



*Radiocommunication Bureau*

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**Administrative Circular  
CACE/481**

12 June 2009

**To Administrations of Member States of the ITU,  
Radiocommunication Sector Members, ITU-R Associates  
participating in the work of Radiocommunication Study Group 7  
and the Special Committee on Regulatory/Procedural Matters**

**Subject:** Meeting of Radiocommunication Study Group 7 (Science services)  
Geneva, 7 and 15 September 2009

## **1 Introduction**

By means of this Administrative Circular, we wish to announce that a meeting of ITU-R Study Group 7 will take place in Geneva on 7 and 15 September 2009, immediately preceding and immediately following the meetings of Working Parties 7A, 7B, 7C and 7D (8-14 September 2009), see Circular Letter [7/LCCE/50](#).

The Study Group meeting will be held in the ITU Headquarters, Geneva. The opening session will take place at 09:30 hours.

## **2 Programme of the meeting**

The draft agenda for the meeting of Study Group 7 is contained in Annex 1.

The Questions assigned to Study Group 7 can be found at:

<http://www.itu.int/ITU-R/go/que-rsg7/en>

### **2.1 Adoption of draft Recommendations at the Study Group meeting (§ 10.2.2 of Resolution ITU-R 1-5)**

One draft revised Recommendation is proposed for adoption by the Study Group at its meeting in accordance with § 10.2.2 of Resolution ITU-R 1-5.

In accordance with § 10.2.2.2 of Resolution ITU-R 1-5, the title and summary of the draft Recommendation are given in Annex 2.

## **2.2 Adoption of draft Recommendations by a Study Group by correspondence (§ 10.2.3 of Resolution ITU-R 1-5)**

The procedure described in § 10.2.3 of Resolution ITU-R 1-5 concerns draft new or revised Recommendations which 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 7A, 7B, 7C and 7D held immediately before the second day of 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 may also decide to apply the procedure for simultaneous adoption and approval (PSAA) of a draft Recommendation as described in § 10.3 of Resolution ITU-R 1-5 (see also § 2.3 below).

In accordance with § 2.25 of Resolution ITU-R 1-5, Annex 3 to this Circular contains a list of topics to be addressed at the Working Party meetings 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 1-5. Approval may be sought by submitting the draft Recommendation to the next Radiocommunication Assembly, or by consultation of the Member States; alternatively, the Study Group may decide to use the PSAA procedure described in § 10.3 of Resolution ITU-R 1-5.

## **3 Contributions**

Contributions in response to the work of Study Group 7 are processed according to the provisions laid down in Resolution ITU-R 1-5 and posted on <http://www.itu.int/md/R07-SG07-C/en>. **The deadline for submission of contributions is Monday, 31 August 2009 at 16:00 hours UTC.** Submissions received later than this deadline cannot be accepted. Resolution ITU-R 1-5 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:

[rsg7@itu.int](mailto:rsg7@itu.int)

A copy should also be sent to the Chairman and Vice-Chairmen of Study Group 7. The pertinent addresses can be found on:

[http://www.itu.int/cgi-bin/htsh/compass/cvc.param.sh?acvty\\_code=sg7](http://www.itu.int/cgi-bin/htsh/compass/cvc.param.sh?acvty_code=sg7)

## **4 Participation/Visa requirements**

Delegate/participant registration for the meeting will be carried out online via the ITU-R website. Each Member State/Sector Member/Associate was 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>

#### 4.1 Visa requirements

We would like to remind delegates and participants that citizens of some countries are required to obtain a visa in order to enter and spend time in Switzerland. **The visa must be requested at least three (3) weeks prior to the opening of the meeting** and obtained from the office (embassy or consulate) representing Switzerland in the respective country of origin. In cases where there is no such office in the country, the visa should be obtained from the office that is closest to the country of departure. If problems are encountered, the Union can, at the official request of the administration or entity being represented, approach the competent Swiss authorities in order to facilitate the delivery of the visa, however, this procedure will require three weeks as mentioned above. Any such request must be accompanied by the approved registration form related to the ITU conference or meeting in question.

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

#### 4.2 Visa requests

For Delegates/Participants who have made their registration request on-line via their respective Member State/Sector Member/Associate DFP, the process for requesting visa support has been simplified. *If ITU Headquarters assistance is required*, the request for support in obtaining a visa may be made by the DFP at the time of completion of the registration request for the individual concerned. On the bottom of the registration form, the DFP will find several questions which must be completed fully and accurately. The required information is as follows:

- Date of birth
- Passport number
- Passport issuance and expiry dates

The visa support procedure will subsequently follow automatically. The Delegate/Participant will be notified via the Confirmation of Registration form sent to his/her e-mail address that the visa support request has been received and is being processed.

The Delegate Registration desk will open at 08:30 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>.

Valery Timofeev  
Director, Radiocommunication Bureau

#### Annexes: 3

##### Distribution:

- Administrations of Member States and Radiocommunication Sector Members
- ITU-R Associates participating in the work of Radiocommunication Study Group 7
- 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 7**

(Geneva, 7 and 15 September 2009)

- 1** Opening remarks
  - 1.1** Director BR
  - 1.2** Chairman
- 2** Approval of the agenda
- 3** Appointment of Rapporteur
- 4** Summary Report of actions taken during the meeting of Study Group 7 in October 2008 ([Document 7/46](#))
- 5** Report on the Radiocommunication Advisory Group meeting (RAG-09)
- 6** Executive Reports from Working Parties
  - 6.1** Working Party 7A
  - 6.2** Working Party 7B
  - 6.3** Working Party 7C
  - 6.4** Working Party 7D
- 7** Appointment of the Working Party 7D Chairman
- 8** Consideration of new and revised Recommendations
  - 8.1** Adoption of draft Recommendations and decision on approval procedure (see Resolution ITU-R 1-5, §§ 10.2.1, 10.2.2 and 10.4)
  - 8.2** Recommendations where notice of intention to seek adoption was not given (see Resolution ITU-R 1-5, §§ 10.2.3, 10.3 and 10.4)
    - Decision to seek adoption
    - Decision on approval procedure to be followed
- 9** Consideration of new and revised Questions
- 10** Consideration and adoption of new and revised Reports
- 11** Suppression of Recommendations, Reports and Questions
- 12** Progress in the development of Handbooks
- 13** Appointment and organization of the Editorial Group
- 14** Liaison with other Study Groups and international organizations
- 15** Consideration of other contributions
- 16** Consideration of future work programme and discussion on a tentative meeting schedule
- 17** Any other business

V. MEENS  
Chairman, Study Group 7

## **Annex 2**

### **Title and summary of the draft Recommendation**

Draft revision of Recommendation ITU-R SA.1345

Doc. [7/50](#)

#### **Methods for predicting radiation patterns of large antennas used for space research and radio astronomy**

This revision updates the Recommendation by a new Section 2.7 in Annex 1 which describes how to include the reflector surface distortion effects in modelling the antenna radiation pattern. In addition, Annex 3 has been removed and turned into a stand-alone ITU-R Report.

### **Annex 3**

## **Topics to be addressed at meetings of Working Parties 7A, 7B, 7C and 7D held immediately prior to the second day of the meeting of Study Group 7 and for which draft Recommendations may be developed**

### **Working Party 7A**

Standard-frequency and time-signal emissions (possible draft revision of Recommendation ITU-R TF.460-6 – See Annex 2 to Document 7A/22).

Standard frequencies and time signals – Characteristics of standard-frequency and time-signal emissions in allocated bands and characteristics of stations emitting with regular schedules with stabilized frequencies, outside of allocated bands (possible draft revision of Recommendation ITU-R TF.768 – See Annex 3 to Document 7A/22).

### **Working Party 7B**

Telecommunication requirements and characteristics of EESS and MetSat service systems for data collection and platform location (possible draft revision of Recommendation ITU-R SA.1627 – See Annex 1 to Document 7B/121).

Sharing and coordination criteria for service links in data collection systems in the Earth exploration-satellite and meteorological-satellite services (possible draft revision of Recommendation ITU-R SA.1164-2 – See Annex 2 to Document 7B/121).

Interference criteria for service links in data collection systems in the Earth exploration-satellite and meteorological-satellite services (possible draft revision of Recommendation ITU-R SA.1163-2 – See Annex 3 to Document 7B/121).

Emergency communications for manned space flight (possible draft new Recommendation ITU-R SA.[MANNED EMERGENCY COMM] – See Annex 4 to Document 7B/121).

Sharing between the space research service (Earth-to-space) and the inter-satellite, fixed and mobile services in the band 22.55-23.15 GHz (possible draft new Recommendation and/or Report ITU-R SA.[23 GHz SRS SHARING] – See Annex 5 to Document 7B/121).

Guidelines for efficient use of the band 25.5-27.0 GHz by the Earth exploration-satellite service (space-to-Earth) and space research service (space-to-Earth) (possible draft new Recommendation ITU-R SA.[26 GHz] – See Annex 6 to Document 7B/121).

### **Working Party 7C**

Characterization and assessment of degradation to EESS (passive) sensor operations from man made emission power sources (possible draft new Recommendation ITU-R RS.[AGGREGATE] – See Annex 4 to Document 7C/93).

Typical technical and operational characteristics of Earth exploration-satellite service (passive) systems using allocations between 1.4 and 275 GHz (possible draft new Recommendation ITU-R RS.[PASSIVE\_CHARS] – See Annex 5 to Document 7C/93).

Sharing the 31.5-31.8 GHz band by the Earth exploration-satellite service (passive) and the fixed service (possible draft new Report or Recommendation – See Annex 8 to Document 7C/93)

Use of remote sensing systems in the event of natural disasters and similar emergencies for warning and relief operations (possible draft new Recommendation ITU-R RS.[DISASTER] – See Annex 10 to Document 7C/93).

Interference criteria for meteorological aids operated in the 400.15-406 MHz and 1 668.4-1 700 MHz bands (possible draft revision of Recommendation ITU-R RS.1263 – See Annex 5 to Document 7C/259 from 2003-2007 Study Period).

Sharing and coordination criteria for meteorological aids in the 400.15-406 MHz and 1 668.4-1 700 MHz bands (possible draft revision of Recommendation ITU-R RS.1262 – consequential changes due to revision of Recommendation ITU-R RS.1263 – See Annex 5 to Document 7C/259 from 2003-2007 Study Period).

### **Working Party 7D**

Protection of the radio astronomy service from unwanted emissions resulting from applications of wideband digital modulation (possible draft revision of Recommendation ITU-R RA.1237 – See Annex 2 to Document 7D/82).

Preferred frequency bands for radio astronomical measurements in the range 1-3 THz (possible draft new Recommendation ITU-R RA.[1-3 THz] – See Annex 3 to Document 7D/82).

Levels of data loss to radio astronomy observations and percentage-of-time criteria resulting from degradation by interference for frequency bands allocated to the radio astronomy on a primary basis (possible draft revision of Recommendation ITU-R RA.1513-1 – See Annex 4 to Document 7D/82).