

QUESTIONNAIRE – PART II

(To be completed by administrations only)

General questions on national spectrum management

The following general questions on national spectrum management are based in part on the functional requirements of spectrum management set out in the National Spectrum Management Handbook. If additional space is needed to answer any of the questions, the answers should be put on a separate sheet of paper and attached to the questionnaire.

This questionnaire also includes some items from the annual regulatory survey of administrations that is conducted under BDT's Programme 1 (<http://www.itu.int/ITU-D/treg/Events/Survey/survey.html>); these have been incorporated in the interests of clarity, in accordance with WTDC Resolution 9 (Rev. Doha, 2006).

A – Legal and organizational aspects of national spectrum management

1 – Who owns the spectrum?

2 – What legal or regulatory texts govern your national spectrum management processes? (Include the promulgation dates and the date of the most recent update.)

3 – Are amendments planned to these texts? YES NO

If YES, when?

4 – Are regulations and procedures for spectrum management (e.g. radio services, license requirements) publicly available in your country? YES NO

5 – Is there a national table of frequency allocations? YES NO

Is it published? YES NO

5.1 – If YES, who is responsible for drawing up and updating the table?

5.2 – What is its legal status?

6 – Spectrum redeployment

** The term "redeployment" is used here to refer to a process of national scope in which an assessment is conducted 1) to determine if portions of spectrum can be identified that are in limited use; and 2) to determine if such spectrum segments can be reallocated for use in delivering radiocommunication services that have expanding spectrum requirements. Some countries cooperate on a regional basis to identify suitable spectrum segments that may be redeployed to facilitate the introduction of new applications on a harmonized basis.*

Some CEPT countries cooperate on a regional basis to identify suitable spectrum segments that may be redeployed to facilitate the introduction of new applications on a harmonized basis.

6.1 – Has there been any spectrum redeployment in your country? YES NO

6.2 – If NO, has a decision to proceed with spectrum redeployment been taken in your country? YES NO

If YES, when?

6.3 – If YES, has a redeployment method been defined? YES NO

6.4 – Describe the method set up. Indicate in particular if the administration (or the body that manages the spectrum) finances all or part of the redeployment, and describe the consultation process (if one exists) for sharing the costs of redeployment with users.

6.5 – Indicate any redeployment operations that have already been carried out (frequency bands, former and current use, etc.)

7 – Secondary spectrum trading

* **Secondary trading:** *Buying and selling of apparatus licences or spectrum rights after initial assignment by the spectrum manager. Dealing may take place directly between the parties or through an intermediary. (Definition taken from the ITU-R Report SM.2012-2(Rev.2)).*

A few countries have made provision for companies to transfer spectrum utilization rights to other companies (secondary spectrum trading).

7.1 – Has your country created possibilities for secondary spectrum trading? YES NO

If NO: are there any plans to do so? YES NO

When?

7.2 – If your country has created possibilities for secondary spectrum trading, please specify:

Which frequency bands and applications are involved?

What are the conditions governing such transfers?

8 – Spectrum management organization

8.1 – Please describe the structure of your country's spectrum management organization, enclosing a copy of the organization chart.

8.2 – Is the responsibility for spectrum management as defined in the Radio Regulations assigned to a single body or is it shared between different organizations (e.g. separate bodies for regulatory issues and general policy, or for government and non-government users)? YES NO

How many spectrum management organizations are there in all?

8.3 – What is the official full name of the spectrum management body? Is it a ministry, a separate organization responsible directly to the government, or a non-governmental body?

8.4 – If responsibility for spectrum management is shared between several bodies, indicate:

- a) their respective domains of responsibility
- b) the arbitration procedure between the different bodies

8.5 – Are there any plans to change the structure of the organization (e.g. as a result of changes in telecommunications policy)?

9 – Spectrum management workforce

In all, how many people are employed in national spectrum management?

How many are specialist staff (engineers and technicians) in national spectrum management?

B – Technical aspects of national spectrum management

10 – Technical regulation of radiocommunications equipment

10.1 – Is there a requirement for the technical characteristics of radiocommunications equipment to comply with certain requirements (or equipment standards, such as the ITU-R Recommendations) to avoid harmful interference to other services and users? YES NO

10.2 – Are these technical requirements or equipment standards developed domestically, or are they derived from those used by other administrations or standards organizations, whether international (ITU-R, ISO, IEC, etc.) or regional (ETSI and TIA)?

National Other

10.3 – Is there a procedure for ensuring that radiocommunications equipment complies with the technical and operational requirements? For example:

Type approval: ; Manufacturer's declaration of compliance: ;

Other (please specify)

11 – Management of frequency assignment records

a) Does the national administration have a registry (computerized or not) for national frequency assignments and spectrum use (e.g. in the form of a DBMS-based database)? YES NO

b) Is there a single national registry or are there separate registries for different categories of users (for example, one system for assignments to government users and another for assignments to non-government users)? Single Separate (give details)

c) What is the approximate size of your registry (as of 2007):

number of frequency assignments

number of licences

d) Can the frequency assignment be consulted by the public? YES NO

e) Is the registry computerized? YES NO

f) If computerized, what is the name of the system or product used?

12 – Coordination of frequency assignments with other countries:

Do you coordinate assignments to terrestrial stations? YES NO

Do you coordinate assignments to space stations? YES NO

13 – Notification of frequency assignments.

Do you notify ITU of frequency assignments as required by the Radio Regulations? YES NO

If not, please explain why, listing any difficulties:

14 – Do you have a policy and planning function for national spectrum management (i.e. a national strategy for future use of the spectrum)? YES NO

15 – Do you perform technical analyses of frequency assignment requests? YES NO

16 – Do you perform radio monitoring of terrestrial radio services? YES NO

Fixed monitoring stations

- a) How many fixed monitoring stations do you have? (Break down by HF band, HF/VHF/UHF/SHF band, or any other combination.)
- b) Please provide a brief list of the facilities available at your fixed monitoring stations (for example receivers, spectrum analysers, direction finding equipment):
- c) What is the upper frequency limit of your fixed monitoring stations? GHz
- d) What is the upper frequency limit of your fixed direction finding stations? GHz

Mobile monitoring stations

- e) How many mobile monitoring stations do you have? (Break down by HF band, HF/VHF/UHF/SHF band, or any other combination.)
- f) Please provide a brief list of the facilities available in your mobile monitoring stations (for example receivers, spectrum analysers, direction finding equipment)
- g) What is the upper frequency limit of your mobile monitoring stations? GHz
- h) What is the upper frequency limit of your mobile direction finding stations? GHz

Transportable monitoring stations

- i) How many transportable monitoring stations do you have? (Break down by HF/VHF/UHF/SHF band, or any other combination.)
- j) Please provide a brief list of the facilities available in your transportable monitoring stations (for example receivers, spectrum analysers, direction finding equipment):
- k) What is the upper frequency limit of your transportable monitoring stations? GHz
- l) What is the upper frequency limit of those stations? GHz

17 – Do you perform space monitoring? YES NO

- a) Please provide a brief list of the facilities available at your space monitoring stations
- b) What tasks do your space monitoring stations perform for GSO satellite monitoring?
- c) What tasks do your space monitoring stations perform for non-GSO satellite monitoring?

18 – Does your administration participate in the international monitoring programme of ITU (cf. Article 16 of the Radio Regulations)?

- Land emissions: YES NO
- Space emissions: YES NO

19 – Cooperation between spectrum management and monitoring services

Please indicate the amount of work (as a percentages) performed by the monitoring service on behalf of:

- a) the spectrum management service %
- b) the enforcement service %

c) the licensing service %

20 – Do you perform inspections on radio stations? YES NO

a) What inspection techniques are used by your administration to determine if spectrum users are complying with national or international requirements?

b) What are the administrative procedures provided for in the inspection policy (e.g. number of inspections, type of notification provided prior to inspection, rules and regulations)?

c) What equipment does your administration use to perform technical measurements during an inspection?

d) What technical parameters does your administration measure when inspecting a radio system?

e) What station records does your administration review when inspecting a radio station?

21 – Do you perform technical analyses of complaints of radio frequency interference?

YES NO

Do you have an established consultation process with a government or non-government body for resolving these complaints? YES NO

22 – Use of computers for national spectrum management

General

a) Do you use computers for national spectrum management? YES NO

b) Type of computers

c) How many workstations: or personal computers (PCs):

d) Operating system(s):

e) Does your spectrum management system operate within a local area network (LAN)?

YES NO

f) Do you have access to the Internet?

YES NO

g) Does your administration operate a web site to disseminate spectrum management information?

YES NO

If YES, please provide the address (URL) of the website:

Spectrum management system for developing countries

The Telecommunication Development Bureau of ITU has developed an automated tool for administrative and technical spectrum management, called the Spectrum Management System for Developing Countries (SMS4DC).

The publication notice for the 2006 edition (ref. 395-07, dated 22 January 2007) is available in various formats at the following URL: <http://www.itu.int/pub/D-STG-SPEC-2006>.

h) Are you familiar with the SMS4DC product? YES NO

i) Does your administration intend to use SMS4DC? YES NO

j) Does your administration still use WinBASMS? YES NO

k) Did your administration participate in the regional ITU-D seminar on spectrum management, including SMS4DC applications? YES NO

Advanced automated spectrum management systems

- l) Does your administration use an advanced automated spectrum management system (AASMS) other than SMS4DC? YES NO
- m) Has your administration had problems using your AASMS? YES NO
- n) Describe the problems encountered using your AASMS
- o) How would you propose to change the AASMS to correct or overcome these problems (give details)?

23 – Which of the following ITU-R Handbooks and Reports do you use?

- a) National Spectrum Management, 2005 edition
- b) Spectrum Monitoring, 2002 edition
- c) Computer-aided Techniques for Spectrum Management, 2005 edition
- d) Report SM.2012-2, Economic Aspects of Spectrum Management

C – Economic aspects

24 – Spectrum management costs

24.1 – What is the cost of providing national spectrum management services in your country (if there is more than one organization or agency responsible for spectrum management please give the total costs if this information is available)?

Break down by:

- spectrum management (spectrum planning, coordination, monitoring)
- spectrum management (national assignments)
- government use
- non-government use

(Euros €) or (US \$)

24.2 – What is the source of the funding for these spectrum management services?

D – Problems encountered in national spectrum management

25 – Difficulties in connection with national spectrum management

25.1 – What are the legal, administrative, technical and financial difficulties encountered in carrying out the functions of national spectrum management in performing these services?

25.2 – Use the following table to describe problems experienced by your administration in national spectrum management (the table follows the structure of the main questionnaire above). This information will be used by ITU, in particular ITU-R Study Group 1 and ITU-D Study Group 2, to identify future areas of work, within the normal study programme, so that effort may be focused on the development of recommendations and reports in areas where assistance is most needed.

Question	Please describe the spectrum management problem associated with the Question and the type of assistance that could be provided by the ITU
Q1	
Q2	
Q3	
Q4	
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Q25	
