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29TH WORLD RADIOCOMMUNICATION SEMINAR
30 November - 11 December 2020

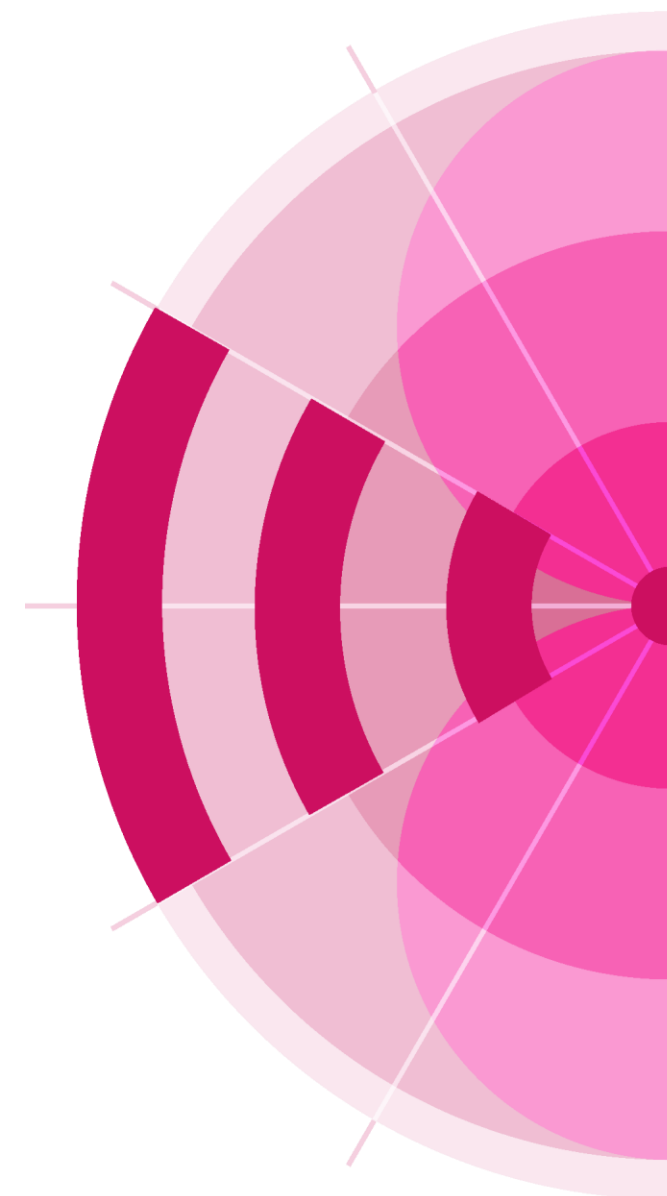
Receivability of space notices

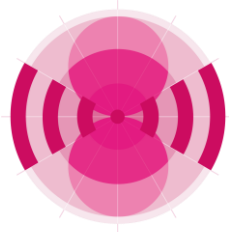
Chuen Chern Loo

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Space Service Department, Radiocommunication Bureau
International Telecommunication Union
Email: chuen-chern.loo@itu.int

www.itu.int/go/wrs-20

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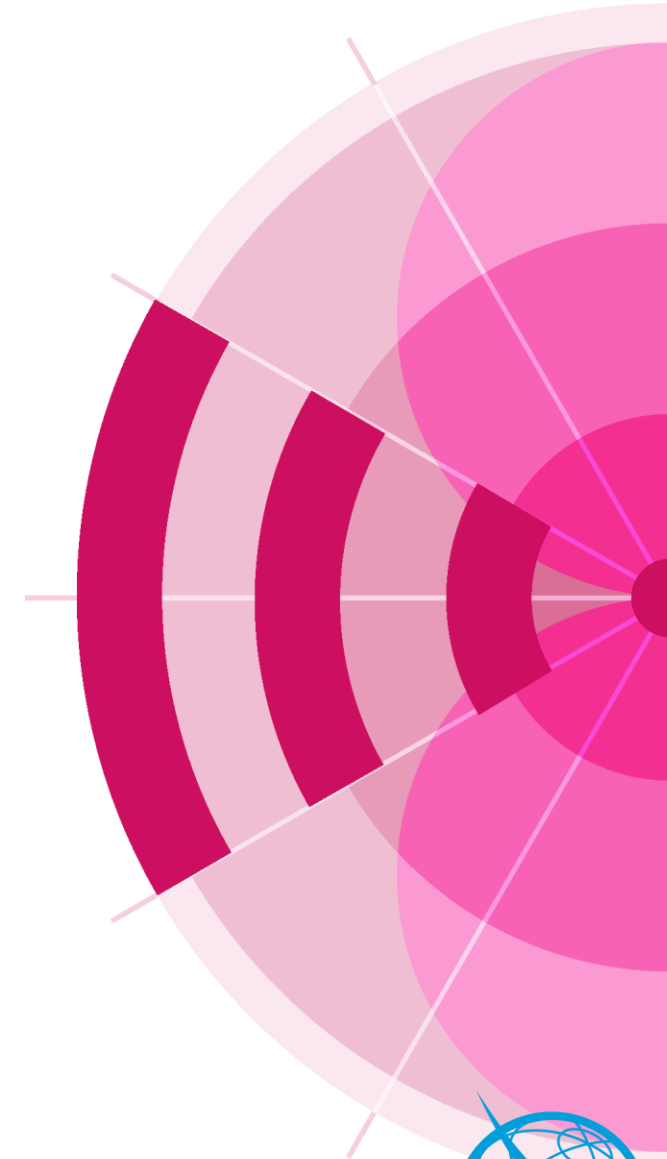
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29TH WORLD RADIOCOMMUNICATION SEMINAR

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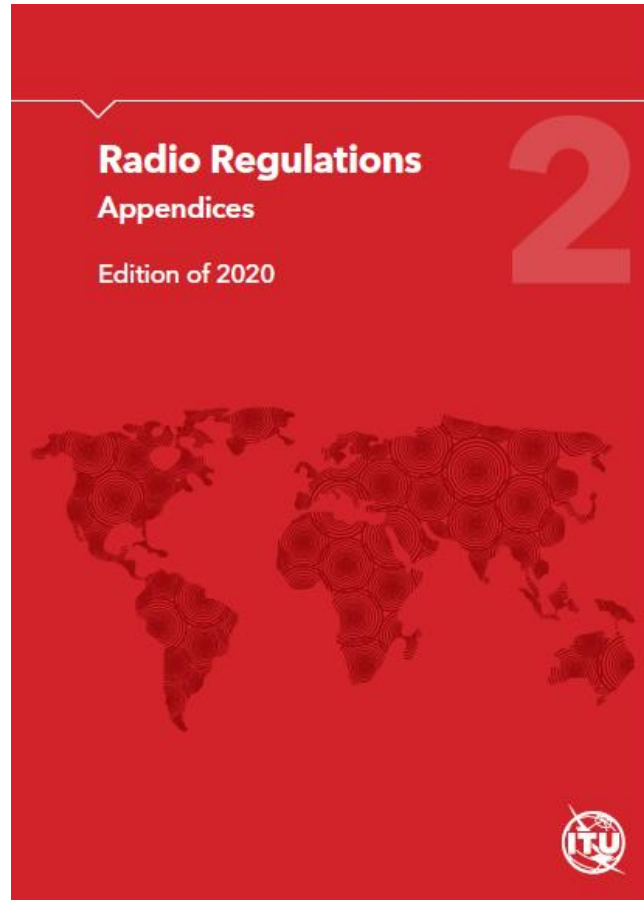
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Receivability – overall concept

- Various provisions in the Radio Regulations (Articles 9, 11, Resolution 49 (WRC-19) etc.) require complete information to be submitted to the Bureau before any further regulatory actions can be taken
- If the information is found to be incomplete, Bureau shall seek from the administration concerned any clarification required and information not provided
- Information required is spelt out in Appendix 4 for all the satellite notices, and in the respective resolutions
- Resolution 55 (WRC-19) specifies the format of the submission
- Rules of Procedure on Receivability further elaborate on details on what is receivable, what are BR actions in the event on non-receivable submissions, how to submit, the format for the submission etc.

Appendix 4 of the Radio Regulations



- **ANNEX-2 - Characteristics of satellite networks, earth stations or radio astronomy stations**
 - TABLE A – GENERAL CHARACTERISTICS OF THE SATELLITE NETWORK, EARTH STATION OR RADIO ASTRONOMY STATION
 - *TABLE B – CHARACTERISTICS TO BE PROVIDED FOR EACH SATELLITE ANTENNA BEAM OR EACH EARTH STATION OR RADIO ASTRONOMY ANTENNA*
 - *TABLE C – CHARACTERISTICS TO BE PROVIDED FOR EACH GROUP OF FREQUENCY ASSIGNMENTS FOR A SATELLITE ANTENNA BEAM OR AN EARTH STATION OR RADIO ASTRONOMY ANTENNA*
 - *TABLE D - OVERALL LINK CHARACTERISTICS*

<https://www.itu.int/pub/R-REG-RR>

Appendix 4 revised by WRC-19 entered in force on 23.11.2019

Appendix 4 of the Radio Regulations – Annex 2

Table of characteristics to be submitted for space and radio astronomy services
(Rev.WRC-12)

TABLE A
GENERAL CHARACTERISTICS OF THE SATELLITE NETWORK OR SYSTEM,
EARTH STATION OR RADIO ASTRONOMY STATION (Rev.WRC-19)

Items in Appendix	A - GENERAL CHARACTERISTICS OF THE SATELLITE NETWORK OR SYSTEM, EARTH STATION OR RADIO ASTRONOMY STATION											Items in Appendix	Radio astronomy	
		Advance publication of a geostationary-satellite network	Advance publication of a non-geostationary-satellite network or system subject to coordination under Section II of Article 9	Advance publication of a non-geostationary-satellite network or system not subject to coordination under Section II of Article 9	Notification or coordination of a space operation function under Article 2A of Appendix 30 or 30A	Notification or coordination of a non-geostationary-satellite network or system	Notification or coordination of an earth station (including notification under Appendices 30A or 30B)	Notice for a satellite network in the broadcasting-satellite service under Appendix 30 (Articles 4 and 5)	Notice for a satellite network (feeder-link) under Appendix 30A (Articles 4 and 5)	Notice for a satellite network in the fixed-satellite service under Appendix 30B (Articles 6 and 8)				
A.1	IDENTITY OF THE SATELLITE NETWORK OR SYSTEM, EARTH STATION OR RADIOASTRONOMY STATION												A.1	
A.1.a	the identity of the satellite network or system	X	X	X	X	X			X	X	X	A.1.a		
A.1.b	the beam identification In the case of Appendix 30 or 30A, required only for modification, suppression or notification of Plan assignments In the case of Appendix 30B, required only for a network derived from the Allotment Plan									+	+	+	A.1.b	
A.1.e	Identity of the earth station or radio astronomy station:												A.1.e	
A.1.e.1	the type of earth station (specific or typical)							X					A.1.e.1	
A.1.e.2	the name of the station							X					A.1.e.2	X
A.1.e.3	For a specific earth station or radio astronomy station:												A.1.e.3	
A.1.e.3.a	the country or geographical area in which the station is located, using the symbols from the Preface							X					A.1.e.3.a	X
A.1.e.3.b	the geographical coordinates of each transmitting or receiving antenna site constituting the station (latitude and longitude in degrees and minutes) For a specific earth station, seconds are to be provided if the coordination area of the earth station overlaps the territory of another administration							X					A.1.e.3.b	X
A.1.f	Administration and intergovernmental organization symbol:												A.1.f	
A.1.f.1	the symbol of the notifying administration (see the Preface)	X	X	X	X	X	X	X	X	X	X	X	A.1.f.1	X
A.1.f.2	if the notice is submitted by the notifying administration in association with other administrations, the symbols of each of the administrations (see the Preface)	+	+	+	+	+	+	+	+	+	+	+	A.1.f.2	
A.1.f.3	if the notice is submitted on behalf of an intergovernmental satellite organization, the symbol of that organization (see the Preface)	+	+	+	+	+	+	+	+	+	+	+	A.1.f.3	
A.1.g	indicator showing that the non-GSO satellite system is planned to be operated in accordance with Resolution 32 (WRC-19) Required for advance publication and notification			X			+						A.1.g	
A.1.g.1	Not used												A.1.g.1	
A.1.g.2	Not used												A.1.g.2	

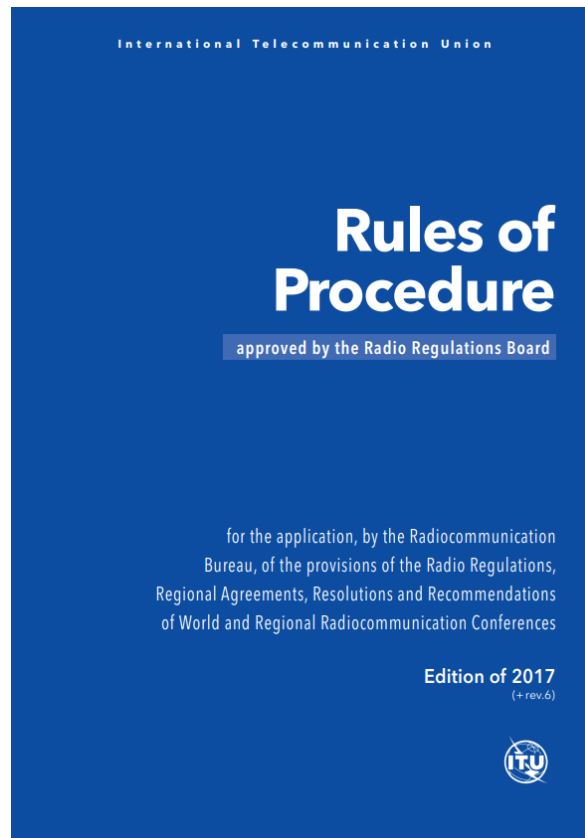
X - Mandatory information
+ - Mandatory under the conditions specified in Column 2

O - Optional information

C - Mandatory if used as a basis to effect coordination with another administration

Advance publication of a geostationary-satellite network	Advance publication of a non-geostationary-satellite network or system subject to coordination under Section II of Article 9	Advance publication of a non-geostationary-satellite network or system not subject to coordination under Section II of Article 9	Notification or coordination of a geostationary-satellite network (including space operation functions under Article 2A of Appendices 30 or 30A)	Notification or coordination of a non-geostationary-satellite network or system	Notification or coordination of an earth station (including notification under Appendices 30A or 30B)	Notice for a satellite network in the broadcasting-satellite service under Appendix 30 (Articles 4 and 5)	Notice for a satellite network (feeder-link) under Appendix 30A (Articles 4 and 5)	Notice for a satellite network in the fixed-satellite service under Appendix 30B (Articles 6 and 8)	Items in Appendix	Radio astronomy
									A.1	
X	X	X	X	X		X	X	X	A.1.a	
						+	+	+	A.1.b	
									A.1.e	
					X				A.1.e.1	
					X				A.1.e.2	X
									A.1.e.3	

Rules of Procedure (ROP) on Receivability: Submission of information in electronic format



- All notices for satellite networks shall be submitted to the Bureau in electronic format which is compatible with the BR electronic notice form capture software (SpaceCap and GIMS), using the ITU web interface “e-Submission of satellite network filings” available at <https://www.itu.int/itu-r/go/space-submission>.
- Notices submitted using “e-Submission of satellite network filings” for space services shall be recorded as received on the actual date of receipt, irrespective of whether or not that is a working day at the ITU/BR’s offices in Geneva.
- Notices submitted using “e-Submission of satellite network filings” for space services do not require any separate confirmation by telefax or mail.
- Receipt of notices related to space services shall be acknowledged immediately

<https://www.itu.int/pub/R-REG-ROP-2017>



e-Submission of Satellite Network Filings

<https://www.itu.int/itu-r/go/space-submission>



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Contains text

Submission of Satellite network filings captured in electronic format (mdb) and all relevant attachments. Please click on the icon corresponding to your submission.

API and Coordination

API

CR/C

Notification

Space Station

Earth Station

RA Stations

Resubmission

Due Diligence

Res49/552

Spacecom Comments

SpaceCom Comments

Other non-standard filing

Others

Broadcasting Satellite Service (AP30/30A)

AP30/30A Part A

AP30/30A Part B

AP30/30A Res49

AP30/30A Notification

Space Operation Functions supporting BSS (AP30/30A)

AP30/30A Article 2A

Article 2A Notification

Fixed Satellite Service (AP30B)

AP30B A6A

AP30B A6B

AP30B Res49

AP30B Notification

Rules of Procedure on Receivability: Correspondence related to submission of notices

- Mail received through the postal service shall be recorded as received on the first working day on which it is delivered to the ITU/BR's offices in Geneva.
- Where the mail is subject to a regulatory time limit that occurs on a date on which the ITU is closed, the mail should be accepted if it has been recorded as received on the first working day following the period of closure.
- E-mail and telefax documents shall be recorded as received on the actual date of receipt, irrespective of whether or not that is a working day at the ITU/BR's offices in Geneva.
- All mail must be sent to the following address:
Radiocommunication Bureau
International Telecommunication Union
Place des Nations
CH-1211 Geneva 20
Switzerland
- All telefaxes must be sent to: +41 22 730 57 85 (several lines)
- All e-mails must be sent to: brmail@itu.int
- Information received in the ITU/BR by e-mail shall be acknowledged immediately by e-mail by the ITU/BR.

Rules of Procedure on Receivability: Establishment of a formal date of receipt

- Complete notices are **examined by date order** of their receipt
- Bureau cannot act upon a notice having a technical bearing on an earlier notice until the earlier notice has been dealt with.
- When more than one submission is received on the same date, all those submissions shall be mutually taken into account.
- The Bureau shall **examine the completeness and correctness** of the information submitted by administrations.
- Where a notice **does not contain all of the mandatory information** as defined in Annex 2 of Appendix 4 or appropriate reason for any omissions, the notice is regarded as **incomplete**.
- The Bureau shall immediately inform the administration and seek the information not provided.
- Further processing of the notice by the Bureau will remain in abeyance and **a formal date of receipt will not be established until the missing information is received**.
- **The formal date of receipt will be the date of receipt of the missing information.**

Rules of Procedure on Receivability: Further clarifications

- If the Bureau finds that **further clarification** is required concerning the correctness of the mandatory data submitted, it shall request the administration responsible for the station or network to provide the clarification within **30 days**, otherwise it shall establish the formal date of receipt.
- If the information or clarification is **provided within 30 days**,
 - Is the information submitted within the scope of the objective of the Bureau's enquiry?
 - If yes, the date of receipt will be retained.
 - If the information is outside the scope and beyond the objective of the Bureau's enquiry, a new formal date of receipt is established
- If the information or clarification is **not provided within 30 days**,
 - the submission shall be considered incomplete and the Bureau will establish no formal date of receipt.
 - A new formal date of receipt will be established when the complete information is received.

Rules of Procedure on Receivability: Application of multiple procedures – Space Station

- A notification under Article 11 is not receivable and shall be returned to the notifying administration if
 - For a satellite network subject to coordination, the coordination request, was not received for the satellite network
 - For a satellite network not subject to coordination, the advance publication information, was not received for the satellite network



Rules of Procedure on Receivability: Application of multiple procedures – Earth Station

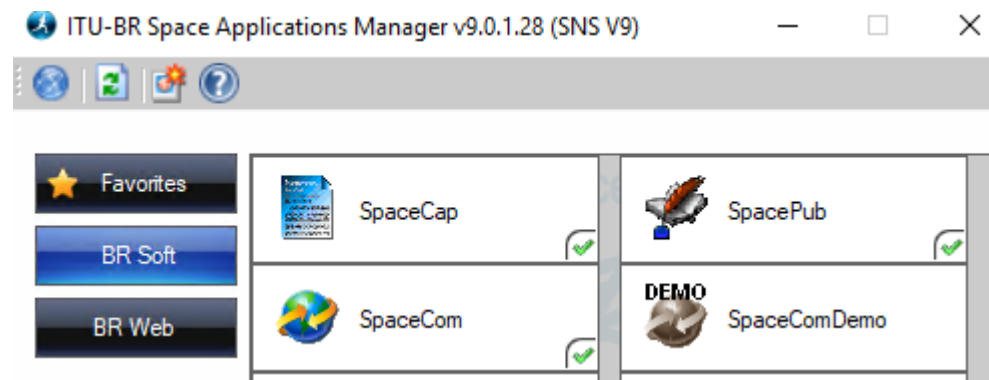
- A notification of frequency assignments of an earth station under Article 11 is **not receivable if the advance publication information or coordination request, as appropriate, was not received for the associated space station.**
- If the frequency assignments notified under Article 11 for the associated space station are not received nor recorded in the MIFR within the regulatory time-limit, the frequency assignments notified for the earth station shall be suppressed from the MIFR.



Availability of capture and validation software

- BR provides free copies of the software for capture and validation on the BRIFIC DVD as well as on the website: <https://www.itu.int/ITU-R/go/space-software/en>
- The latest version of the validation software (BRSIS Validation) available to administrations is used by the Bureau when assessing the completeness of Appendix 4 Forms of Notice.
- Administrations are encouraged to run the validation software themselves in order to overcome any difficulties in the notices before they are submitted to the Bureau.
- Note: when the notice is submitted to Bureau in the e-Submissions for satellite network filings, the latest version of the BR SIS Validation software will be executed on the notice.
- If any fatal error is found, user will have to enter the reason why they think they would submit despite the fatal error

**BRSOft 9.0 available
since BRIFIC
2926/04.08.2020
(see CR/464)**



Database Format of electronic notice

- All notices must be submitted in electronic format, using the SNS v9 database structure
 - Definition of database format can be found in Section III Chapter 1 of Preface
 - To verify conformity of the structure of the database, run BR SIS Validation
 - For a chart on the SRS database structure, please refer to the file SRSDiagramV9.pdf available at... \BRIFICXXX_S\Databases\SRS_Data
 - Administrations are strongly encouraged to use SpaceCap to capture a notice, and to avoid changing data directly in the mdb file using Microsoft Access.
- Graphical information should be provided in GIMS mdb format
 - GXT format is no longer accepted, kindly import all GXT diagrams for a network into a single mdb file before submitting to the Bureau
 - Run BRSIS Validation with cross validation option selected to check the SNS mdb file against the GIMs mdb file to ensure that mandatory graphical information are provided consistent with the notice database

Cover letters relating to a submission

- Confirmation fax/letter from the administration is not required for notices submitted through e-Submissions
- However, it can still be useful to provide a cover letter to address issues such as
 - Specific addresses for cost recovery invoices
 - Request for a new operating agency
 - For modification, what is being modified?
 - Any other important information
- Such cover letter can be submitted as other document with the notice in e-Submission, or sent separately by e-Communications/email/fax



Home

Inbox

Draft

Sent

Users

Registered Administrations

Help

- e-Communications is an online communication platform to allow Administrations and the Bureau to send and receive administrative correspondences related to space services.
- This online application covers all types of administrative correspondences related to space services between Administrations and the Bureau as well as between Administrations without using emails and telefaxes.
- This tool was developed by the Bureau under Resolution **907** (Rev. WRC-15) and is available at:
<https://www.itu.int/ITU-R/space/e-communications>
- e-Communications is now one of the official platform for formal communications between Bureau and administrations concerning space issues
- All outgoing correspondences from the Bureau to the administrations are automatically made available in the mailbox of the administration in e-Communications
- Administrations are encouraged to use e-Communications to send formal correspondence to the Bureau relating to space issues, they will be treated by the Bureau in the same way as emails received by BRMAIL@ITU.INT and fax received at the official fax number

Suspension of the fax service for official correspondence (CR/462 dated 1 July 2020)

- Due to the limitations caused by the COVID-19 outbreak, many telecommunication administrations are working remotely. This makes it difficult to send correspondence by fax, which requires a physical access to fax machines that are normally located in offices.
- Official correspondence by fax between the Bureau and administrations of the ITU Member States was suspended, *de-facto*, as from 17 March 2020 and fully switched to the e-mail service and other types of e-communications.
- In the current situation, surface mail will not be sent in case e-mails and e-communications do not function.
- **Administrations are reminded to keep their official email addresses up to date with the Bureau.**

Administrations are strongly encouraged to register a manager user account with e-Communications, so no communications from the Bureau will be missed!

Contact addresses of notifying administrations (Space services)

https://www.itu.int/online/mm/scripts/org_br_admin.list

Contact addresses of notifying administrations (Space services)

From the list of all symbols and designations for Administrations, the contact addresses for **service matters** can be retrieved by clicking on the relevant symbol.

Symbol	Designation
AFG	Afghanistan
AFS	South Africa
AGL	Angola
ALB(S)	Albania
ALG(S)	Algeria
AND	Andorra
ARG	Argentina
ARM	Armenia
ARS	Saudi Arabia
ARS/ARB	Saudi Arabia
ATG	Antigua and Barbuda
AUS(S)	Australia
AUT	Austria
AZE	Azerbaijan


Reminder to all administrations:

- Make sure that an official email address has been communicated to the Bureau
- to inform the Bureau whenever there is any update to the contact information



As-received – Resolution 55 (Rev. WRC-19)

All notices are published “*as received*”, **within 30 days of receipt and made freely available on ITU website**: <https://www.itu.int/ITU-R/space/asreceived/Publication/AsReceived>



e-Submission of Satellite Network Filings

Home Submissions **As-Received** Users Log Email template

Published Comments

Information "As Received"

Contains text Select administration... Advance publication info... x Orbit type filter...

Export


1 2 3

NTC ID	Adm.	Network Org.	Station/Satellite Name	Long. Nom.	▼ BR Registry Date	Type of submission	Reg	Act. Code
120545268	TUR		GRIZU-263A		11.11.2020	Advance publication information		A
120545267	NOR		TYVAK-182A		10.11.2020	Advance publication information		M
120545266	POL		SWIATOWID 2		10.11.2020	Advance publication information		M
120545265	J		HSU-SAT1		10.11.2020	Advance		A



As-received – Resubmission under No.11.46

11.46The Bureau shall appropriately reflect the resubmission on the ITU website within 30 days of receipt. (WRC-19)



e-Submission of Satellite Network Filings

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[Published](#) [Comments](#)

Information "As Received"

NTC ID	Adm.	Network Org.	Station/Satellite Name	Long. Nom.	▼ BR Registry Date	Type of submission	Reg	Act. Code
120500233	G		UKSAT-31	95 W	01.11.2020	Resubmission Notification of Space Station		A
120500232	CHN		DFH-5-02B	173 E	31.10.2020	Resubmission Notification of Space Station		A
120500231	BUL		BULSAT-1.9E	1.9 E	31.10.2020	Resubmission Notification of Space Station		A
120500229	E		HISPASAT-16A	36 W	31.10.2020	Resubmission Notification of Space Station		A
120500228	UAE		EALAK-1		30.10.2020	Resubmission		A

As-received – comments to API/A for publication in API/B

9.3.1The Bureau shall promptly make these comments available “as received” on the ITU website. (WRC-19)



Information "As Received"

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Select administration...

Export

Reference	Adm.	Network Org.	▼ BR Registry Date	Comment type	BR IFIC	IFIC Date
D2020-34610	D		12.11.2020	API/B	2933	10.11.2020
MRC2020-34583	MRC		10.11.2020	API/B	2930	29.09.2020
MRC2020-34580	MRC		10.11.2020	API/B	2929	15.09.2020
THA2020-34562	THA		07.11.2020	API/B	2927	18.08.2020
ARS2020-34532	ARS		05.11.2020	API/B	2929	15.09.2020
ARS2020-34523	ARS		05.11.2020	API/B	2931	13.10.2020
ARS2020-34522	ARS		05.11.2020	API/B	2930	29.09.2020
ARS2020-34520	ARS		05.11.2020	API/B	2928	01.09.2020

Training videos available at the Space Workshop Page:

<https://www.itu.int/en/ITU-R/space/Pages/wrs2020SpaceWorkshopVideo.aspx>

Thank you!

ITU – Radiocommunication Bureau

Questions to BRmail@itu.int or chuen-chern.loo@itu.int

