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| **Radiocommunication Advisory Group Geneva, 25-27 June 2012** |  |
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| Russian Federation |
| FURTHER TRANSITION TO ELECTRONIC DOCUMENT HANDLING IN ITU-R |

# I Introduction

In accordance with § 9 (“Circulation of information”) of Resolution ITU-R 1-6:

9.1 The Director shall issue, including in electronic form, at regular intervals, information that will include:

– an invitation to participate in the work of the study groups for the next study period;

– a request form to be completed for the receipt of the documentation;

– a schedule of meetings for at least the next 12 months with updates, as appropriate;

– all study group meeting invitations;

– CPM preparatory documents and final reports;

– preparatory documents for the Radiocommunication Assembly.

The following information will be provided based on responses to requests for documentation as outlined above:

– study group circulars that will include invitations to all working party, task group and joint rapporteur group meetings with a form for individual participation and draft agenda;

– study group, working party, task group and joint rapporteur group documents;

– other information that will assist the membership.

The Director of the Radiocommunication Bureau, in Circular CA/203, stated that in accordance with Resolution 167 (Guadalajara, 2010), which encourages ITU “to continue to develop its electronic working methods concerning the development, distribution and approval of documents, and the promotion of paperless meetings”, paper copies of ITU-R circulars (including draft texts for adoption and approval) will only be dispatched, upon request, on completion of the form attached in Annex 2 to the circular. However, this proposal was only addressed to administrations of Member States, ITU-R Sector Members, ITU-R Associates participating in the work of a radiocommunication study group and ITU-R Academia.

It is important that the draft texts for adoption and approval formerly distributed on disk should be accessible on the website.

At the same time, such categories as:

– chairmen and vice-chairmen of ITU-R study groups, CCV and SC-RPM

– chairman and vice-chairmen of RAG

– chairman and vice-chairmen of CPM

– members of RRB

receive all information in paper form as before.

# II Proposal

2.1 Ask to all categories of recipients of documents in paper form to submit a corresponding request to BR within a deadline to be set by RAG, indicating, if they so wish, that they be informed when circular letters, Recommendations, Questions and documents of interest to them are posted on the ITU-R website.

2.2 After the deadline, only send documents in paper form on the basis of the request forms received.

2.3 Ensure that documents can be accessed on the website, including draft texts for adoption and approval.

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