



Radiocommunication Bureau (BR)

Administrative Circular
CA/235

1 September 2017

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

Subject: **1st ITU Inter-regional Workshop on WRC-19 Preparation
Geneva, 21-22 November 2017**

By means of this Administrative Circular, the ITU Radiocommunication Bureau has the pleasure to invite your Administration or organization to attend the 1st ITU Inter-regional Workshop on WRC-19 Preparation, which is organized in response to Resolution **72 (Rev.WRC-07)**.

The Workshop will be chaired by Mr. Khalid Al Awadhi, Chairman of the 2019 Conference Preparatory Meeting (CPM-19). It will be held in the ITU Headquarters in Geneva, on 21 and 22 November 2017. The opening session will take place at 0900 hours on 21 November 2017.

Using information from the ITU-R responsible groups on the on-going preparatory studies for WRC-19, as well as on up-to-date information regarding the Bureau and regional preparations for CPM19-2, RA-19 and WRC-19, round tables will provide participants with the opportunity to exchange views and have a better understanding of the most challenging WRC-19 agenda items and issues, with draft preliminary common views and/or positions 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 (brmail@itu.int), **not later than 13 November 2017**. They will be uploaded on the website of the event for reference during the discussions.

A preliminary programme for this meeting is proposed in the **Annex**. It will be available on the event web page at www.itu.int/go/ITU-R/wrc-19-irwsp-17 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.

Interpretation

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

Remote participation

In order to follow the proceedings of the Workshop remotely, a live audio and video webcast of the Workshop sessions will be provided in the six official languages (see [event web page](#)). Archives will also be made available after the Workshop. Participants do not need to register for the Workshop to use the webcast facility, however, an ITU [TIES account](#) is required to access the webcast.

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

For further information regarding the 1st ITU Inter-regional Workshop on WRC-19 Preparation, contact Mr. Philippe Aubineau, Counsellor for the CPM, Radiocommunication Bureau (e-mail: philippe.aubineau@itu.int).



François Rancy
Director

Annex: 1

Distribution:

- Administrations of Member States of ITU
- Radiocommunication Sector Members
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups
- 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 ITU, Director of the Telecommunication Standardization Bureau, Director of the Telecommunication Development Bureau

ANNEX

1st ITU Inter-regional Workshop on WRC-19 Preparation

Preliminary Programme¹

(Geneva, 21-22 November 2017)

Day 1 (Tuesday, 21 November 2017)	Day 2 (Wednesday, 22 November 2017)
0900 – 0945 hours, Opening Session Opening addresses and overview of the organization for CPM19-2, RA-19 and WRC-19 by regional groups and BR	0900 – 1000 hours, Session 4 WRC-19 agenda items on Science issues ²
0945 – 1000 hours, Break	
1000 – 1200 hours, Session 1 WRC-19 agenda items on terrestrial issues (mobile, fixed, maritime, aeronautical services) ²	1000 – 1015 hours, Break
	1015 – 1200 hours, Session 5 WRC-19 agenda items on Satellite issues ²
1200 – 1330 hours, Lunch Break	1200 – 1400 hours, Lunch Break
1330 – 1440 hours, Session 2 WRC-19 agenda items on terrestrial issues (continued) ²	1400 – 1425 hours, Session 6 Other WRC-19 agenda item(s)/issue(s) ²
1440 – 1530 hours, Session 3 WRC-19 agenda items on terrestrial issues (continued) ²	1425 – 1530 hours, Session 7 Discussions on WRC-19 agenda items with overlapping frequency bands
1530 – 1600 hours, Break	1530 – 1600 hours, Break
1600 – 1800 hours Celebration of the 90th Anniversary of the CCIR/ITU Radiocommunication (ITU-R) Study Groups	1600 – 1700 hours Concluding and outlook session Closing remarks
1800 – 2000 hours Cocktail Reception by the Director of the BR	

¹ The timing of the sessions is indicative at this stage and the list of the WRC-19 agenda items/issues will be provided later on the [event web page](#).

² Information from the ITU-R responsible groups on the on-going ITU-R preparatory studies for WRC-19 and on the preliminary 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.) or other entities, as appropriate.