



**Telecommunication
Development Bureau (BDT)**

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Geneva, 13 May 2013

To:
Communications Administrations, Regulators,
ITU Sector Members and Associates, Regional
Organizations from CIS and Europe

Subject: ITU Regional Seminar for CIS and Europe “Radio Frequency Spectrum Management. Radio Monitoring as an Effective Tool for Radio Frequency Spectrum Management”, Kiev, Ukraine, 10-12 July 2013

Dear Sir/Madam,

On behalf of the International Telecommunication Union (ITU), I am pleased to invite you to the Regional Seminar for the CIS and Europe “Radio Frequency Spectrum Management. Radio Monitoring as an Effective Tool for Radio Frequency Spectrum Management”, which is organized by the Telecommunication Development Bureau in cooperation with the Ukrainian State Centre of Radio Frequencies (UCRF) and to be held in Kiev, Ukraine, from 10 to 12 July 2013.

This Seminar is intended for representatives from ministries, regulators, spectrum management bodies, research and development organizations, equipment designers and manufacturers, telecommunication operators, universities and other interested stakeholders of the ITU Member States, Sector Members and Associates from the CIS and Europe.

This Seminar is aimed at sharing practical experience in spectrum management and monitoring activities in the CIS and European countries, including spectrum monitoring automation, measurement of new digital signals, QoS and coverage measurements, monitoring in microwave band, spectrum management during major events.

Within the framework of the closing day of the Seminar, the participants will have an opportunity to visit the 6th International Exhibition “Radio Monitoring Equipment and systems: Status and Prospects of Development and Production”, which is held by the UCRF biyearly.

The Seminar will be conducted in Russian and English with simultaneous interpretation.

The Seminar will be paperless. Documents related to this event, including programme, registration form, presentations and practical information for participants will be posted on the ITU website at: <http://www.itu.int/en/ITU-D/Regional-Presence/CIS/Pages/EVENTS/2013/0710Kiev/default.aspx>

Please note that there is no participation fee for this event. However, all expenses related to the travel, accommodation and insurance of the participants should be covered by your Administration/Organizations.

If you wish to participate in the Seminar, you are requested to kindly fill out the Registration Form attached

(Annex 2) and send it to the contacts indicated in the form by **24 June 2013**.

Those participants requiring entry visa to Ukraine are requested to contact their local Ukrainian Consulate for visa information well in advance.

Should you require any further information or need clarifications please do not hesitate to contact Mr. Andrei Untila, Programme Officer, ITU Area Office for the CIS, tel.: +7(495)926-60-70, fax: +7(495)926-60-73, e-mail: andrei.untila@itu.int; Mr. Jaroslaw Ponder, Coordinator for Europe Region, tel.: +41 22 730 54 67, e-mail eurregion@itu.int and Mr. Dmytro Protsenko, Deputy Head of Radio Frequency Assignments Directorate, UCRF, tel.: + 380 44 422-81-55; fax: +380 44 422-81-81, e-mail: protsenko@ucrf.gov.ua.

Yours faithfully,

[Original signed]

Brahima Sanou
Director

Annexes:

1. Draft Agenda



**ITU Regional Seminar for the CIS and Europe
«Radio frequency spectrum management.
Radio monitoring as an effective tool for radio
frequency spectrum management»**



Kyiv, Ukraine, 10 – 12 July 2013

Draft Agenda

10 July 2013, Wednesday

08:30—09:30	Registration of participants
09:30—10:00	Opening remarks: <ul style="list-style-type: none"> ·National Commission for State Regulation of Communications and Informatization of Ukraine; ·State Service of Special Communication and Information Protection of Ukraine; ·Ukrainian State Centre of Radio Frequencies; · International Telecommunication Union (ITU).
10:00—10:30	Session 1. Topical issues of radio frequency management <ul style="list-style-type: none"> – Key trends development tendencies and frequency management tasks at the present stage of progress of communications – Objectives of international and national institutions in the field of frequency management to ensure an implementation of new radio technologies and their sharing with existing radio technologies
10:30—11:00	Coffee break
11:00—12:30	Continuation of Session 1
12:30—14:00	Lunch break
14:00—15:30	Section 2. Automation of radio monitoring is a key issue to increase efficiency of spectrum usage. National systems of radio monitoring <ul style="list-style-type: none"> – Tasks and structure of the national automated radio monitoring systems; – Interaction between radio monitoring system and automated frequency management system; – Promising approaches and areas for development of the automated radio monitoring systems; Jan Verduijn <i>Monitoring Automation as a Key Factor for Increasing the Effectiveness of Spectrum Use</i> <ul style="list-style-type: none"> – Regulatory, technical, scientific and methodological aspects and organizational arrangements to ensure the functioning of automated radio monitoring systems in real conditions of electromagnetic environment
15:30—16:00	Coffee break
16:00—17:30	Continuation of Session 2

11 July 2013, Thursday	
09:00—10:30	Session 3. Radio monitoring of new digital signals <ul style="list-style-type: none"> Results of practical studies on radio monitoring capabilities and control of parameters of digital wideband low-power radio signals used in the up-to-date radio technologies, as well as on requirements to equipment and its functional and technical capabilities Technical solutions aimed at ensuring the detection and measurement of radio emission parameters, direction finding and determination of radio emitters sites
10:30—11:00	Coffee break
11:00—12:30	Presentation of the radio monitoring system by the Ukrainian State Centre for Radio Frequencies (UCRF) <p>During the presentation, the Seminar participants will be acquainted with the structure, topology, functional and technical capabilities of the UCRF radio monitoring system, including control unit for automated radio monitoring system and space radio monitoring station of the UCRF</p>
12:30—14:00	Lunch break
14:00—15:30	Session 4. Microwave band monitoring: theory and practice <ul style="list-style-type: none"> Regulatory, technical and organizational aspects of radio monitoring and measurement of radio emission parameters in microwave range in different countries, in particular, radio monitoring of transmitters in fixed service Specifics in radio monitoring of satellite stations and geolocation of earth stations <p>Jan Verduijn <i>Relation to spectrum monitoring</i></p>
15:30—16:00	Coffee break
16:00—17:30	Session 5. Practical measurement of coverage area and QoS parameters of cellular networks and digital terrestrial TV broadcasting <ul style="list-style-type: none"> national specifics in measuring the cellular network coverage and QoS parameters national specifics in measuring the coverage and QoS parameters of digital terrestrial TV broadcasting practical results of different countries on coverage and QoS measurements

12 July 2013, Friday

09:00—10:30	Session 6: Frequency management and radio monitoring at major events <ul style="list-style-type: none"> – Guidelines of international organizations on frequency management and monitoring before, during and after the major events – Experiences of Communication Administrations in ensuring frequency management and radio monitoring for the major events
10:30—11:00	Coffee break
11:00—12:30	Tour of the 6th International Exhibition “Radio Monitoring Equipment and Systems: Status and Prospects of Development and Production” <p>The Seminar participants will have the opportunity to get acquainted with up-to-date fixed and mobile radio monitoring facilities, ancillary equipment and measuring devices, which are used to ensure the radio monitoring tasks, radio control and spectrum usage assessment, as well as with the latest software solutions, developed by the leading domestic and foreign manufacturers, which are used for electromagnetic compatibility calculations, spectrum management, control of radio monitoring facilities and data processing</p>
12:30—14:00	<i>Lunch break</i>
14:00—15:30	Continuation of the tour of the 6th International Exhibition “Radio Monitoring Equipment and Systems: Status and Prospects of Development and Production”
15:30—16:00	Coffee break
16:00—16:30	Presentation of the ITU certificates Summing up. Approval of the Seminar conclusions and recommendations