RESOLUTION ITU-R 1

**WORKING METHODS FOR THE RADIOCOMMUNICATION ASSEMBLY
AND THE RADIOCOMMUNICATION STUDY GROUPS**

(1993)

The ITU Radiocommunication Assembly,

considering

a)   that the duties and functions of the Radiocommunication Assembly are stated in Articles 13 of the Constitution and 8 of the Convention (Geneva, 1992);

b)   that the duties, functions and organization of the Radiocommunication Study Groups are briefly described in Articles 11 and 20 of the Convention (Geneva, 1992),

decides

that the working methods of the Radiocommunication Assembly and the Radiocommunication Study Groups shall be as follows:

PART I

Working methods

1.   **The Radiocommunication Assembly**

1.1   The Radiocommunication Assembly, in undertaking the duties assigned to it in Article 13 of the Constitution and Article 8 of the Convention (Geneva, 1992), shall conduct the work of each Assembly by setting up special Committees, as may be required, to address Organization, Work Programme, Budget Control, and Editorial Matters.

1.2   There shall also be established a Steering Committee, presided over by the Chairman of the Assembly, and composed of the Vice-Chairmen of the Assembly and the Chairmen and Vice-Chairmen of the Committees.

1.3   Head of Delegations shall:

-      consider the proposals regarding the organization of the work and the establishment of relevant Committees;

-      draw up the proposals concerning the designation of Chairmen and Vice-Chairmen of the Committees, Study Groups and Conference Preparatory Meeting; (see No. 342 of the Convention (Geneva, 1992)).

1.4   All such special committees shall cease to exist with the closing of the Radiocommunication Assembly except the Editorial Committee. The Editorial Committee shall be responsible for the form of any texts prepared during the meeting and of any amendments made by the Radiocommunication Assembly to texts. This Committee shall also be responsible between Radiocommunication Assemblies for coordinating the work of the Editorial Groups set up by the Study Groups concerning texts prepared for approval before or at the next Radiocommunication Assembly. For this purpose, the Chairman and Vice-Chairmen of the Editorial Committee shall remain in office until the next Radiocommunication Assembly.

1.5   The Radiocommunication Assembly may also establish, by Resolution, Committees to address specific matters. Committees so established may function beyond the closing of that Radiocommunication Assembly if the terms of reference contained in the establishing Resolution so permit.

1.6   The Radiocommunication Assembly shall consider the reports of the Director, Radiocommunication Bureau and the Study Group Chairmen; it shall, in particular, consider and approve, approve with modifications, or refer back draft Recommendations submitted by the Study Groups, as well as Resolutions and Opinions; it shall take note of the Recommendations approved since the last Radiocommunication Assembly, in accordance with the provisions of § 10 of this Resolution.

1.7   The Radiocommunication Assembly shall approve the programme of work arising from the review of existing Questions and new Questions and determine the priority, urgency, estimated financial implications and time-scale for the completion of their study.

1.8   The Radiocommunication Assembly shall decide, in the light of the approved programme of work derived from § 1.7 above, on the need to maintain, terminate or establish Study Groups, and allocate to each of them the Questions to be studied.

1.9   The Radiocommunication Assembly shall also give special attention to problems of particular interest to developing countries by grouping Questions of interest to the developing countries as far as possible, in order to facilitate their participation in the study of those Questions.

1.10   The Radiocommunication Assembly shall delete from consideration any Question for which the results of studies have not been contributed during six years unless a member reports that it is undertaking studies on that Question and will contribute the results of those studies prior to the next Assembly or a revision of the Question is submitted.

1.11   The Radiocommunication Assembly shall establish, and determine suitable terms of reference and working procedures for the Radiocommunication Advisory Group to review priorities, strategies and progress of work, and to give guidance on the work of the Radiocommunication Sector, including Radiocommunication Study Groups and cooperation with other entities (see Resolution ITU-R 3).

1.12   The Radiocommunication Assembly shall report to the associated World Radiocommunication Conference on the progress in matters that may be included in agenda of future Radiocommunication Conferences.

2.   Radiocommunication Study Groups

2.1   Each Study Group shall perform an executive role, including the planning, scheduling, supervision, delegation and approval of the work and other related matters.

2.2   The work of each Study Group, within the scope defined in Resolution ITU-R 4, shall be organized by the Study Group itself on the basis of proposals by its Chairman.

2.3   Each Study Group shall maintain a plan for its work that considers a period of at least four years ahead, taking due account of the related schedule of World Radiocommunication Conferences and associated Radiocommunication Assemblies. The plan should be reviewed at each meeting of the Study Group.

2.4   The Study Groups will normally set up Working Parties to study the Questions assigned to the Study Group. Each Working Party will study one or several Questions and will prepare draft Recommendations and other texts for consideration by the Study Group.

2.5   When necessary, Joint Working Parties (JWP) may be established for the study of Questions requiring the participation of experts from more than one Study Group.

2.6   The Study Group may establish one or more Task Groups to which it may assign the studies of those urgent Questions and the preparation of those urgent Recommendations that cannot reasonably be carried out by a Working Party; appropriate liaison between the work of a Task Group and the Working Parties may be required.

2.7   Establishment of a Task Group shall be an action by a Study Group during its meeting and shall be the subject of a Decision. For each, the Study Group shall prepare a text listing:

-     statement of the specific matters to be studied within the Question assigned and the subject of the draft Recommendation to be prepared;

-     the reporting date;

-     the name and address of the Chairman and any Vice-Chairmen.

In addition, for the case of an urgent Question (see § 3.4) arising between Study Group meetings, such that it cannot reasonably be considered at a scheduled Study Group meeting, the Chairman, in consultation with the Vice-Chairmen and the Director, Radiocommunication Bureau (hereinafter, the Director) may take action to establish a Task Group, in a Decision.

2.8   When Working Parties or Task Groups are assigned preparatory studies on matters to be considered by World or Regional Radiocommunication Conferences, the final reports of the Working Parties or Task Groups may be submitted directly to the Conference Preparatory Meeting (CPM), via the Chairman of the relevant Study Group.

2.9 Study Groups, Working Parties and Task Groups shall conduct their work as far as possible by correspondence, using modern means of communication.

2.10 The Director will maintain a list of administrations and other organizations participating in each Working Party or Task Group.

2.11 In some cases, when urgent or specific issues arise that require analysis, it might be suitable to appoint a Rapporteur, who, being an expert, can carry out preliminary studies or conduct a survey among administrations and other participants in the work of the Radiocommunication Study Groups mainly by correspondence. A Rapporteur must have clearly defined Terms of Reference and may be appointed by a Working Party or a Task Group.

2.12 Each Study Group shall set up a small Editorial Group to ensure that the technical vocabulary used is correct. In addition, it shall also ensure that the texts to be approved have the same meaning in the different working languages of the ITU and are easily comprehensible to all users. Participation in the Editorial Group should be arranged beforehand and participants should plan to extend their work beyond the close of the Study Group meeting for such periods as may be required and agreed.

2.13 The Chairman of the Study Group may establish a steering group to assist in the organization of the work.

2.14 The Radiocommunication Assembly shall issue directives concerning the Study Group meetings it considers necessary. In general, Study Group meetings should be scheduled according to need, typically once in the interval between Radiocommunication Assemblies.

2.15 In addition, should a Chairman, after the Radiocommunication Assembly has adjourned, consider that additional meetings of his Study Group are required, for which no provision was made by the Radiocommunication Assembly, he may propose that his Study Group meet in accordance with the Convention. Before such additional meetings are held, the Chairman shall consult with the Director to ensure that the provisions of § 2.17 and 2.18 below are appropriately considered especially as they apply to available resources.

2.16 Study Groups shall consider at their meetings, the draft Recommendations, progress reports and other texts prepared by Task Groups and Working Parties. To facilitate participation, a draft agenda shall be published, at latest, six weeks in advance of each meeting, indicating specific days for consideration of different topics.

2.17 For meetings held outside Geneva, the provisions of Resolution No. 4 of the Plenipotentiary Conference (Nice, 1989) and Annex 1 to the ITU Financial Regulations apply; invitations to hold meetings of the Study Groups or its Task Groups and Working Parties away from Geneva should be accompanied by a statement indicating the host's acceptance of *resolves* 2 of Resolution No. 4 (Nice, 1989).

2.18 To ensure the efficient use of the resources of the Radiocommunication Sector and of the participants in its work and to reduce the amount of travel involved, the Director, in consultation with the Chairmen, shall establish and publish a programme of meetings in a timely manner. This programme should take into account relevant factors, including the common participation in certain Study Groups, Working Parties or Task Groups, the desirability of contiguous meetings on related topics, the capacity of the ITU common services, the requirements for documents to be used in meetings and the need for coordination with the other activities of the ITU and other organizations.

2.19 With prior notice of a requirement and to the extent necessary and possible within available resources, the use of the working languages should be allowed during Task Group and Working Party meetings.

2.20 Each Study Group may adopt draft Recommendations. The draft Recommendations shall be approved either by the Radiocommunication Assembly or according to the provisions of § 10. Recommendations adopted in either manner shall have equal status.

2.21 Each Study Group may also adopt:

- draft Resolutions;
- draft Opinions;
- draft Questions (see also § 3);

for approval by the Radiocommunication Assembly.

2.22 Each Study Group may approve:

- Decisions;
- Reports;
- Handbooks.

The Study Group may establish other procedures for the approval of Handbooks, e.g. by the Working Party concerned.

3.   Questions to be studied by the Radiocommunication Study Groups

3.1   In accordance with No. 129 of the Convention (Geneva, 1992) new or revised Questions referred to the Radiocommunication Assembly by the Plenipotentiary Conference, any other conference, the Council or the Radio Regulations Board will be assigned for study in accordance with § 3.4.

3.2   Other new or revised Questions may be approved by:

-        Radiocommunication Assemblies,

-        by correspondence in the interval between Radiocommunication Assemblies, when submitted to the Director by an administration or after adoption by a Study Group, Working Party or Task Group (see § 3.3).

3.3   The Director shall collect all Questions submitted for approval by correspondence under § 3.2 and circulate them to the Members in groups of related topics at appropriate intervals. Such Questions shall be approved, and have the same status as Questions approved at a Radiocommunication Assembly if:

-        a simple majority of all the Member respondents are in agreement;

-        and at least 10 replies are received within four months after circulation;

and shall be assigned for study in accordance with § 3.4.

3.4   Concerning Questions submitted or approved in accordance with § 3.1 and 3.2, the Director shall, as soon as possible, consult with the Study Group Chairmen and Vice-Chairmen and shall determine the appropriate Study Group to which the Question shall be assigned, and the urgency for the studies. Each Question adopted at the Radiocommunication Assembly or by correspondence shall be assigned to only one Study Group.

3.5   When a Question has been assigned according to § 3.4, the Study Group Chairman, in consultation with the Vice-Chairmen and the Director shall assign the Question to an existing Working Party or Task Group or, dependent upon the urgency, shall propose the establishment of a new Task Group, together with the name of its Chairman, or shall decide to refer the Question to the next Study Group meeting.

3.6   A circular-letter shall be sent by the Director to all participants in the Radiocommunication Study Groups, announcing the new Question, the method for study proposed by the Study Group Chairman, and inviting participation.

4.   Preparations for World (and Regional) Radiocommunication Conferences

4.1   World Radiocommunication Conferences (WRCs) are foreseen to occur every two years. Exceptionally, Regional Radiocommunication Conferences (RRCs) may also be scheduled. The procedures outlined in Resolution ITU-R 2 apply to the preparation for WRCs. As appropriate, they may be adapted by a Radiocommunication Assembly to apply to the case of an RRC.

4.2   Preparations for WRCs will be carried out by the Conference Preparatory Meeting (CPM) (see Resolution ITU-R 2).

5.   Coordination among Study Groups, Sectors and with other International Organizations

5.1   Meetings of Study Group Chairmen

Shortly after the close of each Radiocommunication Assembly and once in the interval between Radiocommunication Assemblies, the Director shall call a meeting of the Chairmen and Vice-Chairmen. The purpose of the meeting shall be to ensure the most effective coordination of the work of the Study Groups. The Director shall serve as Chairman of this meeting. The meeting shall also consider the status of work in the Study Groups regarding agendas for the next two WRCs and make recommendations regarding the WRC work programmes to the first meeting of the CPM.

In addition, the Director may, after consultation with the Chairmen and Vice-Chairmen of the Study Groups, call meetings of Chairmen and Vice-Chairmen at other times to discuss subjects which require urgent consideration.

5.2   *Liaison Rapporteurs*

Coordination between Study Groups may be ensured by the appointment of Study Group Liaison Rapporteurs to participate in the work of the other Study Groups or with Telecommunication Standardization Study Groups.

5.3   *Intersector Coordination Group*

In specific instances, complementary work on certain topics may be conducted by Study Groups in both the Radiocommunication Sector and the Telecommunication Standardization Sector. In such circumstances, it may be agreed between the two Sectors to establish an Intersector Coordination Group (ICG). For details on this process see Resolution ITU-R 6.

5.4   *Other international organizations*

When cooperation and coordination with other international organizations is necessary, the interface shall be provided by the Director. Liaison on specific technical matters, following consultation with the Director, may be carried out by Working Parties or Task Groups, or by a representative appointed by a Study Group.

PART II

Documentation

6.   **Radiocommunication Assembly and Radiocommunication Study Group texts**

6.1   *Definitions*

The Radiocommunication Assembly and Radiocommunication Study Group texts are defined as follows:

6.1.1   *Question*

A statement of a technical, operational or procedural problem, generally seeking a Recommendation (see Resolution ITU-R 5).

6.1.2   *ITU-R Recommendation*

An answer to a Question which, within the scope of existing knowledge and studies, gives specifications, data or guidance; the preferred way of undertaking a specified task; or a preferred prevision procedure for a specified application and which is considered to be sufficient to serve as a basis for international cooperation.

6.1.3   *Resolution*

A text giving instructions on the organization, methods or programmes of Radiocommunication Assembly or Radiocommunication Study Group work.

6.1.4   *Opinion*

A text containing a proposal or a request destined for another organization (such as Sectors of the ITU, international organizations, etc.) and not necessarily relating to a technical subject.

6.1.5   *Decision*

A text giving instructions on the organization of the work of a Study Group.

6.1.6   *Report*

A technical, operational or procedural statement, prepared by a Study Group on a given subject related to a current Question or by a CPM.

6.1.7   *Handbook*

A document which provides a statement of the current knowledge, the present position of studies, or of good operating or technical practice, in certain aspects of radiocommunications, which should be addressed to a radio engineer, system planner or operating official who plans, designs or uses radio services or systems, paying particular

attention to the requirements of developing countries. It should be self-contained, require no familiarity with other ITU Radiocommunication texts or procedures, but should not duplicate the scope and content of publications readily available outside the ITU.

6.2 *Presentation*

6.2.1 The text should be as brief as possible and should relate directly to the Question being studied.

6.2.2 Each text should include a reference to related texts and, where appropriate, to pertinent items of the Radio Regulations.

6.2.3 Radiocommunication Assembly texts shall be presented showing their number, their title and an indication of the year of their approval, and where appropriate, of any revisions.

6.3 *Numbering (see Note 1)*

Radiocommunication Assembly texts shall be numbered as follows:

6.3.1 Recommendations approved prior to 1 March 1993 shall retain their previous number but be called Recommendations ITU-R and given:

- a prefix before the number indicating the Series,

- a note indicating that it was previously a CCIR Recommendation.

The indication of Series will be according to a list prepared by the Director. When revised, a Recommendation ITU-R shall retain its number with the addition of a hyphen and digit indicating the number of successive revisions.

Examples: Recommendation ITU-R SM.182*

Recommendation ITU-R SM.182-1*

Recommendation ITU-R SM.182-2*

* either:

- "previously CCIR Recommendation 182 (or 182-1)" (If unchanged)

or

- "new version of CCIR Recommendation 182" if revision made after 1 March 1993.

6.3.2 New Recommendations approved after 1 March 1993 will be numbered in a new series starting from 1001 and be treated as above except that no note is required.

Examples: Recommendation ITU-R SF.1001

Recommendation ITU-R SF.1001-1

Recommendation ITU-R SF.1001-2

6.3.3 Reports shall be numbered in the same way as Recommendations, but starting at 2001.

6.3.4 Questions shall be numbered in a separate series for each Study Group. Maintained Questions shall retain their existing number which will be prefixed by "ITU-R" and be given a note indicating that it was previously a CCIR Question.

6.3.5 New Questions approved after 1 March 1993 will be numbered in a new series for each Study Group starting from 201 which will have the prefix "ITU-R".

Examples: Question ITU-R 23-1/4* (Maintained)

Question ITU-R 201/4 (New)

*   "Previously CCIR Question 23/4".

6.3.6 Opinions, Resolutions and Decisions shall be numbered in a separate series. When revised, they shall retain their number, with the addition of a hyphen and a digit indicating the number of successive revisions as in the case of a Recommendation.

Note 1 - The Radiocommunication Advisory Group is invited to give further attention to this matter.

6.4 ***Publications***

6.4.1 The conclusions of the Radiocommunication Assembly and all the texts approved by the Radiocommunication Assembly shall be published, if possible, within six months, and in any case within one year from the close of the Radiocommunication Assembly; at every four years, all Recommendations in force after the Assembly shall be published.

6.4.2 Publications of the Radiocommunication Assembly and Study Groups published every four years shall include:

- a plan of the volumes containing the texts of the Radiocommunication Assembly,
- the distribution of the texts within the volumes of the Radiocommunication Assembly,
- a detailed table of contents and an index,
- terms of reference and introduction by the Chairman of Study Groups concerned, if appropriate,
- the texts of approved Questions, Recommendations, Resolutions, Opinions, Decisions and Reports.

6.4.3 Recommendations and other texts approved at Assemblies and between Assemblies shall be published as soon as possible (see also § 6.4.1).

6.4.4 A separate volume of texts should be published in economical format, if possible, within three months, and in any case within six months from the close of each Radiocommunication Assembly, which should include:

- the Resolutions and Opinions: these texts should appear at the beginning of the volume,
- the List of Study Groups, Advisory Groups and any other Groups set up or maintained by the Assembly with their titles and terms of reference,
- an overview of the activities of each Study Group including a work plan for the next period, names of Chairmen and Vice-Chairmen,
- a list, with titles of all Radiocommunication Study Group texts, in force at the close of the Assembly.

6.4.5 Handbooks should in general be published in bound format and up-dated by the issue of supplements. If necessary, they can include diskettes containing software or data for programs described in the text (see also Resolution ITU-R 13).

They should also include:

- a foreword or introduction,
- table of contents,
- general index of technical terms,
- list of abbreviations.

6.4.6 Publication of the texts of the Radiocommunication Assembly should involve the use of both printed and electronic formats.

The texts of approved Questions, Recommendations, Resolutions and Opinions should be included in the ITU data bases and be available for access by outside terminals.

Handbooks and specialized graphical texts would normally be published only in printed format.

7. Preparatory documentation

7.1 ***Radiocommunication Assemblies***

Preparatory documentation shall include:

- draft texts, prepared by Study Groups, for approval;
- a report from the Chairman of each Study Group and CPM, reviewing the activities of the Group since the preceding Radiocommunication Assembly, including from each Study Group Chairman a list of Questions for which no input documentation has been received for the period mentioned in § 1.10. Should a Chairman believe that a certain Question should continue an explanation must be given;
- a report by the Director which should include proposals for the future work programme;

- a list of Recommendations adopted since the previous Radiocommunication Assembly;

- contributions submitted from administrations and other participants addressed to the Radiocommunication Assembly.

7.2   *Radiocommunication Study Groups*

Preparatory documentation shall include:

- any directives issued by the Radiocommunication Assembly with respect to the Study Group, including this Resolution;

- draft Recommendations and other texts prepared by Task Groups or Working Parties;

- proposals for approval of draft Recommendations between Radiocommunication Assemblies (see § 10);

- progress reports from each Task Group, Working Party and Rapporteur;

- the contributions to be considered at the meeting, which may include documentation prepared by the Bureau on the basis of current literature, with a view to updating existing texts;

- the Chairman's report, summarizing the conclusions of any work carried out by correspondence and preparing the work to be accomplished at the meeting;

- the conclusions of the preceding meeting, in so far as they have not been included in the official texts referred to above;

- an outline agenda indicating: draft Recommendations to be considered, Questions to be considered, reports from Task Groups and Working Parties to be received, and Reports to be approved (see § 2.16).

8.   Contributions to Radiocommunication Study Group studies

8.1   The Director, following consultation with the Study Group Chairmen shall issue guidelines concerning the length and form of preparation for contributions, and dealing with numbering, figures, formulae, etc.

8.2   The Director shall also issue guidelines encouraging contributions provided on diskette or electronically.

8.3   The Director may return a document which does not comply with the guidelines, for it to be brought into line.

8.4   Each contribution should clearly indicate the Question, the Task Group, Working Party or, when of a general nature, the Study Group.

8.5   Contributions should be sent to the Chairman and Vice-Chairmen of the Study Group concerned, the Chairman of the Task Group or Working Party and any relevant Rapporteur and at the same time, in five copies, to the Director for numbering, translation, reproduction and distribution.

8.6   Contributions submitted by participants at least four months before the opening of the meeting at which they will be considered shall be distributed by the Director not later than one month before the opening of the meeting at which they are to be examined.

8.7   Contributions for consideration by correspondence submitted well before the date of the meeting should be distributed promptly by the Director.

8.8   Reports from the Chairmen of Study Groups, Working Parties and Task Groups may be submitted up to two months before the opening date of the meeting and shall be distributed by the Director.

8.9   Exceptionally, participants may submit in one or more of the working languages, contributions which they consider essential, and which cannot be submitted by the above-mentioned time-limit up to seven days before the opening date of the meeting at which they are to be examined. Recognizing that the Director cannot make a firm commitment regarding translation, those which can be published in at least the original working language(s) provided by administrations and distributed by the Radiocommunication Bureau before the meeting will be placed on the agenda of the first session of the meeting, but will be considered only if the meeting concerned so decides.

8.10   Contributions which are not available to participants at the opening of the meeting shall not be considered.

8.11   The Director shall maintain records and copies of all contributions received, in numbered series.

8.12   Contributions and other documents shall be distributed to those participants in the work of Radiocommunication Study Groups who have indicated a wish to participate in the Study Group, CPM, Working Party, JWP or Task Group concerned.

8.13   When articles are referred to in documents submitted to the Radiocommunication Bureau, such references or bibliography should be to published works which are readily available through library services.

8.14   The Director shall prepare a Study Group document which lists the contributions which were taken into account in the preparation of each Recommendation, Report and Handbook.

9.   Information Bulletin

9.1   The Director shall issue, at regular intervals, an information bulletin which will include:

-       a schedule of meetings for at least the next six months;

-       an outline agenda of forthcoming meetings;

-       brief reports of recent meetings;

-       other information which will assist participants.

PART III

10.   Approval of Recommendations

10.1   General provisions

10.1.1   Due to rapid and continuing changes in telecommunication technologies and consequent changes in radiocommunication services and their operational and technical functions, it is desirable to employ procedures for expeditious approval of radiocommunication Recommendations. To this end, approval of new or revised Recommendations may be sought by consultation of the Members as soon as the relevant Study Group has adopted the text. Procedures for such approval and consultation are given in the following sections. Approval may also be sought at a Radiocommunication Assembly.

10.1.2   As soon as draft new and revised Recommendations have been developed to a mature state, Study Groups should decide to seek their approval using the process described below. Although not explicitly mentioned below, this procedure may also be used for the deletion of existing Recommendations.

10.2   Prerequisites

10.2.1   Upon request of the Study Group Chairman, the Director shall explicitly indicate the intention to seek approval of new or revised Recommendations under this procedure when announcing the convening of the relevant Study Group meeting. The announcement shall include the specific intent of the proposal in summarized form. Reference shall be provided to the report or other documents where the text of the draft of the new or revised Recommendation may be found.

This information shall also be distributed to all Members.

The invitation to the meeting as well as the advice on the intended use of this approval procedure should be sent by the Director so that it shall be received, so far as practicable, at least three months before the meeting.

10.2.2   Approval may only be sought for a draft new Recommendation within the Study Group's mandate as defined by the Questions allocated to it in accordance with Nos. 129 and 149 of the Convention (Geneva, 1992). Alternatively, or additionally, approval may be sought for amendment of an existing Recommendation within the Study Group's mandate, unless the text of that Recommendation specifically excludes application of this procedure.

10.2.3   Where a draft Recommendation (or revision) falls, exceptionally, within the mandate of more than one Study Group, the Chairman of the Study Group proposing the approval should consult and take into account the views of any other Study Group Chairmen concerned before proceeding with the application of this approval procedure.

10.2.4   In the interests of stability, revision of a Recommendation should not normally be put for this procedure again within two years, unless the proposed revision complements rather than changes the agreement reached in the previous version.

10.2.5   Any Members considering themselves to be adversely affected by a Recommendation approved in the course of a study period may refer their case to the Director of the Radiocommunication Bureau (BR), who shall submit it to the relevant Study Group for prompt attention.

10.2.6   The Director of the BR shall inform the next Assembly of all cases notified in conformity with § 10.2.5 above.

10.3   ***Requirements at the Study Group Meeting***

10.3.1   After debate at the Study Group's meeting the decision of the delegations to apply this approval procedure must be unopposed (however, see § 10.3.3).

10.3.2   This decision must be reached during the meeting on the basis of a text available in its final form to all participants at the meeting. Exceptionally, but only during the meeting, delegations may request more time to consider their positions. Unless the Director is advised of formal opposition from any of these delegations within a period of one month after the last day of the meeting, he shall proceed in accordance with § 10.4.1.

10.3.3   A delegation may advise at the meeting that it is abstaining from the decision to apply the procedure. This delegation's presence shall then be ignored for the purposes of § 10.3.1 above. Such an abstention may subsequently be revoked, but only during the course of the meeting.

10.3.4   Based on the specific intent of proposal in summarized form as referred in § 10.2.1, the Study Group should approve a document stating the summaries of the proposed new Recommendations and the summaries of modifications for the proposed revised Recommendations. This document should be included in the request for consultation dispatched by the Director in accordance with § 10.4.1.

10.4   ***Consultation***

10.4.1   Within one month of a Study Group's final decision to seek approval, the Director shall request Members to indicate within three months whether they approve or do not approve the proposal. This request shall be accompanied by reference to the complete final text, in the working languages, of the proposed new or revised Recommendation.

10.4.2   The Director shall also advise other organizations participating in the work of the relevant Study Group under the provisions of Article 19 of the Convention (Geneva, 1992), that Members are being asked to respond to a consultation on a proposed new or revised Recommendation, but only Members are entitled to respond.

10.4.3   If 70% or more of the replies from Members indicate approval, the proposal shall be accepted. If the proposal is not accepted, it shall be referred back to the Study Group. Subject to further consideration in the Study Group, the proposal may be submitted again for approval, either using procedures set out in this Part (including the prerequisites in § 10.2 above) or through the Radiocommunication Assembly.

10.4.4   Those Members who indicate that they do not accept approval are encouraged to advise their reasons and to indicate possible changes in order to facilitate further consideration by the Study Group.

10.5   ***Notification***

10.5.1   The Director shall promptly notify the results of the consultation by circular-letter. The Director shall arrange that this information is also included in the next available ITU Notification.

10.5.2   Should minor, purely editorial amendments or correction of evident oversights or inconsistencies in the text as presented for approval be necessary, the Director may correct these with the approval of the Chairman of the relevant Study Group.

10.5.3   Any comments received along with responses to the consultation shall be collected by the Director and submitted to the Study Group for consideration.

10.5.4   The ITU shall publish the approved new or revised Recommendations in the working languages as soon as practicable, indicating as necessary, a date of entry into effect.

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