



## Radiocommunication Bureau (BR)

Administrative Circular  
CA/214

19 June 2014

### To Administrations of Member States of the ITU and Radiocommunication Sector Members

Subject: **2<sup>nd</sup> ITU Inter-regional Workshop on WRC-15 Preparation  
Geneva, 12-13 November 2014**

By means of this Administrative Circular, the ITU Radiocommunication Bureau has the pleasure to invite your Administration or organization to attend the 2<sup>nd</sup> ITU Inter-regional Workshop on WRC-15 Preparation, which is organized in response to Resolution 72 (Rev.WRC-07).

The meeting will be chaired by Mr Aboubakar Zourmba, Chairman of the 2015 Conference Preparatory Meeting (CPM-15). It will be held in the ITU Headquarters in Geneva, on 12 and 13 November 2014. The opening session will take place at 0930 hours on 12 November 2014.

Based on the presentation by the CPM-15 Chapter Rapporteurs of the ITU-R preparatory studies included in the Draft CPM Report to WRC-15, as well as on up-to-date information regarding the Bureau and regional preparations for CPM15-2, RA-15 and WRC-15, this meeting will provide participants with the opportunity to exchange views and have a better understanding of the draft common views, positions and/or proposals of the concerned entities.

To meet these objectives, input documents in English are invited, in particular from the regional groups. They may be submitted by electronic mail to the BR Secretariat ([brsgd@itu.int](mailto:brsgd@itu.int)), **not later than 3 November 2014**.

A preliminary programme for this meeting is proposed in the **Annex**. It will be available at [www.itu.int/go/ITU-R/wrc-15-irwsp-14](http://www.itu.int/go/ITU-R/wrc-15-irwsp-14) and will be updated as new or modified information becomes available.

Please note that the meeting will be conducted in a “paperless” environment, i.e. all of the documents for the meeting will be available on the above-mentioned website. Participants are, therefore, requested to bring their laptop PCs. The Service Desk ([servicedesk@itu.int](mailto:servicedesk@itu.int)) has prepared a limited number of laptops for those who do not have one.

### Interpretation

The meeting will be held with interpretation in the six official languages.

## Remote participation

In order to facilitate remote participation in the meeting, an audio and video webcast of the presentations and discussions in the six official languages is planned to be provided through the ITU Internet Broadcasting Service (IBS). Participants do not need to register for the meeting to use the webcast facility.

## Participation/Visa requirements/Accommodation

Advance registration to ITU-R events is mandatory and carried out exclusively online through ITU-R Designated Focal Points (DFPs). Advance online registration for this event will open on 12 August 2014. Individuals wishing to be registered should contact the DFP for their entity. The list of ITU-R DFPs is available at:

[www.itu.int/en/ITU-R/information/events](http://www.itu.int/en/ITU-R/information/events)

On-site badging and registration will take place at the entrance of the ITU Montbrillant building (2 rue de Varembé, 1202, Geneva) from 0800 hours on 12 and 13 November 2014. Please note that the confirmation of registration sent to each participant by e-mail should be presented, together with photo identification, in order to receive an event participant badge.

Information regarding hotel accommodation for meetings held in Geneva is available at: [www.itu.int/travel](http://www.itu.int/travel).

Citizens of some countries are required to obtain a visa in order to enter Switzerland. When needed, visa support from the ITU must also be requested by the DFP during the on-line registration process. Please allow up to four (4) weeks for visa support to be provided by the ITU. Further information can be found at [www.itu.int/en/ITU-R/information/events](http://www.itu.int/en/ITU-R/information/events).

For further information regarding the 2<sup>nd</sup> ITU Inter-regional Workshop on WRC-15 Preparation, contact Mr Philippe Aubineau, Counsellor for the CPM, Radiocommunication Bureau (Tel.: +41 22 730 5992 or e-mail: [philippe.aubineau@itu.int](mailto:philippe.aubineau@itu.int)).



François Rancy  
Director

## Annex: 1

### Distribution:

- Administrations of Member States of the ITU
- Radiocommunication Sector Members
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups and Special Committee on Regulatory/Procedural Matters
- Chairman and Vice-Chairmen of the Radiocommunication Advisory Group
- 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

2<sup>nd</sup> ITU Inter-regional Workshop on WRC-15 Preparation

Preliminary Programme  
(Geneva, 12-13 November 2014)

Day 1 (Wednesday, 12 November 2014)	Day 2 (Thursday, 13 November 2014)
<p><b>0930-1015 hours:</b></p> <ul style="list-style-type: none"> <li>- Opening</li> <li>- Status of preparation for CPM15-2, RA-15 and WRC-15</li> </ul>	<p><b>0900-1040 hours:</b></p> <p>Review of the WRC-15 agenda items related to the <b>Maritime, Aeronautical and Radiolocation issues</b> (agenda items 1.15, 1.16, 1.17, 1.18 and 1.5)<sup>1</sup></p>
1015-1030 hours – Break	1040-1100 hours – Break
<p><b>1030-1230 hours:</b></p> <p>Review of the WRC-15 agenda items related to the <b>Mobile issues</b> (agenda items 1.1, 1.2)<sup>1</sup></p>	<p><b>1100-1200 hours:</b></p> <p>Review of the WRC-15 agenda items related to the <b>Satellite allocation issues</b> (agenda items 1.6, 1.7, 1.8 and 1.9.1)<sup>1</sup></p>
1230-1400 hours - Lunch Break	1200-1400 hours - Lunch Break
<p><b>1400-1520 hours:</b></p> <p>Review of the WRC-15 agenda items related to the:</p> <ul style="list-style-type: none"> <li>- <b>BB-PPDR and Amateur issues</b> (agenda items 1.3, 1.4)<sup>1</sup></li> <li>- <b>General and other issues</b> (agenda items 2, 4, 8, 9.1 issues 9.1.4, 9.1.6, 9.1.7, 9.2 (non-satellite))<sup>1</sup></li> </ul>	<p><b>1400-1520 hours:</b></p> <p>Review of the WRC-15 agenda items related to the:</p> <ul style="list-style-type: none"> <li>- <b>Satellite allocation issues (Cont'd)</b> (agenda items 1.9.2 and 1.10)<sup>1</sup></li> <li>- <b>Satellite regulatory issues</b> (agenda item 7 (issues))<sup>1</sup></li> </ul>
1520-1540 hours – Break	1520-1540 hours – Break
<p><b>1540-1700 hours:</b></p> <p>Review of the WRC-15 agenda items related to the <b>Science issues</b> (agenda items 1.11, 1.12, 1.13 and 1.14)<sup>1</sup></p>	<p><b>1540-1700 hours:</b></p> <p>Review of the WRC-15 agenda items related to the:</p> <ul style="list-style-type: none"> <li>- <b>Satellite regulatory issues (Cont'd)</b> (agenda items 7 (issues), 9.1 (issues 9.1.1, 9.1.2, 9.1.3, 9.1.5, 9.1.8), 9.2 (Satellite), 9.3)<sup>1</sup></li> <li>- <b>Conclusion</b> (including agenda item 10) and closing session.</li> </ul>

<sup>1</sup> Presentation and explanation of the ITU-R preparatory studies and draft Methods included in the draft CPM Report to satisfy the WRC-15 agenda items, as well as of the draft common views, positions and/or proposals from the regional groups (African Group/ATU, APT-APG, Arab Group/ASMG, CITELE-PCC.II, RCC, CEPT-CPG) and other organizations (e.g. ICAO, IMO, WMO, etc.). The order of presentations on the WRC-15 agenda items is indicative at this stage and may be subsequently modified as deemed appropriate.