



## Radiocommunication Bureau (BR)

Administrative Circular  
CACE/891

12 February 2019

**To Administrations of Member States of the ITU, Radiocommunication Sector Members,  
ITU-R Associates participating in the work of the Radiocommunication Study Group 1  
and ITU Academia**

Subject: **Meeting of Radiocommunication Study Group 1 (Spectrum management),  
Geneva, 6-7 June 2019**

### 1 Introduction

By means of this Administrative Circular, I wish to announce that a meeting of ITU-R Study Group 1 will take place in Geneva on 6-7 June 2019, following the meetings of Working Parties 1A, 1B and 1C (see Circular Letter 1/LCCE/[104](#)).

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 1	6-7 June 2019	Thursday 30 May 2019 at 1600 hours UTC	Thursday 6 June 2019 at 0930 hours (local time)

### 2 Programme of the meeting

The draft agenda for the meeting of Study Group 1 is contained in Annex 1.

The texts of the Questions assigned to Study Group 1 may be found on:

<http://www.itu.int/publ/R-QUE-SG01/en>

The status of the texts assigned to Study Group 1 and its Working Parties is available in Document [1/1\(Rev.3\)](#), at:

<http://www.itu.int/md/R15-SG01-C-0001/en>

## **2.1 Adoption of draft Recommendations at the Study Group meeting (§ A2.6.2.2.2 of [Resolution ITU-R 1-7](#))**

No Recommendations are proposed for adoption by the Study Group in accordance with § A2.6.2.2.2 of Resolution ITU-R 1-7.

## **2.2 Adoption of draft Recommendations by a Study Group by correspondence (§ A2.6.2.2.3 of [Resolution ITU-R 1-7](#))**

The procedure described in § A2.6.2.2.3 of Resolution ITU-R 1-7 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 1A, 1B and 1C 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 the draft Recommendation as described in § A2.6.2.4 of Resolution ITU-R 1-7 (see also § 2.3 below), if there is no objection to this approach by any Member State attending the meeting and if the Recommendation is not incorporated by reference in the Radio Regulations.

In accordance with § A1.3.1.13 of Resolution ITU-R 1-7, Annex 2 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 § A2.6.2.3 of Resolution ITU-R 1-7, unless the Study Group has decided to use the PSAA procedure as described in § A2.6.2.4 of Resolution ITU-R 1-7 (see § 2.2 above).

## **3 Contributions**

Contributions in response to the work of Study Group 1 are processed according to the provisions laid down in Resolution ITU-R 1-7.

The deadline for reception of contributions not requiring translation\* (including Revisions, Addenda and Corrigenda to contributions) is 7 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 1-7 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:

[rsg1@itu.int](mailto:rsg1@itu.int)

A copy should also be sent to the Chairman and Vice-Chairmen of Study Group 1. The pertinent addresses can be found on:

<http://www.itu.int/go/rsg1/ch>

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\* Where translation is required, contributions should be received at least three months prior to the meeting.

#### 4 Documents

Contributions will be posted "as received" within one working day on the webpage established for this purpose: <http://www.itu.int/md/R15-SG01.AR-C/en>.

The official versions will be posted on <http://www.itu.int/md/R15-SG01-C/en> within 3 working days.

In accordance with Resolution 167 (Rev. Dubai, 2018), **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 follow the proceedings of ITU-R meetings remotely an audio webcast of the Study Group Plenary meetings in all languages will be provided through the ITU Internet Broadcasting Service (IBS). Participants do not need to register for the meeting to use the webcast facility, however, an ITU [TIES account](#) is required to access the webcast.

#### 6 Participation/Visa requirements/Accommodation

Advance registration for 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 for 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)



Mario Maniewicz  
Director

#### Annexes: 2

##### Distribution:

- Administrations of Member States of the ITU and Radiocommunication Sector Members participating in the work of Radiocommunication Study Group 1
- ITU-R Associates participating in the work of Radiocommunication Study Group 1
- ITU Academia
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups
- 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 1**

(Geneva, 6-7 June 2019)

- 1** Opening of the meeting
- 2** Approval of the agenda
- 3** Appointment of the Rapporteur
- 4** Summary Record of the June 2018 meeting (Document [1/158](#))
- 5** Report on the RAG 2019 meeting
- 6** Appointment of the Chairman of Working Party 1B
- 7** Executive Reports from the Working Party Chairmen
  - 7.1** Working Party 1A
  - 7.2** Working Party 1B
  - 7.3** Working Party 1C
- 8** Consideration of new and revised Recommendations where notice of intention to seek adoption was not given (see Resolution ITU-R 1-7, §§ A2.6.2.2.3, A2.6.2.3 and A2.6.2.4)
  - Decision to seek adoption
  - Decision on eventual approval procedure to be followed
  - 8.1** Working Party 1A
  - 8.2** Working Party 1B
  - 8.3** Working Party 1C
- 9** Consideration of new and revised Reports
- 10** Consideration of new and revised Questions
- 11** Suppression of Recommendations, Reports and Questions
- 12** Report on the second session of CPM-19 and preparation for WRC-19
- 13** Status of Recommendations, Reports, Handbooks, Questions, Opinions, Resolutions and Decisions and preparation for RA-19
- 14** Liaison with other ITU-R Study Groups, ITU Sectors and international organizations
- 15** Consideration of other contributions
- 16** Consideration of future work programme and schedule of meetings
- 17** Any other business
- 18** Closing

S. PASTUKH

Chairman, Radiocommunication Study Group 1

## **Annex 2**

### **Topics to be addressed at meetings of Working Parties 1A, 1B and 1C held prior to the meeting of Study Group 1 and for which draft Recommendations may be developed**

#### **Working Party 1A**

- 1** Determination of the coordination area around an earth station in the frequency bands between 100 MHz and 105 GHz (see the preliminary draft revision (PDR) of Rec. ITU-R SM.1448-0 in Annex 12 to Document [1A/340](#)).
- 2** Frequency ranges for operation of non-beam wireless power transmission systems (see the PDR of Rec. ITU-R SM.2110-0 in Annex 4 to Document [1A/340](#)).
- 3** Limits and measures to mitigate disturbances from Wireless Power Transmission systems to radiocommunication systems operating below [30 MHz] (see elements for a working document (WD) towards a preliminary draft new (PDN) Rec. ITU-R [WPT-UNWANTED] in Annex 6 to Document [1A/340](#)).

#### **Working Party 1B**

- 1** Frequency ranges for global or regional harmonization of short-range devices (see the WD towards a PDR of Rec. ITU-R SM.1896-1 in Annex 5 to Document [1B/341](#)).

#### **Working Party 1C**

- 1** Performance evaluation of mobile DF units in operational environment (see the WD towards a PDN Rec. ITU-R SM.[MOB DF PERF] in Annexes 1 and 2 to Document [1C/169](#)).
  - 2** Test procedure for measuring monitoring system field strength measurement accuracy in the VHF/UHF frequency range (see the WD towards a PDN Rec. ITU-R SM.[FS-MEAS-ACC] in Annex 5 to Document [1C/169](#)).
  - 3** Test procedure for measuring geolocation accuracy of TDOA emitter location systems (see the PDN Rec. ITU-R SM.[TDOA-ACC] in Annex 6 to Document [1C/169](#)).
  - 4** Essential requirements for a spectrum monitoring system for developing countries (see the PDR of Rec. ITU-R SM.1392-2 in Annex 8 to Document [1C/169](#)).
  - 5** Reporting Harmful Interference in support of Appendix 10 of the Radio Regulations (see the WD towards a PDN Rec. ITU-R SM.[APP10] in Annex 11 to Document [1C/169](#)).
  - 6** Monitoring of radio emissions from spacecraft at monitoring stations (see the WD towards a PDR of Rec. ITU-R SM.1054-0 in Annex 12 to Document [1C/169](#)).
  - 7** DVB T/T2 coverage measurements and comparison with coverage predictions (see the WD towards a PDR of Rec. ITU-R SM.1875-2 in Annex 13 to Document [1C/169](#)).
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## Radiocommunication Bureau (BR)

Circular letter  
**1/LCCE/104**

8 February 2019

**To Administrations of Member States of the ITU, Radiocommunication Sector Members,  
ITU-R Associates participating in the work of Radiocommunication Study Group 1  
and ITU Academia**

Subject: **Meetings of Working Parties 1A, 1B and 1C**

- **WP 1A: Spectrum engineering techniques**
- **WP 1B: Spectrum management methodologies and economic strategies**
- **WP 1C: Spectrum monitoring**

### 1 Introduction

By means of this Circular Letter, I wish to announce that meetings of ITU-R Working Parties 1A, 1B and 1C, which are organized in conjunction with a meeting of Radiocommunication Study Group 1 (see Administrative Circular [CACE/891](#)), will take place in the ITU Headquarters in Geneva from 28 May to 5 June 2019 (see the table below).

Groups	Meeting dates	Deadline for contributions 16:00 hours UTC	Opening session
Joint meeting of Working Parties 1A, 1B and 1C	28 May 2019	–	Tuesday, 28 May 2019 at 0930 hours
Working Party 1C	28 May - 5 June 2019	Tuesday, 21 May 2019	Tuesday, 28 May 2019 at 1040 hours, or immediately following the Joint Meeting
Working Party 1A	28 May - 5 June 2019	Tuesday, 21 May 2019	Tuesday, 28 May 2019 at 1400 hours
Working Party 1B	28 May - 5 June 2019	Tuesday, 21 May 2019	Tuesday, 28 May 2019 at 1540 hours
Study Group 1	6-7 June 2019	Thursday, 30 May 2019	Thursday, 6 June 2019 at 0930 hours

### 2 Programme of the meetings of Working Parties 1A, 1B and 1C

Draft agendas for the meetings are contained in the Annex.

The status of texts assigned to the Working Parties can be found on:

<http://www.itu.int/md/R15-SG01-C-0001/en>

The Working Parties will conduct their work in English.

### 3 Contributions

Contributions in response to the work of Working Parties 1A, 1B and 1C are invited. These will be processed according to the provisions laid down in Resolution ITU-R 1-7.

The deadline for reception of contributions not requiring translation\* (including Revisions, Addenda and Corrigenda to 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 1-7 provides that contributions which are not available to participants at the opening of the meeting cannot be considered.

Participants are requested to submit contributions by electronic mail to: [rsg1@itu.int](mailto:rsg1@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 1. The pertinent addresses can be found on:

<http://www.itu.int/go/rwp1a/ch>

<http://www.itu.int/go/rwp1b/ch>

<http://www.itu.int/go/rwp1c/ch>

<http://www.itu.int/go/rsg1/ch>

### 4 Documents

Contributions will be posted “as received” within one working day on the Working Party webpages established for this purpose. The official versions will be posted on <http://www.itu.int/ITU-R/go/rsg1/en> (see “contributions” of the relevant Working Party) within 3 working days.

In accordance with Resolution 167 (Rev. Dubai, 2018) **the 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 2<sup>nd</sup> 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 Service Desk ([servicedesk@itu.int](mailto:servicedesk@itu.int)) for further information.

### 5 Remote participation

In order to follow the proceedings of ITU-R meetings remotely an audio webcast of the Working Party plenary sessions will be provided through the ITU Internet Broadcasting Service (IBS). Participants do not need to register for the meeting to use the webcast facility, however an ITU TIES account is required to access the webcast.

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/)

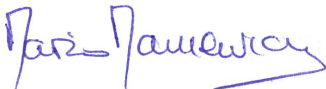
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\* Where translation is required, contributions should be received at least three months prior to the meeting.

## 6 Participation/Visa requirements/Accommodation

Advance registration for 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 for 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:

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Mario Maniewicz  
Director

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- 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 1A**

(Geneva, 28 May - 5 June 2019)

- 1** Opening of the meeting
- 2** Adoption of the draft agenda
- 3** Report of the previous meeting of Working Party 1A (Document [1A/340](#)) and other relevant meeting(s)
- 4** Reports on the correspondence activities
  - WP 1A Rapporteur Group on coexistence of wired telecommunication with radiocommunication systems
  - SG 1 Rapporteur Group on Liaison with CISPR
- 5** Establishment of Sub-Group(s), assignment of documents and appointment of Chairmen
- 6** Drafting of output documents
- 7** Preparation of draft Recommendations, Reports and other relevant texts for the June 2019 meeting of Study Group 1, including preparation for RA-19
- 8** Liaison with other Groups
- 9** Discussion of the future work plan
- 10** Date and location of next meeting
- 11** Any other business
- 12** Closing remarks

R. GARCIA De SOUZA  
Chairman, Working Party 1A

## **Draft agenda for the meeting of Working Party 1B**

(Geneva, 28 May - 5 June 2019)

- 1** Opening of the meeting
- 2** Adoption of the draft agenda
- 3** Report of the previous meeting of Working Party 1B (Document [1B/341](#)) and of other relevant meeting(s)
- 4** Reports on the correspondence activities:
  - SG 1 Rapporteur Group on Liaison with CISPR
- 5** Establishment of Sub-Group(s), assignment of documents and appointment of Chairmen
- 6** Drafting of output documents
- 7** Preparation of draft Recommendations, Reports and other relevant texts for the June 2019 meeting of Study Group 1, including preparation for RA-19
- 8** Liaison with other Groups
- 9** Discussion of the future work plan
- 10** Date and location of next meeting
- 11** Any other business
- 12** Closing remarks

L. KIBET BORUETT  
Acting Chairman, Working Party 1B

## **Draft agenda for the meeting of Working Party 1C**

(Geneva, 28 May - 5 June 2019)

- 1** Opening of the meeting
- 2** Adoption of the draft agenda
- 3** Report of the previous meeting of Working Party 1C (Document [1C/169](#)) and of other relevant meeting(s)
- 4** Reports on the correspondence activities:
  - WP 1C Correspondence Group on developing a draft new Report ITU-R SM.[POPULATION\_COVERAGE] on Methods for estimating population coverage for public terrestrial broadcasting networks
  - WP 1C Correspondence Group on the use of Unmanned Aerial Vehicles for Spectrum Monitoring and measurements towards a preliminary draft new Report ITU-R SM.[UAVs] and Recommendation ITU-R SM.[UAVs]
  - WP 1C Correspondence Group on the development of a draft new Recommendation on field strength measurement accuracy
  - WP 1C Correspondence Group on consideration of practical estimation of electromagnetic and interference environment at the point of location of measurements in GNSS frequency bands
  - WP 1C Correspondence Group on the development of a draft new Report ITU-R SM.[EMF-MON] on electromagnetic field measurements to assess human exposure
  - WP 1C Correspondence Group on the development of a draft new Recommendation on test procedure for measuring geolocation accuracy based on TDOA
  - WP 1C Correspondence Group on performance evaluation of mobile DF units in operational environment towards a preliminary draft new Recommendation
  - WP 1C Correspondence Group on the revision of Rec. ITU-R SM.1392-2 on essential requirements for a spectrum monitoring system for developing countries
  - WP 1C Correspondence Group on DVB-T/T2 coverage measurements and evaluation of planning criteria towards a review of Rec. ITU-R SM.1875-2
  - WP 1C Correspondence Group on Spectrum Monitoring Evolution
  - SG 1 Rapporteur Group on Liaison with CISPR
- 5** Establishment of sub-Group(s), assignment of documents and appointment of Chairmen
- 6** Drafting of output documents
- 7** Preparation of draft Recommendations, Reports and other relevant texts for the June 2019 meeting of Study Group 1, including preparation for RA-19

- 8** Liaison with other Groups
- 9** Discussion of the future work plan
- 10** Date and location of next meeting
- 11** Any other business
- 12** Closing remarks

R. TRAUTMANN  
Chairman, Working Party 1C

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