-R 52, prepare a draft revision of Resolution ITU‑R 1‑6 for consideration by the RAG and subsequent submission to the Radiocommunication Assembly 2015, taking into account the structure provided in Attachment 2 of Document [RA12/PLEN/16](http://www.itu.int/md/R12-RA12-C-0016/en).
* Consider the use of the modal verbs “shall” and “must” and the inclusion of a flowchart describing the adoption and approval process of ITU-R Recommendations (see Document [RA12/PLEN/31](http://www.itu.int/md/R12-RA12-C-0031/en)).

The Chairman of the Correspondence Group is Mr. Robin Haines (USA).

**ANNEX 3**

Terms of Reference of the Correspondence Group on  
the revision of Resolution ITU-R 6-1

The Terms of Reference of this Correspondence Group are:

* Taking into account § 1.7 of Resolution ITU‑R 1 and Resolution ITU‑R 52, propose draft revisions to Resolution ITU‑R 6-1 considering actions undertaken by TSAG and the WTSA to modify Resolution ITU‑T 18.

The Chairman of the Correspondence Group is Mr. Paolo Zaccarian (Italy).

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1. Formats commonly used by several Study Groups and as contained in Administrative Circular CA/13, dated 23 February 1995. [↑](#footnote-ref-1)