



Radiocommunication Bureau
(Direct Fax N°. +41 22 730 57 85)

Administrative Circular
CACE/351*

13 June 2005

**To Administrations of Member States of the ITU and Radiocommunication Sector Members
participating in the work of SWG1 of the Working Party
of the Regulatory/Procedural Group**

Subject: Third meeting of Sub-Working Group 1 (SWG1) of the Working Party of the
Regulatory/Procedural Group

Introduction

By means of this letter we wish to announce that a meeting of SWG1 of the Working Party of the Regulatory/Procedural Group will take place in the ITU Headquarters in Geneva from 30 August to 1 September 2005.

Services directly connected with meeting activities, such as delegate registration, document distribution, etc. will be located in the vicinity of the meeting room. The opening session will take place at 09:30 hours and registration of delegates will start at 08:30 hours on the opening day.

Programme of the meeting

The subject of discussion will be the draft regulatory text for the new Regional Agreement and draft revision of the Stockholm Agreement (ST-61) and the Geneva Agreement (GE-89). The draft agenda of SWG 1 meeting is contained in Annex 1.

SWG1 will conduct its work in English.

Contributions

SWG 1 will normally work by correspondence and for that purpose the Secretariat established an E-mail reflector (rrpg-wprpg-agreements@itu.int). Contributions to the SWG 1 should be forwarded to the above address.

* English only.

Participation

In order to make the necessary arrangements, it is advised that the intended participation of your representative(s) be advised no later than one month before the opening of the meeting by means of the annexed registration form (Annex 2) (to be photocopied as required).

Valery Timofeev
Director, Radiocommunication Bureau

Annexes:

- 1 Draft agenda
- 2 Registration form

Distribution:

- Administrations of Member States and Radiocommunication Sector Members
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups and Special Committee on Regulatory/Procedural Matters
- Chairman and Vice-Chairmen of the Conference Preparatory Meeting
- Chairman and Vice-Chairmen of the Regulatory/Procedural Group
- Members of the Radio Regulations Board
- Secretary-General of the ITU, Director of the Telecommunication Standardization Bureau, Director of the Telecommunication Development Bureau

**Draft Agenda for the second meeting of the Rapporteur Group
of Working Party of the Regulatory/Procedural Group in preparation for
the RRC-06 and associated conferences**

(Geneva, 30 August – 1 September 2005)

Documents

- 1** Opening remarks
- 2** Approval of the draft agenda
- 3** Consideration of contributions to the meeting
- 3.1** Regulatory and procedural aspects relating to the RRC-06 Agreement
- 3.2** Regulatory and procedural aspects relating to the revision of the ST-61 and GE-89 Agreements
- 4** Approval of the Report of the third meeting
- 5** Any other business

Jean CHARTIER
Chairman, Rapporteur Group
SWG1/WPRPG

ANNEX 2



Registration Form
Sub-Working Group 1 of the
Working Party of the Regulatory/Procedural Group
Geneva, Switzerland, 30 August – 1 September 2005

Radiocommunication Bureau

I wish to participate in

SWG1 WPRPG 30/08-01/09

Mr. Mrs. Ms. Miss:

.....
(family name)
(first name)

Accompanied by family member(s):

.....
(family name)
(first name)

1. REPRESENTATION

Name of Member State:

Head of Delegation

Deputy

Delegate

(to be completed by representatives of Member States only)

Name of Sector Member:

- | | |
|---|--|
| <input type="checkbox"/> Recognized Operating Agencies | <input type="checkbox"/> Regional Telecommunication Organizations |
| <input type="checkbox"/> Scientific or Industrial Organizations | <input type="checkbox"/> Intergovernmental Organizations operating Satellite Systems |
| <input type="checkbox"/> UN, Specialized Agencies and the IAEA | <input type="checkbox"/> Other Entities dealing with Telecommunication matters |
| <input type="checkbox"/> Regional and other International Organizations | <input type="checkbox"/> Associates |

2. OFFICIAL ADDRESS

Name of the Company:

Street Address:

City/State/Code/Country:

Business tel.: Fax:

E-mail: In case of emergency:

3. DOCUMENTS

I wish to receive paper copies during the meeting:

Yes No

Upon request, contributions are available at the Document Distribution Desk

Date : Signature:

For BR Secretariat use only

Approved (if applicable)

Personal Section

Meeting Section

Pigeonhole

To be returned duly completed to the Radiocommunication Bureau

Place des Nations
CH-1211 Geneva 20
Switzerland

Telephone: +41 22 730 5802
Telefax: +41 22 730 6600
Email: linda.kocher@itu.int