



Radiocommunication Bureau
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Administrative Circular
CACE/359

8 August 2005

**To Administrations of Member States of the ITU and
Radiocommunication Sector Members participating in the
work of the Radiocommunication Study Groups and the Special
Committee on Regulatory/Procedural Matters**

Subject: Meeting of Radiocommunication Study Group 4 (Fixed-satellite service).
Geneva, 17-18 November 2005.

1 Introduction

By means of this Administrative Circular, we wish to announce that a meeting of ITU-R Study Group 4 will take place in Geneva from 17 to 18 November 2005, immediately after the meetings of Working Parties 4A and 4B (see Circular Letter 4/LCCE/87, dated 1st of August 2005).

The Study Group meeting will be held in the ITU Headquarters, Geneva. 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 17 November 2005.

2 Programme of the meeting

The draft agenda for the meeting of Study Group 4 is contained in Annex 1. Contributions from participants will be processed in accordance with Resolution ITU-R 1-4.

The Questions assigned to Study Group 4 are listed in Document 4/1:

<http://www.itu.int/md/meetingdoc.asp?type=sitems&lang=e&parent=R03-SG04-C-0001>

2.1 Adoption of draft Recommendations at the Study Group meeting (§ 10.2.2 of Resolution ITU-R 1-4)

One draft revised Recommendation prepared by Working Party 4A at its meeting in April 2004 was presented as Document 4/47 for adoption by the Study Group at its meeting in October 2004. After due examination, it was decided to defer consideration of adoption until the next meeting of the Study Group (in November 2005).

In conformity with §§ 2.25 and 10.2.2.2 of Resolution ITU-R 1-4, the title and the summary of the draft revised Recommendation are given in Annex 2.

2.2 Adoption of draft Recommendations by a Study Group by correspondence (§ 10.2.3 of Resolution ITU-R 1-4)

The procedure described in § 10.2.3 of Resolution ITU-R 1-4 concerns draft new or revised Recommendations which are not specifically included in the agenda of a Study Group meeting or for which there was insufficient time for their preparation in the working languages prior to the meeting.

In accordance with this procedure, draft new and revised Recommendations prepared during the meetings of Working Parties 4A and 4B, held immediately before the Study Group meeting will be submitted to the Study Group. After due consideration, the Study Group may decide to seek adoption of these draft Recommendations by correspondence. In such cases, the Study Group may also decide to apply the procedure for simultaneous adoption and approval (PSAA) of a draft Recommendation as described in § 10.3 of Resolution ITU-R 1-4 (see also § 2.3 below).

In accordance with § 2.25 of Resolution ITU-R 1-4, Annex 3 to this Circular contains a list of topics to be addressed at the Working Parties' meetings just prior to the Study Group meeting, and for which draft Recommendations may be developed.

2.3 Decision on approval procedure

At the meeting, the Study Group shall decide on the eventual procedure to be followed for seeking approval for each draft Recommendation in accordance with § 10.4.3 of Resolution ITU-R 1-4. Approval may be sought by submitting the draft Recommendation to the next Radiocommunication Assembly, or by consultation of the Member States; alternatively, the Study Group may decide to use the PSAA procedure described in § 10.3 of Resolution ITU-R 1-4.

3 Visa requirements

We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Switzerland. The visa must be requested and obtained from the office (embassy or consulate) representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure. If problems are encountered, the Union can, at the official request of the administration or company you represent, approach the competent Swiss authorities in order to facilitate delivery of the visa.

Visa requests should be made via an official covering letter from the administration or company you represent. This letter must specify your name and function, date of birth, passport number as well as the date of issuance and expiration. The letter must be accompanied by a photocopy of your passport and completed registration form and must be sent by fax to the ITU-R Document and Meetings Unit, Office V.434, Attention: Mrs. L. Kocher. The fax number is +41 22 730 6600. Please note that the Union needs at least one week to process all papers required for the delivery of a visa.

4 Participation

Based on the registration of participants received one month prior to the meeting, appropriate interpretation facilities will be provided.

In order to make the necessary arrangements, it is requested that the intended participation of your representative(s) be advised not later than one month before the opening of the meeting, by means of the annexed form (Annex 4) (to be photocopied as required). For hotel accommodation see: <http://www.itu.int/travel>.

Valery Timofeev
Director, Radiocommunication Bureau

Annexes: 4

Distribution:

- Administrations of Member States and Radiocommunication Sector Members
- ITU-R Associates participating in the work of Radiocommunication Study Group 4
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups and Special Committee on Regulatory/Procedural Matters
- 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 1

Draft agenda for the meeting of Radiocommunication Study Group 4

(Geneva, 17–18 November 2005)

- 1** Introduction
- 2** Approval of the agenda
- 3** Appointment of Rapporteur
- 4** Chairman's Report
- 5** Executive Reports from Working Parties
 - WP 4A
 - WP 4B
- 6** Consideration of new and revised Recommendations
 - 6.1** Recommendations where notice of intention to seek adoption was given (see Resolution ITU-R 1-4, § 10.2.2 and § 10.4)
 - adoption of text by Study Group
 - decision on approval procedure to be followed
 - 6.2** Recommendations where notice was not given (see Resolution ITU-R 1-4, § 10.2.3)
 - decision to seek adoption
 - decision on approval procedure to be followed
- 7** Consideration of new and revised Questions
- 8** Review of other contributions
- 9** Consideration of Working Party structure and the appointment of Working Party Chairmen
- 10** Consideration of future work programmes and discussion on a tentative meeting schedule
- 11** Any other business

V. RAWAT
Chairman, Study Group 4

ANNEX 2

Title and summary of the Recommendation proposed for adoption

Working Party 4A

Document 4/47: Draft revision of Recommendation ITU-R S.1587

WRC-03 adopted Resolution 902 (WRC-03) to capture provisions for earth stations located on board vessels that operate in fixed-satellite service networks in the uplink bands 5 925-6 425 MHz and 14-14.5 GHz. Resolution 902 (WRC-03) changed some of the performance parameter descriptions for ESV terminals and also allowed for smaller antennas to be used in the 14-14.5 GHz band.

This revision reflects the adoption of Resolution 902 (WRC-03) and contains updated parameters for the systems described in Recommendation ITU-R S.1587 as well as the description of additional systems that have recently been developed, including smaller antennas in both bands.

These system parameters can then be used in sharing studies, particularly for ESV antennas smaller than the current minima.

ANNEX 3

Topics to be addressed at meetings of Working Parties 4A and 4B held immediately prior to the meeting of Study Group 4 and for which draft Recommendations may be developed

Working Party 4A

- 1 Revision of Recommendation ITU-R S.1001 – Use of systems in the fixed-satellite service in the event of natural disasters and similar emergencies for warning and relief operations.
- 2 Revision of Recommendation ITU-R S.524-8 – Maximum permissible levels of off-axis e.i.r.p. density from earth stations in Geostationary-satellite orbit networks operating in the fixed-satellite service transmitting in the 6, 13, 14 and 30 GHz frequency bands.
- 3 Analysis of interference from HEO system routine TT&C transmissions in FSS bands into GSO networks and guidelines to be used for designing and operating HEO system TT&C.
- 4 Characterization of HEO type non-GSO FSS systems.
- 5 Revision of Recommendation ITU-R S.727-1 – Cross-polarization isolation from very small aperture terminals (VSATs).
- 6 Possible methodology for frequency sharing between bi-directional FSS networks comprising ubiquitously deployed earth stations.
- 7 Generic reference antenna patterns for earth stations operating with geostationary FSS satellites.

Working Party 4B

- 1 Quality of Service (QoS) Architectures, Mechanisms and their Provisioning in IP-based networks in the FSS.
- 2 Reliable Multicast protocols and their performance for IP-based Satellite Networks.
- 3 Availability objectives for hypothetical reference digital paths in the fixed-satellite service.
- 4 Characteristics of fixed satellite service systems using wideband spreading signals.

ANNEX 4

Registration Form
ITU-R Meetings

Geneva, Switzerland, 1 November - 2 December 2005



Radiocommunication Bureau

I wish to participate in

WP 4B 1-8/11	SG 7 7/11	WP 4A 7-16/11	WP 7A 8-11/11	WP 7D 8-11/11	WP 7B 8-14/11	WP 7C 8-14/11	WP 4-9S 14-21/11

SG 7 15/11	SG 4 17-18/11	SG 8 21-22/11	WP 9B 22-30/11	WP 9D 22-30/11	WP 9A 23-30/11	WP 9C 24-29/11	SG 9 1-2/12

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:

Recognized Operating Agencies

Regional Telecommunication Organizations

Scientific or Industrial Organizations

Intergovernmental Organizations operating Satellite Systems

UN, Specialized Agencies and the IAEA

Other Entities dealing with Telecommunication matters

Regional and other International Organizations

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

If yes, indicate one language only:

English

French

Spanish

Arabic

Chinese

Russian

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

[Box]

[Box]

[Box]

[Box]

To be returned duly completed to the Radiocommunication Bureau

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