



Oficina de Desarrollo  
de las Telecomunicaciones (BDT)



Ref.: Circular BDT/DNS/FNS/116

Ginebra, 16 de febrero de 2022

A las Administraciones de los Estados  
Miembros de la UIT

**Asunto: Base de Datos de Transición a la Radiodifusión de Televisión Digital Terrenal**

Estimado Señor/Estimada Señora:

Por la presente, hago referencia a la Carta Circular BDT/IEE/TND/16, de 12 de febrero de 2019, sobre la Base de Datos de Transición a la Radiodifusión de Televisión Digital Terrenal (<https://www.itu.int/en/ITU-D/Spectrum-Broadcasting/Pages/DSO/Default.aspx>), en la que se invitaba a las administraciones a efectuar las actualizaciones necesarias a fin de asegurarse de que su situación y sus datos actuales están correctamente reflejados en el portal.

Tras cumplirse el plazo fijado por la conferencia GE-06, y a fin de permitir a todas las administraciones beneficiarse de la situación e información más reciente, la Unión Internacional de Telecomunicaciones (UIT) está actualizando la Base de Datos de Transición a la Radiodifusión de Televisión Digital Terrenal. Por este motivo, se pide a las administraciones que faciliten y actualicen su información (así como los datos de contacto de su coordinador) a través del portal web, al que puede accederse en la dirección <https://www.itu.int/net4/ITU-D/CDS/gg/META/DSO/index.asp>.

En caso de encontrar problemas técnicos relativos a la transición y/o dificultades con las actualizaciones, o al introducir la información (por ejemplo, documentos, reuniones) o las observaciones, se invita a las administraciones a comunicar dichas actualizaciones al Sr. Walid Mathlouthi, Jefe de la División de Redes Futuras y Gestión del Espectro y/o al Sr. Désiré Karyabwite, Coordinador IP Superior, a la dirección de correo-e [fns@itu.int](mailto:fns@itu.int).

Para facilitar este proceso, se adjunta una Guía del Usuario del portal web.

Muchas gracias por su cooperación.

Atentamente,

[Original firmado]

Doreen Bogdan-Martin  
Directora

Documento adjunto: Guía del Usuario

# INTERNATIONAL TELECOMMUNICATION UNION



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# How to access to the information of your country:



Go the ASO website

<http://www.itu.int/net4/ITU-D/CDS/gg/META/DSO/index.asp>



The first time, you need to **Request a Password:**

1. Select your country
2. Type your E-mail
3. Type your First Name
4. Type your Last Name
5. Click on «Submit» button
6. Check your mailbox, you will receive shortly an email from [bdtwebsupport@itu.int](mailto:bdtwebsupport@itu.int) with your password



Once you received your password:

1. Select your country
2. Type the password
3. Click on «Submit» button

ITU Committed to connecting the world

Analog to Digital Switch Over Project

Country:

**YOU HAVE A PASSWORD?**  
You received an email from us with your password, you can login and fill all or parts of the questionnaire :

Password:

**REQUEST A PASSWORD**  
You need a password to fill the questionnaire. If you don't have yet one, please enter your personal information and email, you will receive an email with the password.

E-mail:

First Name:

Last Name:



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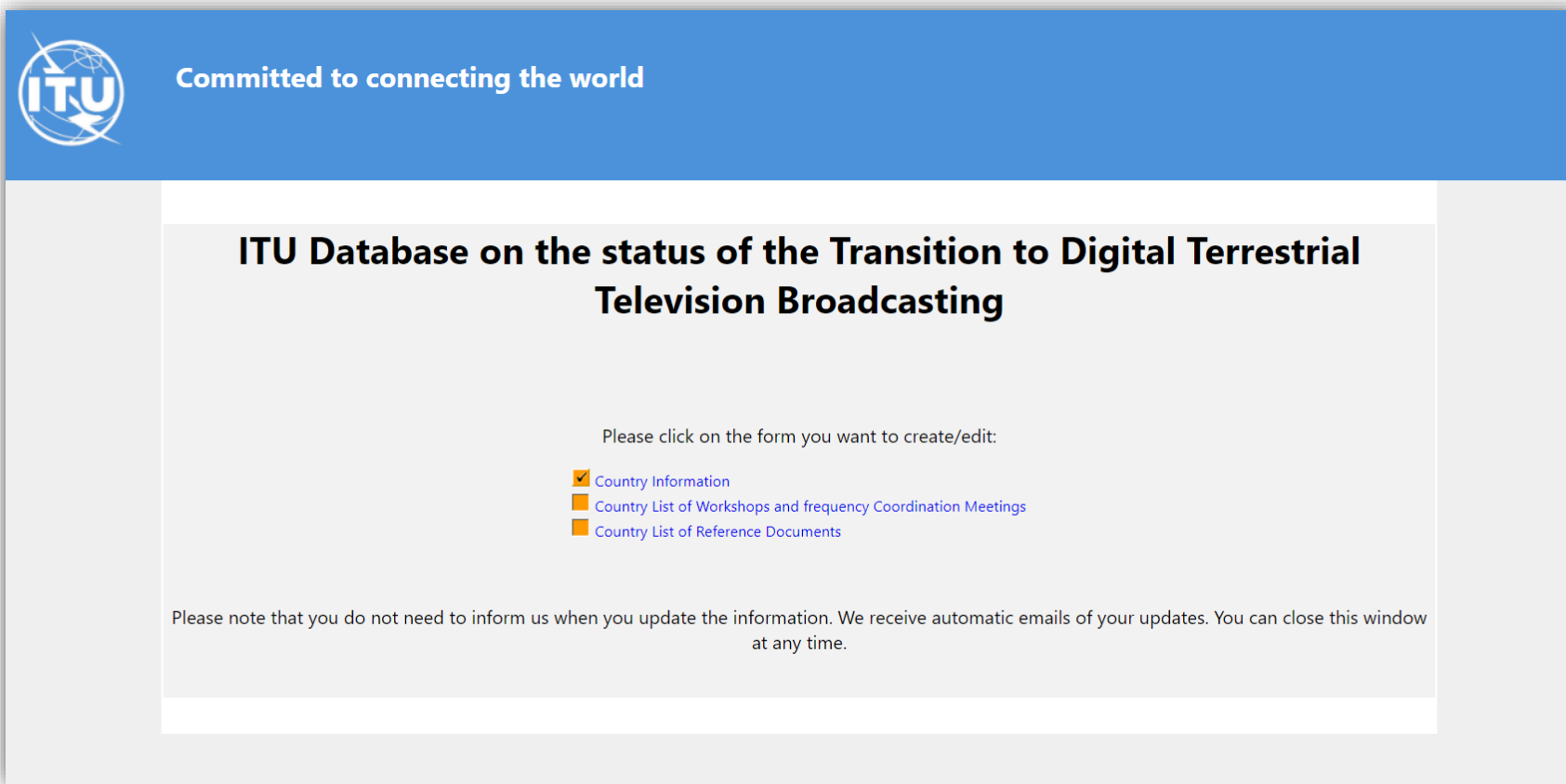
# Administration Portal

After the login, the Administration Portal opens.

You can see the three different information sections available for you country

You can click on them, it will open them and you will be able to edit their information.

You can close this page whenever you want, there is no need to save anything in this Administration Portal.

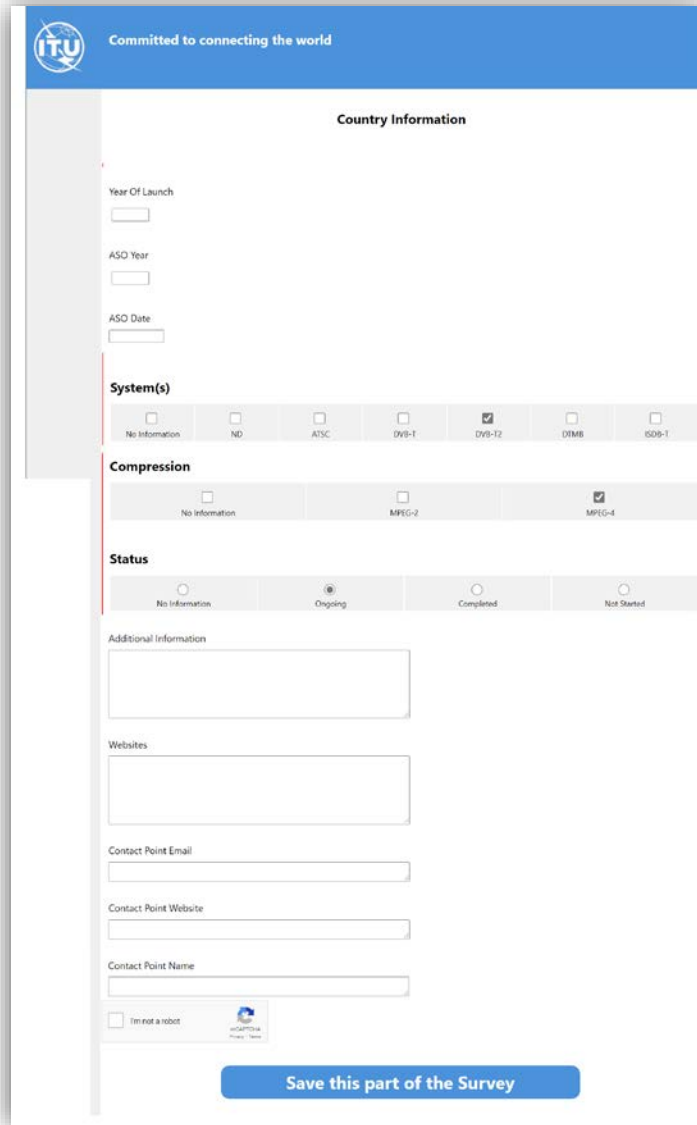


The screenshot shows the ITU Administration Portal interface. At the top, there is a blue header with the ITU logo on the left and the text "Committed to connecting the world" on the right. Below the header, the main content area has a light gray background. The title "ITU Database on the status of the Transition to Digital Terrestrial Television Broadcasting" is centered in bold black text. Below the title, there is a line of text: "Please click on the form you want to create/edit:". Underneath this, there are three items listed, each with a small square icon to its left: a checked orange square for "Country Information", an unchecked orange square for "Country List of Workshops and frequency Coordination Meetings", and an unchecked orange square for "Country List of Reference Documents". At the bottom of the main content area, there is a note: "Please note that you do not need to inform us when you update the information. We receive automatic emails of your updates. You can close this window at any time."



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# 1. The Country Information



The screenshot shows the ITU 'Country Information' form. At the top left is the ITU logo and the slogan 'Committed to connecting the world'. The form title is 'Country Information'. It contains several input fields: 'Year Of Launch', 'ASO Year', and 'ASO Date'. Below these are sections for 'System(s)', 'Compression', and 'Status', each with radio button options. The 'System(s)' section includes 'No Information', 'ND', 'ATSC', 'DVB-T', 'DVB-T2' (checked), 'DTMB', and 'ISDB-T'. The 'Compression' section includes 'No Information', 'MPEG-2', and 'MPEG-4' (checked). The 'Status' section includes 'No Information', 'Ongoing' (selected), 'Completed', and 'Not Started'. There are also text input fields for 'Additional Information', 'Websites', 'Contact Point Email', 'Contact Point Website', and 'Contact Point Name'. At the bottom left is a checkbox for 'I'm not a robot' with a CAPTCHA icon. At the bottom center is a blue button labeled 'Save this part of the Survey'.

Once you have filled the information, you need to save it. Click on the button «Save this part of the Survey»

The page will be closed and you should go back to the Administration Portal.

You can come back to this page and save it as many times as you want.


Everytime you save this page, an automatic email is sent to the ITU administrator to inform him of a change.

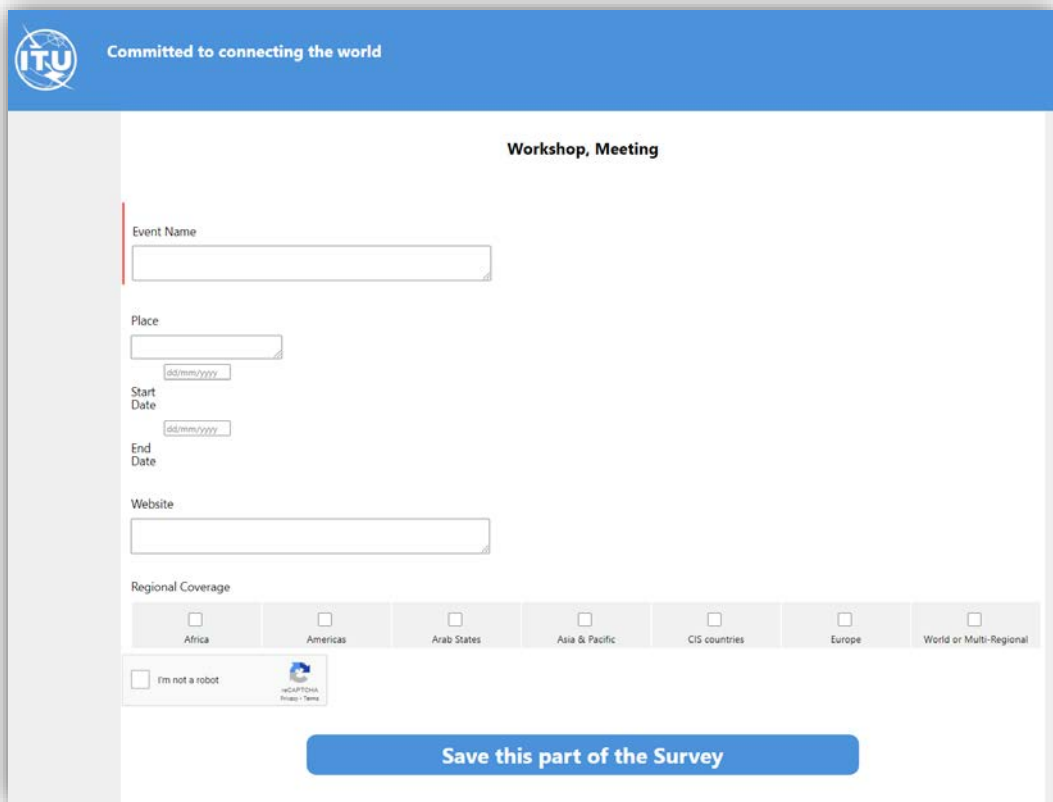
**Save this part of the Survey**



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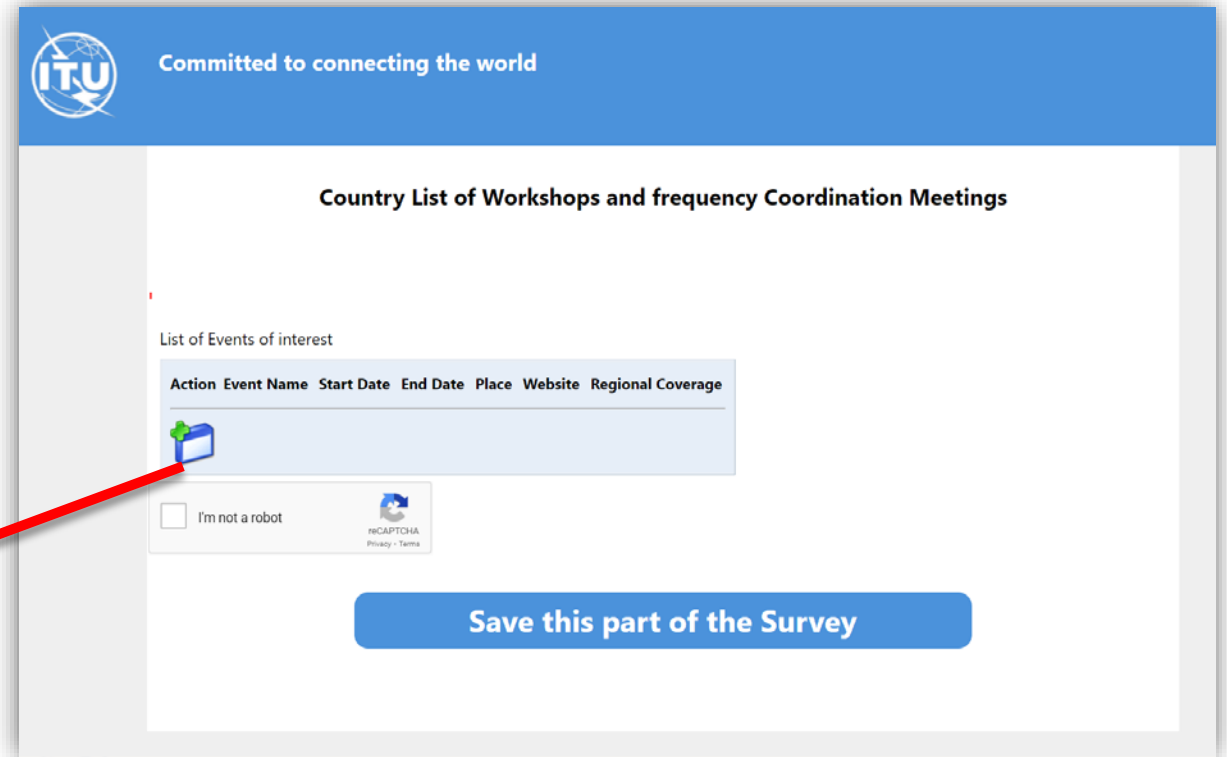
## 2. Country List of Workshops and frequency Coordination Meetings

Here you can see the list of workshops and meetings for your country.  
To create a workshop/meeting, click on the icon   
It will open a new window  
You can fill the details of the concerned Workshop/meeting and save the form.  
You need also to save the Section page to inform ITU.




The screenshot shows a form titled "Workshop, Meeting" with the following fields and options:

- Event Name:
- Place:
- Start Date:
- End Date:
- Website:
- Regional Coverage:  Africa,  Americas,  Arab States,  Asia & Pacific,  CIS countries,  Europe,  World or Multi-Regional
- Security:  I'm not a robot (with reCAPTCHA icon)
- Button: **Save this part of the Survey**



The screenshot shows a page titled "Country List of Workshops and frequency Coordination Meetings" with the following elements:


- Header: ITU logo and "Committed to connecting the world"
- Section: **Country List of Workshops and frequency Coordination Meetings**
- Section: List of Events of interest
- Table header: **Action Event Name Start Date End Date Place Website Regional Coverage**
- Table body: 

						
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- Security:  I'm not a robot (with reCAPTCHA icon)
- Button: **Save this part of the Survey**

A red arrow points from the calendar icon in the table to the "Workshop, Meeting" form in the adjacent screenshot.

### 3. Country List of Reference Documents

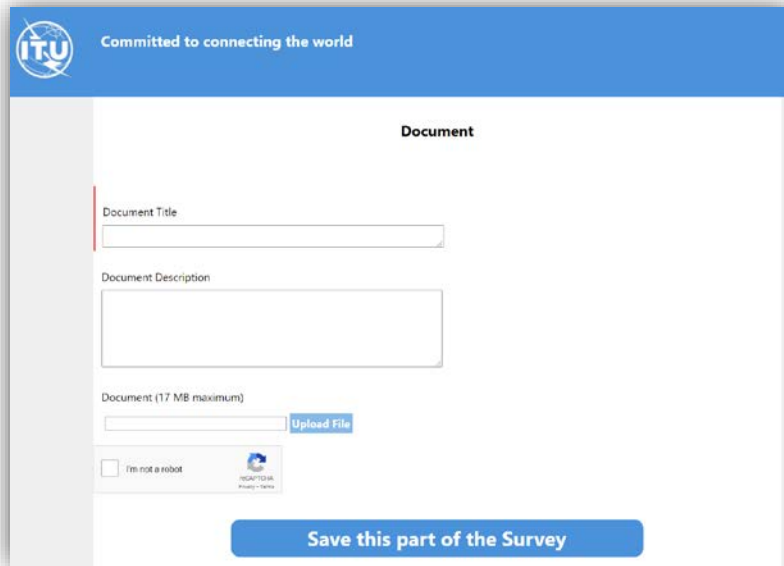
Here you can see the list of documents for your country.

To create a workshop/meeting, click on the icon 

It will open a new window

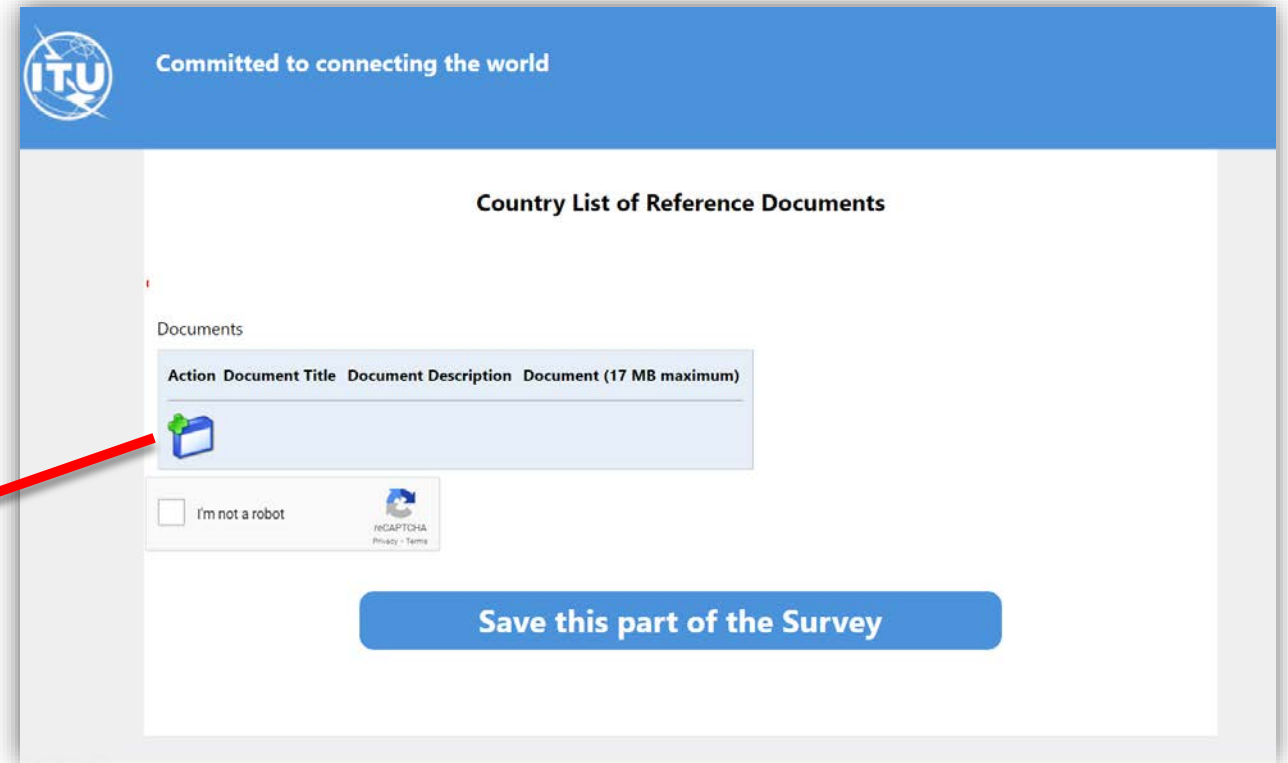
You can fill the details, upload the document (17 MB max) and save the form.

You need also to save the Section page to inform ITU.



The screenshot shows a form titled "Document" with the following fields and elements:

- Document Title: A text input field.
- Document Description: A larger text area.
- Document (17 MB maximum): A file upload field with an "Upload File" button.
- Verification: A checkbox labeled "I'm not a robot" and a CAPTCHA image.
- Save Button: A blue button labeled "Save this part of the Survey".



The screenshot shows the "Country List of Reference Documents" page with the following elements:

- ITU Logo and "Committed to connecting the world" header.
- Section Title: "Country List of Reference Documents".
- Documents Table: A table with columns "Action", "Document Title", "Document Description", and "Document (17 MB maximum)". A calendar icon is visible in the "Action" column.
- Verification: A checkbox labeled "I'm not a robot" and a CAPTCHA image.
- Save Button: A large blue button labeled "Save this part of the Survey".

A red arrow points from the calendar icon in the table to the "Document" form in the adjacent screenshot.

In case of any difficulty in accessing, modifying the database, please contact [fns@itu.int](mailto:fns@itu.int)  
or [bdtwebsupport@itu.int](mailto:bdtwebsupport@itu.int)



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