



Radiocommunication Bureau (BR)

Corrigendum 2 to
Circular Letter
4/LCCE/126

22 April 2020

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

Subject: **Virtual meetings of Working Parties 4A, 4B and 4C (28 - 29 May 2020)**

- **Working Party 4A: Efficient orbit/spectrum utilization for FSS and BSS**
- **Working Party 4B: Systems, air interfaces, performance and availability objectives for FSS, BSS and MSS, including IP-based applications and satellite news gathering**
- **Working Party 4C: Efficient orbit/spectrum utilization for MSS and RDSS**

Further to Circular Letter [4/LCCE/126](#) of 7 February 2020 and its Corrigendum 1 of 27 March 2020, alternative methods/approaches and possible actions have been considered in order to progress the work of ITU-R Working Parties 4A, 4B and 4C. In that regard and in consultation with the Chairmen of Working Parties 4A, 4B, 4C and Study Group 4, it has been agreed to:

1. Prepare various liaison statements requesting technical and operational characteristics from other contributing groups, as identified by CPM23-1, in association with the WRC-23 agenda items for which Working Parties 4A and 4C were designated as the responsible groups, so that these liaison statements could be quickly agreed via remote working in order to be considered by later meetings of these contributing groups. Draft liaison statements will be prepared and published as formal input documents from the Chairman.
2. Progress some specific/urgent work left from the last study cycle or associated new studies for the current study cycle (e.g. linked to WRC-23 agenda items), related to the activities of Working Parties 4A, 4B and 4C. In that regard, Correspondence Groups will be created on these specific/urgent topics to be studied, with mandates until the next in-person meetings of Working Parties 4A, 4B and 4C. In addition, virtual meetings may also be organized for these Correspondence Groups.

Meeting Schedule

For the formal approval of the liaison statements and establishment of the Correspondence Groups in 1 and 2 above, respectively, **virtual meetings will be organized on 28 and 29 May 2020**. These virtual meetings **will be held between 13:00 and 16:00 hours Geneva time** in order to facilitate the participation of delegates located in various time zones. The meeting schedule and agenda for the virtual meetings will be published as administrative documents (ADM) on the Working Parties 4A, 4B and 4C websites closer to the meetings date.

Registration and Remote Participation

Registration to the above-mentioned virtual meetings of Working Parties 4A, 4B and 4C is mandatory and will be carried out exclusively on-line via Designated Focal Points (DFPs) for ITU-R event registration, in the usual manner and as mentioned in § 6 of Circular Letter [4/LCCE/126](#).

There is no need to contact the Bureau to request remote participation as all registered participants to the meetings will be treated as remote participants.

A test session will be scheduled before the virtual meetings to troubleshoot any remote participation connectivity issues. Such tests are highly recommended for those who intend to actively participate in the discussions.

Instructions on the test session and on how to connect to the virtual meetings will be emailed to registered participants shortly before the meeting.

Contributions

Contributions in response only to the specific/urgent above-mentioned work of Working Parties 4A, 4B and 4C are invited. These will be processed according to the provisions laid down in Resolution ITU-R 1-8, as mentioned in § 3 of Circular Letter [4/LCCE/126](#). **The deadline for contributions is Thursday, 21 May 2020 at 16:00 hours UTC.**

It is further clarified that the possible in-person meetings of ITU-R Working Parties 4A, 4B and 4C in February 2021 would be in addition to the usual in-person April/May and September/October block meetings, in order to compensate for the cancellation of the in-person May 2020 block meetings.

The Bureau remains at your disposal for any questions concerning this Circular Letter (contact person in the Radiocommunication Bureau: Mr Nelson Malaguti, SG 4 Counsellor, email: nelson.malaguti@itu.int).

Mario Maniewicz
Director