



Radiocommunication Bureau
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Administrative Circular
CACE/407

26 January 2007

**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 3 (Radiowave propagation)

1 Introduction

By means of this Administrative Circular, we wish to announce that a meeting of ITU-R Study Group 3 will take place in Geneva from 26 to 27 April 2007, after the meetings of Working Parties 3J, 3K, 3L and 3M (16 – 25 April 2007, see Circular Letter 3/LCCE/27 dated 19 January 2007).

Group	Meeting dates	Deadline for contributions 16:00 hours UTC	Opening session
Study Group 3	26-27 April 2007	Thursday, 19 April 2007	Thursday, 26 April 2007 at 09:30 hours

The 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 the registration of delegates will start at 08:30 hours, **in the Montbrillant building only (all delegates should enter the building exclusively through this entrance)** on the opening day.

2 Programme of meeting

The draft agenda for the meeting of Study Group 3 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 3 can be found on:

<http://www.itu.int/pub/R-QUE-SG03/en>

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

No Recommendations are proposed for adoption by the Study Group at its meeting in accordance with § 10.2.2 of Resolution ITU-R 1-4.

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 3J, 3K, 3L and 3M, held 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 2 to this Circular contains a list of topics to be addressed at the Working Party 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 3) (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 3
- 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 3

(Geneva, 26-27 April 2007)

- 1** Opening of the meeting
- 2** Approval of the agenda
- 3** Appointment of Rapporteur
- 4** Appointment of Editorial Group
- 5** Chairman's Report
- 6** Executive Reports from Working Parties
 - WP 3J
 - WP 3K
 - WP 3L
 - WP 3M
- 7** Results of the Radiocommunication Advisory Group (RAG) meeting relevant to Study Group 3
- 8** Consideration of new and revised Recommendations
 - 8.1** Recommendations where notice of intention to seek adoption was not given (see Resolution ITU-R 1-4, §§ 10.2.3, 10.3 and 10.4)
 - Decision to seek adoption
 - Decision on eventual approval procedure to be followed
 - 8.2** Update of Recommendations under Resolution ITU-R 44-1
- 9** Consideration of new and revised Questions and Questions for maintenance
- 10** Resolutions and Opinions relevant to Study Group 3
- 11** Maintenance of other Recommendations and Reports
- 12** Progress in the development of Handbooks
- 13** Consideration of work relevant to the ITU Development Sector
- 14** Liaison with other groups
- 15** Preparation for the CPM-07 and the WRC-07
- 16** Consideration of future work programmes and discussion on a tentative meeting schedule
- 17** Any other business

B. ARBESSER-RASTBURG
Chairman, Study Group 3

ANNEX 2

Topics to be addressed at meetings of Working Parties 3J, 3K, 3L and 3M held immediately prior to the meeting of Study Group 3 and for which draft Recommendations may be developed

Working Party 3J

- Propagation data required for the design of free space optical links (possible draft new Recommendation ITU-R P.[FSO_ATMDS])
- Conversion method to 1-minute rain-rate data from other integration time data (possible draft new Recommendation ITU-R P.[CONV_RAIN_RATE])
- Characteristics of precipitation for propagation modelling (possible revision of Recommendation ITU-R P.837-4)
- Radio noise (possible revision of Recommendation ITU-R P.372-8)
- Tropospheric attenuation time series synthesis (possible draft new Recommendation)
- Effects of building materials and structures on radiowave propagation above about 100 MHz (possible draft new Recommendation)

Working Party 3K

- Method for point-to-area predictions for terrestrial services in the frequency range 30 MHz to 3 000 MHz (possible revision of Recommendation ITU-R P.1546-2)
- Propagation effects relating to terrestrial land mobile and broadcasting services in the VHF and UHF bands (possible revision of Recommendation ITU-R P.1406)
- Propagation data and prediction methods for the planning of short-range outdoor radiocommunication systems and radio local area networks in the frequency range 300 MHz to 100 GHz (possible revision of Recommendation ITU-R P.1411-3)
- The prediction of the delay profile for broadband land mobile services using UHF and SHF bands (possible draft new Recommendation)
- Propagation data and prediction methods for the planning of indoor radiocommunication systems and radio local area networks in the frequency range 900 MHz to 100 GHz (possible revision of Recommendation ITU-R P.1238-4)
- Deterministic prediction method for point-to-area predictions for terrestrial services in the frequency range 30 MHz to 3 000 MHz (possible draft new Recommendation)

Working Party 3L

- Method for the prediction of the performance of HF circuits (possible revision of Recommendation ITU-R P.533-8)
- Prediction of field strength at frequencies below about 150 kHz (possible revision of Recommendation ITU-R P.684-4)

Working Party 3M

- Prediction methods required for the design of free space optical links (possible draft new Recommendation ITU-R P.[FSO_PREDICT])
- Propagation data and prediction methods required for the design of Earth-space telecommunication systems (possible revision of Recommendation ITU-R P.618)
- Acquisition, presentation and analysis of data in studies of tropospheric propagation (possible revision of Recommendation ITU-R P.311-12)
- Prediction procedure for the evaluation of microwave interference between stations on the surface of the Earth at frequencies above about 0.7 GHz (possible revision of Recommendation ITU-R P.452)

ANNEX 3



Registration Form
ITU-R Meetings
Geneva, Switzerland, 16 April – 8 June 2007

Radiocommunication Bureau

I wish to participate in

Table with 10 columns for meeting sessions: WP 3J, WP 3M, WP 3K, WP 3L, WP 6A, WP 6M, WP 6S, SG 3, WP 6E, WP 6J, WP 6Q, SG 6, WP 9B, WP 9D, WP 9A, WP 9C, SG 9, WP 4-9S, WP 4A, WP 4B.

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, Scientific or Industrial Organizations, UN, Specialized Agencies and the IAEA, Regional and other International Organizations, Regional Telecommunication Organizations, Intergovernmental Organizations operating Satellite Systems, Other Entities dealing with Telecommunication matters, 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, Arabic, French, Chinese, Spanish, 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

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