



INTERNATIONAL TELECOMMUNICATION UNION

Radiocommunication Bureau

(Direct Fax N°. +41 22 730 57 85)

**Circular Letter
3/LCCE/34**

28 February 2013

**To Administrations of Member States of the ITU, Radiocommunication Sector Members,
ITU-R Associates participating in the work of Radiocommunication
Study Group 3 and ITU-R Academia**

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 and radio noise

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

1 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 17-26 June 2013 (see the table below).

Groups	Meeting dates	Opening session	Deadline for contributions 16:00 hours UTC
Working Party 3J	17-26 June 2013	Opening at 0930 hours on 17 June 2013	Monday, 10 June 2013
Working Party 3K	17-26 June 2013	Opening at 1100 hours on 17 June 2013	Monday, 10 June 2013
Working Party 3L	19-26 June 2013	Opening at 0930 hours on 19 June 2013	Wednesday, 12 June 2013
Working Party 3M	17-26 June 2013	Opening at 1400 hours on 17 June 2013	Monday, 10 June 2013

2 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.

3 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 1-6.

The membership is encouraged to submit contributions (including revisions, addenda and corrigenda to contributions) in order for them to be received 12 calendar days prior to the start of the meeting. The deadline for reception of contributions is seven calendar days (1600 hours UTC) prior to the start of the meeting. **The deadlines for reception of contributions for these meetings are specified in the table above.** Submissions received later than these deadlines cannot be accepted. Resolution ITU-R 1-6 stipulates 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: rsg3@itu.int. A copy of each contribution should also be sent to the Chairman of the relevant Working Party and to the Chairman and Vice-Chairmen of Study Group 3. The pertinent addresses can be found on:

<http://www.itu.int/go/rsg3/ch>

<http://www.itu.int/go/rwp3j/ch>

<http://www.itu.int/go/rwp3k/ch>

<http://www.itu.int/go/rwp3l/ch>

<http://www.itu.int/go/rwp3m/ch>

4 Documents

Contributions will be posted “as received” within one working day on the webpages established for this purpose:

<http://www.itu.int/md/R12-WP3J.AR-C/en>

<http://www.itu.int/md/R12-WP3K.AR-C/en>

<http://www.itu.int/md/R12-WP3L.AR-C/en>

<http://www.itu.int/md/R12-WP3M.AR-C/en>

The official versions will be posted within three working days on:

<http://www.itu.int/md/R12-WP3J-C/en>

<http://www.itu.int/md/R12-WP3K-C/en>

<http://www.itu.int/md/R12-WP3L-C/en>

<http://www.itu.int/md/R12-WP3M-C/en>

In agreement with the Chairmen of Working Parties 3J, 3K, 3L and 3M, **the Working Party meetings will be completely paperless.** Wireless LAN facilities will be available for use by delegates in the meeting rooms. Printers are available in the cyber café of the 2nd basement of the Tower building and on the ground and first floors of the Montbrillant building for delegates who wish to print documents. In addition, a limited number of laptops are available for those who do not have one. Please enquire at the Registration Desk for further information.

5 Remote participation

In order to facilitate remote participation in ITU-R meetings an audio webcast of the Working Party plenary sessions will be provided through the ITU Internet Broadcasting Service (IBS).

Remote participants wishing to actively participate (e.g. to introduce a contribution) will need to register in advance for the meeting (see section 6) and coordinate their active participation at least one month prior to the meeting with the responsible Counsellor.

Further information regarding remote participation can be found at:

www.itu.int/ITU-R/go/rsg-remote/

6 Participation/Visa requirements

Delegate/participant registration for the meetings will be carried out online via the ITU-R website. Member States, Sector Members, Associates and Academia were each 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) and detailed information regarding visa requirements is available at:

www.itu.int/en/ITU-R/information/events

The Delegate Registration desk will open at 0830 hours on the first day of each 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/net4/travel/index.aspx>.

François Rancy
Director, Radiocommunication Bureau

Annex: 1

Distribution:

- Administrations of Member States of the ITU and Radiocommunication Sector Members participating in the work of Radiocommunication Study Group 3
- ITU-R Associates participating in the work of Radiocommunication Study Group 3
- ITU-R Academia
- 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

Draft agenda for the meeting of Working Party 3J

(Geneva, 17-26 June 2013)
(Opening at 0930 hours on 17 June 2013)

- 1 Opening remarks
- 2 Approval of the agenda
- 3 Report of the meeting of Working Party 3J (Geneva, 18-27 June 2012)
- 5 Working structure and document assignment
- 6 Any other business

M. PONTES
Chairman, Working Party 3J

Documentation relevant to the meeting of Working Party 3J

Questions assigned to the Working Party:

<http://www.itu.int/ITU-R/go/que-rwp3j/en>

Working Party 3J Chairman's Report, [Document 3J/25](#)

Contributions to Agenda items, received in accordance with Resolution ITU-R 1-6.

Draft agenda for the meeting of Working Party 3K

(Geneva, 17-26 June 2013)
(Opening at 1100 hours on 17 June 2013)

- 1 Opening remarks
- 2 Approval of the agenda
- 3 Report of the meeting of Working Party 3K (Geneva, 18-27 June 2012)
- 4 Working structure and document assignment
- 5 Any other business

P. MCKENNA
Chairman, Working Party 3K

Documentation relevant to the meeting of Working Party 3K

Questions assigned to the Working Party:

<http://www.itu.int/ITU-R/go/que-rwp3k/en>

Working Party 3K Chairman's Report, [Document 3K/29](#)

Contributions to Agenda items, received in accordance with Resolution ITU-R 1-6.

Draft agenda for the meeting of Working Party 3L

(Geneva, 19-26 June 2013)
(Opening at 0930 hours on 19 June 2013)

- 1 Opening remarks
- 2 Approval of the agenda
- 3 Report of the meeting of Working Party 3L (Geneva, 20-27 June 2012)
- 4 Working structure and document assignment
- 5 Any other business

L. BARCLAY
Chairman, Working Party 3L

Documentation relevant to the meeting of Working Party 3L

Questions assigned to the Working Party:

<http://www.itu.int/ITU-R/go/que-rwp3l/en>

Working Party 3L Chairman's Report, [Document 3L/28](#)

Contributions to Agenda items, received in accordance with Resolution ITU-R 1-6.

Draft agenda for the meeting of Working Party 3M

(Geneva, 17-26 June 2013)
(Opening at 1400 hours on 17 June 2013)

- 1 Opening remarks
- 2 Approval of the agenda
- 3 Report of the meeting of Working Party 3M (Geneva, 18-27 June 2012)
- 4 Working structure and document assignment
- 5 Any other business

C.D. WILSON
Chairman, Working Party 3M

Documentation relevant to the meeting of Working Party 3M

Questions assigned to the Working Party:

<http://www.itu.int/ITU-R/go/que-rwp3m/en>

Working Party 3M Chairman's Report, [Document 3M/50](#)

Contributions to Agenda items, received in accordance with Resolution ITU-R 1-6.



Radiocommunication Bureau

(Direct Fax N°. +41 22 730 57 85)

**Administrative Circular
CACE/608**

8 March 2013

**To Administrations of Member States of the ITU, Radiocommunication Sector Members,
ITU-R Associates participating in the work of Radiocommunication
Study Group 3 and ITU-R Academia**

Subject: Meeting of Radiocommunication Study Group 3 (Radiowave propagation),
Geneva, 27-28 June 2013

1 Introduction

By means of this Administrative Circular, we wish to announce that a meeting of ITU-R Study Group 3 will take place in Geneva from 27 to 28 June 2013, following the meetings of Working Parties 3J, 3K, 3L and 3M (17-26 June 2013, see Circular Letter [3/LCCE/34](#) dated 28 February 2013).

The Study Group meeting will be held in the ITU Headquarters, Geneva. The opening session will take place at 0930 hours.

Group	Meeting date	Deadline for contributions 1600 hours UTC	Opening session
Study Group 3	27-28 June 2013	Thursday, 20 June 2013	Thursday, 27 June 2013 at 0930 hours

2 Programme of meeting

The draft agenda for the meeting of Study Group 3 is contained in Annex 1. The Questions assigned to Study Group 3 can be found on:

<http://www.itu.int/ITU-R/go/que-rsg3/en>

2.1 Adoption of draft Recommendations at the Study Group meeting (§ 10.2.2 of Resolution ITU-R 1-6)

No Recommendations are proposed for adoption by the Study Group in accordance with § 10.2.2 of Resolution ITU-R 1-6.

2.2 Adoption of draft Recommendations by a Study Group by correspondence (§ 10.2.3 of Resolution ITU-R 1-6)

The procedure described in § 10.2.3 of Resolution ITU-R 1-6 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 3J, 3K, 3L and 3M, held prior to 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 shall use the procedure for simultaneous adoption and approval (PSAA) by correspondence of these draft Recommendations as described in § 10.3 of Resolution ITU-R 1-6 (see also § 2.3 below), if there is no objection by any Member State attending the meeting.

In accordance with § 2.25 of Resolution ITU-R 1-6, Annex 2 to this Circular contains a list of topics to be addressed at the Working Party meetings held 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 1-6 unless the Study Group has decided to use the PSAA procedure as described in § 10.3 of Resolution ITU-R 1-6 (see § 2.2 above).

3 Contributions

Contributions in response to the work of Study Group 3 are processed according to the provisions laid down in Resolution ITU-R 1-6 and posted on <http://www.itu.int/md/R12-SG03-C/en>.

The membership is encouraged to submit contributions (including revisions, addenda and corrigenda to contributions) in order for them to be received 12 calendar days prior to the start of the meeting. The deadline for reception of contributions is seven calendar days (1600 hours UTC) prior to the start of the meeting. **The deadline for reception of contributions is Thursday, 20 June 2013 at 1600 hours UTC.** Contributions received later than this deadline cannot be accepted. Resolution ITU-R 1-6 stipulates 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:

rsg3@itu.int

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

<http://www.itu.int/go/rsg3/ch>

4 Documents

Contributions will be posted “as received” within one working day on the webpage established for this purpose:

<http://www.itu.int/md/R12-SG03.AR-C/en>

The official versions will be posted on <http://www.itu.int/md/R12-SG03-C/en> within 3 working days.

In agreement with the Chairman of Study Group 3, **the upcoming Study Group meeting will be completely paperless**. Wireless LAN facilities will be available for use by delegates in the meeting rooms. Printers are available in the cyber café of the 2nd basement of the Tower building and on the ground and first floors of the Montbrillant building for delegates who wish to print documents. In addition, the Service Desk (servicedesk@itu.int) has prepared a limited number of laptops for those who do not have one.

5 Interpretation

Given that the meeting is scheduled to be held with interpretation, please note that interpretation will only be provided when Member States so request. Requests for interpretation should be sent to rsg3@itu.int at least one month before the start of the meeting, i.e. by 27 May 2013 at the latest. This deadline is required in order for the secretariat to make the necessary arrangements for interpretation.

6 Remote participation

In order to facilitate remote participation in ITU-R meetings an audio webcast of the Study Group Plenary meetings in all available languages (i.e. all those that were requested – see section 5) will be provided through the ITU Internet Broadcasting Service (IBS).

Remote participants wishing to actively participate (e.g. to introduce a contribution) will need to register in advance for the meeting (see section 7) and coordinate their active participation at least one month prior to the meeting with the responsible Counsellor.

Further information regarding remote participation can be found at: www.itu.int/ITU-R/go/rsg-remote/.

7 Participation/Visa requirements

Delegate/participant registration for the meeting will be carried out online via the ITU-R website. Member States, Sector Members, Associates and ITU-R Academia were each 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 Event Registration and Practical Information** webpage at:

<http://www.itu.int/en/ITU-R/information/events/Pages/eventregistration.aspx>

The Delegate Registration desk will open at 0830 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/en/ITU-R/information/events/Pages/accommodation.aspx>.

François Rancy
Director, Radiocommunication Bureau

Annexes: 2

Distribution:

- Administrations of Member States of the ITU and Radiocommunication Sector Members participating in the work of Radiocommunication Study Group 3
- ITU-R Associates participating in the work of Radiocommunication Study Group 3
- ITU-R Academia
- 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 3

(Geneva, 27-28 June 2013, at 0930 hours)

- 1** Opening of the meeting
- 2** Approval of the agenda
- 3** Results of the Radiocommunication Advisory Group (RAG) meeting relevant to Study Group 3
- 4** Consideration of the outputs of the Working Parties
 - 4.1** Working Party 3J
 - 4.2** Working Party 3K
 - 4.3** Working Party 3L
 - 4.4** Working Party 3M
- 5** Consideration of other inputs (if any)
- 6** Consideration of new and revised Recommendations
 - 6.1** Recommendations where notice of intention to seek adoption was not given (see Resolution ITU-R 1-6, §§ 10.2.3, 10.3 and 10.4)
 - Decision on eventual approval procedure to be followed
- 7** Consideration of new and revised Reports
- 8** Consideration of new and revised Questions
- 9** Suppression of Recommendations, Reports and Questions
- 10** Consideration of other contributions
- 11** Status of Handbooks, Questions, Recommendations, Reports, Opinions, Resolutions and Decisions
- 12** Liaison with other Study Groups and international organisations
- 13** Schedule of meetings
- 14** Any other business

B. ARBESSER-RASTBURG
Chairman, Radiocommunication Study Group 3

Annex 2

Topics to be addressed at meetings of Working Parties 3J, 3K, 3L and 3M held immediately prior to the meeting of Study Group 3 and for which draft Recommendations may be developed

Working Party 3J

- Working document towards a revision of Recommendation ITU-R P.833-7 - Attenuation in vegetation ([Annex 1 to Document 3J/25](#))
- Working document towards a preliminary draft new Recommendation ITU-R P.[MATERIAL_EFFECT] - Effects of building materials and structures on radiowave propagation above about 100 MHz ([Annex 2 to Document 3J/25](#))
- Draft revision of Recommendation ITU-R P.526-12 - Propagation by diffraction ([Annex 3 to Document 3J/25](#))
- Working document toward a revision to Recommendation ITU-R P.1057-2 - Probability distributions relevant to radiowave propagation modelling ([Annex 4 to Document 3J/25](#))
- Working document towards a revision of Recommendation ITU-R P.1407-4 - Multipath propagation and parameterization of its characteristics ([Annex 6 to Document 3J/25](#))

Working Party 3K

- Proposed editorial corrections in Recommendation ITU-R P.1812-2 ([Annex 1 to Document 3K/29](#))
- Editorial corrections to Recommendation ITU-R P.1546-4 ([Annex 3 to Document 3K/29](#))
- A possible approach for the working document toward preliminary draft revision of Recommendation ITU-R P.1546 - Method for point-to-area predictions for terrestrial services in the frequency range 30 MHz to 3 000 MHz ([Annex 5 to Document 3K/29](#))
- Preliminary draft revision of Recommendation ITU-R P.1238-7 - Propagation data and prediction methods for the planning of indoor radiocommunication systems and radio local area networks in the frequency range 900 MHz to 100 GHz ([Annex 6 to Document 3K/29](#))
- Preliminary draft revision of Recommendation ITU-R P.1411 - Propagation data and prediction methods for the planning of short-range outdoor radiocommunication systems and radio local area networks in the frequency range 300 MHz to 100 GHz ([Annex 7 to Document 3K/29](#))
- Propagation data and prediction method required for the design of land-mobile to land-mobile telecommunication systems ([Annex 8 to Document 3K/29](#))

Working Party 3L

- Draft revision of Recommendation ITU-R P.832 - World Atlas of Ground Conductivities ([Annex 1 to Document 3L/28](#))
- Draft revision of Recommendation ITU-R P.1321 ([Annex 2 to Document 3L/28](#))
- Draft revision of Recommendation ITU-R P.842 - Computation of reliability and compatibility of HF radio systems ([Annex 3 to Document 3L/28](#))
- Draft revision of Recommendation ITU-R P.533 - Method for the prediction of the performance of HF circuits ([Annex 4 to Document 3L/28](#))
- Draft revision of Recommendation ITU-R P.313 - Exchange of information for short-term forecasts and transmission of ionospheric disturbance warnings ([Annex 5 to Document 3L/28](#))
- Draft revision of Recommendation ITU-R P.531 - Ionospheric propagation data and prediction methods required for the design of satellite services and systems ([Annex 6 to Document 3L/28](#))
- Preliminary draft revision of Recommendation ITU-R P.372 - Radio Noise ([Annex 8 to Document 3L/28](#))

Working Party 3M

- Proposed draft revision to Recommendation ITU-R P.530-14 - Propagation data and prediction methods required for the design of terrestrial line-of-sight systems ([Annex 2 to Document 3M/50](#))
 - Correction of Table 1 in Recommendation ITU-R P.617-2 - Propagation prediction techniques and data required for the design of transhorizon radio-relay systems ([Annex 3 to Document 3M/50](#))
 - Terrestrial rain attenuation and total attenuation predictions in Recommendation ITU-R P.530 ([Annex 4 to Document 3M/50](#))
 - Working document toward a PDNR on prediction of path attenuation on links between an airborne platform and space and between an airborne platform and the surface of the Earth ([Annex 7 to Document 3M/50](#))
 - Recommendation ITU-R P.618-10 - Proposed revisions and future work ([Annex 8 to Document 3M/50](#))
 - Working document towards a revision of Recommendation ITU-R P.681 ([Annex 10 to Document 3M/50](#))
 - Draft revision of Recommendation ITU-R P.452 ([Annex 11 to Document 3M/50](#))
 - Draft revision of Recommendation ITU-R P.2001 - A general purpose wide-range terrestrial propagation model in the frequency range 30 MHz to 50 GHz ([Annex 14 to Document 3M/50](#))
-