

INTERNATIONAL TELECOMMUNICATION UNION



Radiocommunication Bureau
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Circular Letter
3/LCCE/27

22 January 2007

**To Member States of the ITU and Radiocommunication Sector Members
participating in the work of Working Parties 3J, 3K, 3L and 3M
of Radiocommunication Study Group 3**

Subject: Meetings of Working Parties 3J, 3K, 3L and 3M

Working Party 3J: Propagation fundamentals

Working Party 3K: Point-to-area propagation

Working Party 3L: Ionospheric propagation

Working Party 3M: Point-to-point and Earth-space propagation

Introduction

By means of this Circular Letter, we wish to announce that meetings of ITU-R Working Parties 3J, 3K, 3L and 3M will take place in the ITU Headquarters in Geneva from 16 to 25 April 2007 (see the table below). A meeting of Study Group 3 will take place in the ITU Headquarters in Geneva from 26 to 27 April 2007.

Groups	Meeting dates	Deadline for contributions 16:00 hours UTC	Opening session
Working Party 3J	16-25 April 2007	Monday, 9 April 2007	Opening at 10:45 hours on 16 April
Working Party 3K	17-25 April 2007	Tuesday, 10 April 2007	Opening at 9:30 Hours On 17 April
Working Party 3L	23-25 April 2007	Monday, 16 April 2007	Opening at 9:30 hours on 23 April
Working Party 3M	16-25 April 2007	Monday, 9 April 2007	Opening at 9:30 hours on 16 April

Services directly connected with meeting activities, such as delegate registration, document distribution, etc. will be located in the vicinity of the meeting rooms. Registration of delegates will start at 08:30 hours, **in the Montbrillant building (all delegates should enter the building exclusively through this entrance)** on the opening days.

Programme of the meetings

Draft agendas for the meetings are contained in Annex 1. The Questions assigned may be found on: <http://www.itu.int/pub/R-QUE-SG03/en>. The Working Parties will conduct their work in English.

Contributions

Contributions in response to the work of Working Parties 3J, 3K, 3L and 3M are invited. These will be processed according to the provisions laid down in Resolution ITU-R 1-4 and posted on <http://www.itu.int/ITU-R/index.asp?category=study-groups&link=rsg3&lang=en> (see “contributions” of the relevant Working Party) and a limited number of paper copies will be available at the meetings. **The deadlines for submission of contributions are specified in the table above.** Submissions received later than these deadlines cannot be accepted.

Participants are requested to submit contributions by electronic mail to:

rsg3@itu.int

A copy should also be sent to the Chairmen of the relevant Working Parties and to the Chairman and Vice-Chairmen of Study Group 3. The pertinent addresses can be found on:

<http://www.itu.int/ITU-R/index.asp?category=study-groups&link=rsg&lang=en> (see Chairmen and Vice-Chairmen)

Visa requirements

We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Switzerland. The visa must be requested and obtained from the office (embassy or consulate) representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure. If problems are encountered, the Union can, at the official request of the administration or company you represent, approach the competent Swiss authorities in order to facilitate delivery of the visa.

Visa requests should be made via an official covering letter from the administration or company you represent. This letter must specify your name and function, date of birth, passport number as well as the date of issuance and expiration. The letter must be accompanied by a photocopy of your passport and completed registration form and must be sent by fax to the ITU-R Document and Meetings Unit, Office V.434, Attention: Mrs. L. Kocher. The fax number is +41 22 730 6600. Please note that the Union needs at least one week to process all papers required for the delivery of a visa.

Participation

The intended participation of your representative(s) should be advised not later than one month before the opening of the meeting, by means of the annexed form (Annex 2) (to be photocopied as required). For hotel accommodation see <http://www.itu.int/travel/>.

V. Timofeev
Director, Radiocommunication Bureau

Annexes: 2

Distribution:

- Administrations of Member States and Radiocommunication Sector Members participating in the work of Radiocommunication Working Parties 3J, 3K, 3L and 3M of Radiocommunication Study Group 3
- ITU-R Associates participating in the work of Radiocommunication Study Group 3
- Chairman and Vice-Chairmen of Radiocommunication Study Group 3
- 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 Working Party 3J

(Geneva, 16-25 April 2007)
(Opening at 10:45 hours on 16 April 2007)

- 1 Opening remarks
- 2 Approval of the agenda
- 3 Questions assigned to the Working Party:
http://www.itu.int/publications/publications.aspx?lang=en&parent=R-QUE-SG03&r_que_group=WP3J
- 4 Working Party 3J Chairman's Report (Document 3J/159 at:
<http://www.itu.int/md/R03-WP3J-C-0159/en>)
- 5 Issues concerning Radiocommunication Assembly 2007 (RA-07) and World Radiocommunication conference 2007 (WRC-07)
- 6 Organization of the work during the meeting
 - 6.1 Allocation of texts and documents
 - 6.2 Liaison statements
- 7 Reports by Subgroup Chairmen and discussion of documents
 - 7.1 3J-1 Effects of the clear atmosphere
 - 7.2 3J-2 Effects of clouds and precipitation
 - 7.3 3J-3 Noise and ground-wave propagation
 - 7.4 3J-4 Global mapping and statistical aspects
 - 7.5 3J-5 Vegetation and obstacle diffraction
- 8 Handbooks
- 9 Approval of output documents
- 10 Any other business

M. PONTES
Chairman, Working Party 3J

Documentation relevant to the meeting of Working Party 3J

Question ITU-R 201-2/3 Question ITU-R 209/3

Question ITU-R 202-1/3 Question ITU-R 214-1/3

Working Party 3J Chairman's Report, Document 3J/159 (Geneva, 28 September – 9 October 2006)
at: <http://www.itu.int/md/R03-WP3J-C-0159/en>

Contributions to agenda items, received in accordance with Resolution ITU-R 1-4.

Draft agenda for the meeting of Working Party 3K

(Geneva, 17-25 April 2007)
(Opening at 9:30 hours on 17 April 2007)

- 1 Opening remarks
- 2 Approval of the agenda
- 3 Questions assigned to the Working Party:
http://www.itu.int/publications/publications.aspx?lang=en&parent=R-QUE-SG03&r_que_group=WP3K
- 4 Examination of WP 3K Chairman's Report (Document 3K/142 at:
<http://www.itu.int/md/R03-WP3K-C-0142/en>)
- 5 Issues concerning Radiocommunication Assembly 2007 (RA-07) and World Radiocommunication conference 2007 (WRC-07)
- 6 Organization of the work during the meeting
 - 6.1 Allocation of texts and documents
 - 6.2 Liaison statements
- 7 Work programme
 - 7.1 Propagation aspects concerning terrestrial path specific prediction methods in the frequency range 30 MHz – 3 GHz (3K-1)
 - 7.2 Propagation aspects concerning terrestrial path general prediction methods in the frequency range 30 MHz – 3 GHz (3K-2)
 - 7.3 Propagation aspects concerning short-path personal communications and wireless LANS in the frequency range 300 MHz – 100 GHz (3K-3)
 - 7.4 Propagation aspects concerning terrestrial wireless access systems (3K-4)
 - 7.5 Propagation aspects concerning ultra-wideband (UWB) devices from about 1 GHz to about 10 GHz (3K-5)
 - 7.6 Handbooks
- 8 Approval of output documents
- 9 Future work programme
- 10 Any other business

R. GROSSKOPF
Chairman, Working Party 3K

Documentation relevant to the meeting of Working Party 3K

Question ITU-R 203-3/3 Question ITU-R 211-3/3

Working Party 3K Chairman's Report, Document 3K/142 (Geneva, 29 September – 6 October 2006) at: <http://www.itu.int/md/R03-WP3K-C-0142/en>

Contributions to agenda items, received in accordance with Resolution ITU-R 1-4.

Draft agenda for the meeting of Working Party 3L

(Geneva, 23-25 April 2007)
(Opening at 9:30 hours on 23 April 2007)

- 1 Opening remarks
- 2 Approval of the agenda
- 3 Questions assigned to the Working Party:
http://www.itu.int/publications/publications.aspx?lang=en&parent=R-QUE-SG03&r_que_group=WP3L
- 4 Working Party Chairman's Report (Document 3L/82 at:
<http://www.itu.int/md/R03-WP3L-C-0082/en>)
- 5 Issues concerning Radiocommunication Assembly 2007 (RA-07) and World Radiocommunication conference 2007 (WRC-07)
- 6 Organization of the work during the meeting
 - 6.1 Allocation of texts and documents
 - 6.2 Liaison statements
- 7 Work Programme and discussion of documents
 - 7.1 Propagation below about 2 MHz (3L-1)
 - 7.2 Propagation above about 2 MHz (3L-2)
 - 7.3 Trans-ionospheric propagation (3L-3)
 - 7.4 Power line transmission (3L-4)
 - 7.5 Measurements and data banks (3L-5)
- 8 Approval of output documents
- 9 Future work
- 10 Any other business

J. WANG
Chairman, Working Party 3L

Documentation relevant to the meeting of Working Party 3L

Question ITU-R 212-1/3	Question ITU-R 225-4/3
Question ITU-R 213-1/3	Question ITU-R 226-2/3
Question ITU-R 218-2/3	Question ITU-R 227-1/3
Question ITU-R 221/3	Question ITU-R 229/3
Question ITU-R 222-1/3	Question ITU-R 230/3

Working Party 3L Chairman's Report, Document 3L/82 (Geneva, 3-6 October 2006) at:
<http://www.itu.int/md/R03-WP3L-C-0082/en>

Contributions to agenda items, received in accordance with Resolution ITU-R 1-4.

Draft agenda for the meeting of Working Party 3M

(Geneva, 16-25 April 2007)
(Opening at 9:30 hours on 16 April 2007)

- 1 Opening remarks
- 2 Approval of the agenda
- 3 Questions assigned to the Working Party:
http://www.itu.int/publications/publications.aspx?lang=en&parent=R-QUE-SG03&r_que_group=WP3M
- 4 Working Party Chairman's Report (Document 3M/178 at:
<http://www.itu.int/md/R03-WP3M-C-0178/en>)
- 5 Requirements for Radiocommunication Assembly 2007 (RA-07) and World Radiocommunication conference 2007 (WRC-07)
- 6 Organization of the work during the meeting
 - 6.1 Allocation of texts and documents
 - 6.2 Liaison statements
- 7 Work programme of the meeting
 - 7.1 Propagation aspects of terrestrial point-to-point communication (3M-1)
 - 7.2 Propagation aspects of Earth-space communication (FSS, BSS and MSS) (3M-2)
 - 7.3 Propagation aspects of interference and coordination (3M-3)
 - 7.4 Data banks (3M-4)
- 8 Handbooks
- 9 Future work programme
- 10 Any other business

C.D. WILSON
Chairman, Working Party 3M

Documentation relevant to the meeting of Working Party 3M

Question ITU-R 204-3/3	Question ITU-R 208-3/3
Question ITU-R 205-1/3	Question ITU-R 226-2/3
Question ITU-R 206-3/3	Question ITU-R 228/3
Question ITU-R 207-3/3	

Working Party 3M Chairman's Report, Document 3M/178 (Geneva, 28 September – 6 October 2006) at: <http://www.itu.int/md/R03-WP3M-C-0178/en>

Contributions to agenda items, received in accordance with Resolution ITU-R 1-4.



Annex 2
Registration Form
ITU-R Meetings
Geneva, Switzerland, 16 April – 26 June 2007

Radiocommunication Bureau

I wish to participate in

WP 3J 16-25/4	WP 3M 16-25/4	WP 3K 17-25/4	WP 3L 23-25/4	WP 6A 23-27/4	WP 6M 23-27/4	WP 6S 26/4-3/5	SG 3 26-27/4	WP 6E 30/4-4/5

WP 6J 30/4-4/5	WP 6Q 2-4/5	SG 6 7-8/5	WP 9B 8-16/5	WP 9D 8-16/5	WP 9A 10-14/5	WP 9C 14-16/5	SG 9 17-18/5	WP 4-9S 21-25/5

WP 4A 23/5-1/6	WP 4B 4-8/6	WP 1A 11-15/6	WP 1B 11-15/6	WP 1C 11-15/6	SG 1 18-19/6	WP 8A 12-20/6	WP 8B 13-21/6	WP 8D 14-22/6	SG 8 25-26/6

Mr. Mrs. Ms. Miss:
(family name) (first name)

Accompanied by family member(s):
(family name) (first name)

1. REPRESENTATION

Name of Member State:

☐

Head of Delegation

☐

Deputy

☐

Delegate

To be completed by representatives of Member States only

Name of Sector Member:

☐

Recognized Operating Agencies

☐

Regional Telecommunication Organizations

☐

Scientific or Industrial Organizations

☐

Intergovernmental Organizations operating Satellite Systems

☐

UN, Specialized Agencies and the IAEA

☐

Other Entities dealing with Telecommunication matters

☐

Regional and other International Organizations

☐

Associates

2. OFFICIAL ADDRESS

Name of the Company:

Street Address:

City/State/Code/Country:

Business tel.: Fax:

E-mail: In case of emergency:

3. DOCUMENTS

I wish to receive paper copies during the meeting:

☐

Yes

☐

No

If yes, indicate one language only:

☐

English

☐

French

☐

Spanish

☐

Arabic

☐

Chinese

☐

Russian

Upon request, contributions are available at the Document Distribution Desk

Date : Signature:

For BR Secretariat use only

Approved (if applicable)

Personal Section

Meeting Section

Pigeonhole

To be returned duly completed to the Radiocommunication Bureau

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