

**Radiocommunication Bureau (BR)**

Administrative Circular  
**CACE/614**

13 June 2013

**To Administrations of Member States of the ITU, Radiocommunication Sector Members and ITU-R Associates participating in the work of the Radiocommunication Study Group 4**

Subject: **Meeting of Radiocommunication Study Group 4 (Satellite services), Geneva, 11 October 2013**

**1 Introduction**

By means of this Administrative Circular, we wish to announce that a meeting of ITU-R Study Group 4 will take place in Geneva on Friday, 11 October 2013, following the meetings of Working Parties 4A, 4B and 4C (see Circular Letter [4/LCCE/112](#)).

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	Opening session
Study Group 4	11 October 2013	Friday, 4 October 2013 at 1600 hours UTC	Friday, 11 October at 0930 hours (local time)

**2 Programme of the meeting**

The draft agenda for the meeting of Study Group 4 is contained in Annex 1. The Questions assigned to Study Group 4 may be found on:

<http://www.itu.int/pub/R-QUE-SG04/en>

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

One draft new Recommendation is proposed for adoption by the Study Group at its meeting in accordance with § 10.2.2 of Resolution ITU-R 1-6.

In accordance with § 10.2.2.1 of Resolution ITU-R 1-6, the title and summary of the draft new Recommendation is given in Annex 2.

## **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 that 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 4A, 4B and 4C 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 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 3 to this Circular contains a list of topics to be addressed at the meetings of the Working Parties held 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 1-6, 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 4 are 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 deadline for reception of contributions for this meeting is specified in the table above.** Contributions received later than this deadline cannot be accepted. Resolution ITU-R 1-6 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:

[rsg4@itu.int](mailto:rsg4@itu.int)

A copy should also be sent to the Chairman and Vice-Chairmen of Study Group 4. The pertinent addresses can be found on:

<http://www.itu.int/go/rsg4/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-SG04.AR-C/en>

The official versions will be posted on <http://www.itu.int/md/R12-SG04-C/en> within 3 working days.

In agreement with the Chairman of Study Group 4, **the 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 2<sup>nd</sup> basement of the Tower building and on the ground floor and first floor of the Montbrillant building for delegates who wish to print documents. In addition, the Service Desk ([servicedesk@itu.int](mailto:servicedesk@itu.int)) has prepared a limited number of laptops for those who do not have one.

## 5 Remote participation

In order to facilitate remote participation in ITU-R meetings an audio webcast of the Study Group Plenary meetings in all languages 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/](http://www.itu.int/ITU-R/go/rsg-remote/)

## 6 Participation/Visa requirements/Accommodation

Advance registration to ITU-R events is mandatory and carried out exclusively online through Designated Focal Points (DFPs). Each ITU-R Member has been requested to designate a DFP responsible for the handling of all registration formalities, including visa support requests that should also be submitted by the DFP during the on-line registration process. Individuals wishing to be registered to an ITU-R event should directly contact the DFP for their entity. The list of ITU-R DFPs (TIES protected) as well as detailed information on event registration, visa support requirements, hotel accommodation, etc. can be found at:

[www.itu.int/en/ITU-R/information/events](http://www.itu.int/en/ITU-R/information/events)

François Rancy  
Director

**Annexes:** 3

### Distribution:

- Administrations of Member States of the ITU and Radiocommunication Sector Members participating in the work of Radiocommunication Study Group 4
- ITU-R Associates participating in the work of Radiocommunication Study Group 4
- 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 4

(Geneva, 11 October 2013)

- 1 Opening remarks
  - 1.1 Director BR
  - 1.2 Chairman
- 2 Approval of the agenda
- 3 Appointment of the Rapporteur
- 4 Summary Record of the previous meeting (Document [4/25 + Add.1](#))
- 5 Report of the Steering Committee of the Conference Preparatory Meeting for WRC-15 (Addendum 1 to Administrative Circular [CA/201](#))
- 6 Report of the twentieth Radiocommunication Advisory Group meeting (Administrative Circular [CA/211](#))
- 7 Report of the meeting of JTG 4-5-6-7
- 8 Consideration of the outputs of the Working Parties
  - 8.1 Working Party 4C
    - 8.1.1 Executive Report
    - 8.1.2 Draft Recommendations where notice of intention to seek adoption was not given (see Res. 1, § 10.2.3, 10.3 and 10.4)
    - 8.1.3 Draft Reports
    - 8.1.4 Draft Questions
  - 8.2 Working Party 4B
    - 8.2.1 Executive Report
    - 8.2.2 Draft Recommendations where notice of intention to seek adoption was given (see Res. 1, § 10.2.2 and 10.4)
    - 8.2.3 Draft Recommendations where notice of intention to seek adoption was not given (see Res. 1, § 10.2.3, 10.3 and 10.4)
    - 8.2.4 Draft Reports
    - 8.2.5 Draft Questions
  - 8.3 Working Party 4A
    - 8.3.1 Executive Report
    - 8.3.2 Draft Recommendations where notice of intention to seek adoption was not given (see Res. 1, § 10.2.3, 10.3 and 10.4)
    - 8.3.3 Draft Reports
    - 8.3.4 Draft Questions

- 9** Status of Study Group 4 texts
- 10** Status of WRC Resolutions and Recommendations related to Study Group 4
- 11** Liaison with other Study Groups and international organizations
- 12** Consideration of future work programme and schedule of meetings
- 13** Any other business

C. HOFER  
Chairman, Radiocommunication Study Group 4

## **Annex 2**

### **Title and summary of the draft new Recommendation proposed for adoption at the Study Group 4 meeting**

Draft new Recommendation ITU-R S.[GENACC]

Doc. 4/32

#### **Access procedures for fixed-satellite service occasional use carrier earth station transmissions to geostationary-satellite orbit space stations in the 4/6 GHz and 11-12/13/14 GHz FSS bands**

##### **Summary**

This Recommendation provides access procedures for fixed-satellite service (FSS) occasional use (OU) carrier earth station transmissions to geostationary-satellite orbit space stations in the 4/6 GHz and 11-12/13/14 GHz FSS bands. An occasional use transmission is a telecommunication application in the fixed-satellite service where the transmission lasts a limited period of time ranging from minutes to months.

## Annex 3

### Topics to be addressed at meetings of Working Parties 4A, 4B and 4C held prior to the meeting of Study Group 4 and for which draft Recommendations may be developed

#### Working Party 4A

Functional description to be used in developing software tools for determining conformity of non-geostationary-satellite orbit fixed-satellite system networks with limits contained in Article 22 of the Radio Regulations (PDRR ITU-R S.1503-1, see Annex 1 to [Document 4A/242](#)).

#### Working Party 4B

Detailed specifications of the radio interfaces for the satellite component of International Mobile Telecommunications-Advanced (IMT-Advanced) (PDNR ITU-R M.[IMT-ADVANCED-SAT], see Annex 5 to [Document 4B/94](#)).

#### Working Party 4C

Methodology to calculate aeronautical mobile-satellite (R) service spectrum requirements within the frequency bands 1 545-1 555 MHz (space-to-Earth) and 1 646.5-1 656.5 MHz (Earth-to-space) (PDNR ITU-R M.[AMS(R)S.METHODOLOGY], see Annex 1 to [Document 4C/173](#)). Characteristics and protection criteria for non-GSO MSS operation in the band 399.9-400.05 MHz (PDNR ITU-R M.[MSS 400 MHz], see Annex 2 to [Document 4C/173](#)).

Protection criteria for Cospas-Sarsat search and rescue instruments in the band 406-406.1 MHz (PDRR ITU-R M.1478-2, see Annex 3 to [Document 4C/173](#)).

Description of systems and networks in the radionavigation-satellite service (space-to-Earth and space-to-space) and technical characteristics of transmitting space stations operating in the bands 1 164-1 215 MHz, 1 215-1 300 MHz and 1 559-1 610 MHz (PDRR ITU-R M.1787-1, see Annex 4 to [Document 4C/173](#)).

A coordination methodology for RNSS inter-system interference estimation (PDRR ITU-R M.1831, see Annex 5 to [Document 4C/173](#)).

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