



Radiocommunication Bureau (BR)

Administrative Circular
CACE/763

12 February 2016

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

Subject: **Meeting of Radiocommunication Study Group 3 (Radiowave propagation),
Geneva, 30 June 2016**

1 Introduction

By means of this Administrative Circular, I wish to announce that a meeting of ITU-R Study Group 3 will take place in Geneva on 30 June 2016, following the meetings of Working Parties 3J, 3K, 3L and 3M (see Circular Letter [3/LCCE/37](#)).

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 3	30 June 2016	Thursday, 23 June 2016 at 1600 hours UTC	Thursday, 30 June 2016 at 0930 hours (local time)

2 Programme of meeting

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

<http://www.itu.int/md/R15-SG03-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 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 § 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 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 § 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 3 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 cannot 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>

* 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-SG03.AR-C/en>

The official versions will be posted on <http://www.itu.int/md/R15-SG03-C/en> within 3 working days.

In accordance with Resolution 167 (Rev. Busan, 2014) **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 2nd 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) 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

François Rancy
Director

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 Academia
- Chairman and Vice-Chairmen of Radiocommunication Study Group 3
- 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, 30 June 2016, at 0930 hours)

- 1** Opening remarks
 - 1.1** Director BR
 - 1.2** Chairman
- 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 1-7, §§ A2.6.2.2.2, A2.6.2.2.3 and A2.6.2.4)
 - 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 organizations
- 13** Election of Working Party Chairmen and Vice-Chairmen
- 14** Schedule of meetings
- 15** Any other business

C. WILSON

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 toward a draft revision of Recommendation ITU-R P.676-10 – Attenuation by atmospheric gases (Annex 3 to Document [3J/146](#))
- Working document toward future revisions of Recommendation ITU-R P.837-6 – Characteristics of precipitation for propagation modelling (Annex 5 to Document [3J/146](#))

Working Party 3K

- Working document towards a draft revision of Recommendation ITU-R P.528-3 – Propagation curves for aeronautical mobile and radionavigation services using the VHF, UHF and SHF bands (Annex 1 to Document [3K/158](#))
- Working document towards a future revision of Recommendation ITU-R P.1238-8 – 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 2 to Document [3K/158](#))
- Working document towards a future revision of Recommendation ITU-R P.1411-8 – 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 3 to Document [3K/158](#))
- Working document towards a draft revision to Recommendation ITU-R P.1812-4 – A path specific propagation prediction method for point-to-area terrestrial services in the VHF and UHF bands (Annex 4 to Document [3K/158](#))
- Working document towards a preliminary draft new Recommendation ITU-R P.[BEL] – Prediction of Building Entry Loss (Annex 7 to Document [3K/158](#))

Working Party 3L

- Proposed supplement to Recommendation ITU-R P.531-12 – On the conversion function between the scintillation index and the peak-to-peak fluctuation (dB) (Annex 1 to Document [3L/120](#))

Working Party 3M

- Preliminary draft revision to Recommendation ITU-R P.617-3 – Propagation prediction techniques and data required for the design of trans-horizon radio-relay systems (Annex 3 to Document [3M/248](#))
 - Proposed preliminary draft revision to Recommendation ITU-R P.618-12 – Propagation data and prediction methods required for the design of earth-space telecommunication systems (Annex 5 to Document [3M/248](#))
 - Working document toward a preliminary draft revision of Recommendation ITU-R P.619-1 – Propagation data required for the evaluation of interference between stations in space and those on the surface of the Earth (Annex 7 to Document [3M/248](#))
 - Working document toward future revisions of Recommendation ITU-R P.681-8 – Propagation data required for the design of Earth-space land mobile telecommunication systems (Annex 8 to Document [3M/248](#))
 - Proposed modifications to Recommendations ITU-R P.452-16 and ITU-R P.2001-2 (Annex 9 to Document [3M/248](#))
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