



Radiocommunication Bureau (BR)

Circular Letter
CR/366

19 June 2014

To Administrations of Member States of the ITU

Subject: Official e-mail address for receiving communication from the Radiocommunication Bureau related to the application of the Radio Regulations

The Radiocommunication Bureau has been facing difficulties in informing administrations of its actions in application of the Radio Regulations through telefaxes. The telefax could not be successfully sent to some administrations when using the telefax numbers which have been formally communicated to the Bureau. Under this circumstance, the Bureau has no other option than to send the same information by surface mail.

The use of surface mail however may lead to delay in the reception of the information by the administration and more importantly to later response by the administration which might result in potentially adverse regulatory effects for the status of their frequency assignments and allotments.

In response to this difficulty reported by the Director, Radiocommunication Bureau in its report to the World Radiocommunication Conference (WRC-12) (Paragraph 2.1.1 of Document 4 (Add2)), the Conference adopted Resolution 907 which instructs the Bureau to provide administrations with the necessary technical means to ensure that the modern electronic correspondence between administrations and Radiocommunication Bureau is secured. The Bureau, in collaboration with the General Secretariat, has initiated the development of this new secured electronics communication system. However, before the new electronic correspondence system between administrations and the Bureau is implemented, a temporary measure is required to enhance the correspondences between the Bureau and administrations.

In this context and following the recommendation of the Radio Regulations Board (RRB) to the Bureau to continue exploring all means of communication to contact an administration whenever communication difficulties occur (Doc 16 of 65th meeting of the RRB), the Bureau is pleased to announce that in addition to the surface mail, it would be ready to send an e-mail with PDF attachment (scanned telefax) to all administrations whose official e-mail address has been communicated to the Bureau whenever the communication through telefax would not be successful. The Bureau hopes that this new arrangement will alleviate communication difficulties with administrations and facilitate timely responses to the Bureau's communications by administrations.

Administrations are therefore kindly requested to either confirm the e-mail address already communicated to the ITU or provide the Bureau with an official e-mail address (not more than three) with duly signed letter (or telefax). In this regard, the personal e-mail address of a person should be avoided in view of the permanent and official nature of the address used for communication between administrations and the Bureau.

Correspondences to be sent by administrations to the Bureau should continue to use telefax or surface mail except the cases where a request for electronic format communication is mentioned in the Radio Regulations or in the Rules of Procedure relating to receivability of forms of notice until further notice.

The Bureau remains at the disposal of your Administration via the brmail@itu.int address for any clarification you may require with respect to the subjects covered in this Circular Letter.



François Rancy
Director

Distribution :

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Administration of Member States of the ITU
Members of the Radio Regulations Board