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Receivability of Space Notices

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2-6 December 2024, Geneva, Switzerland

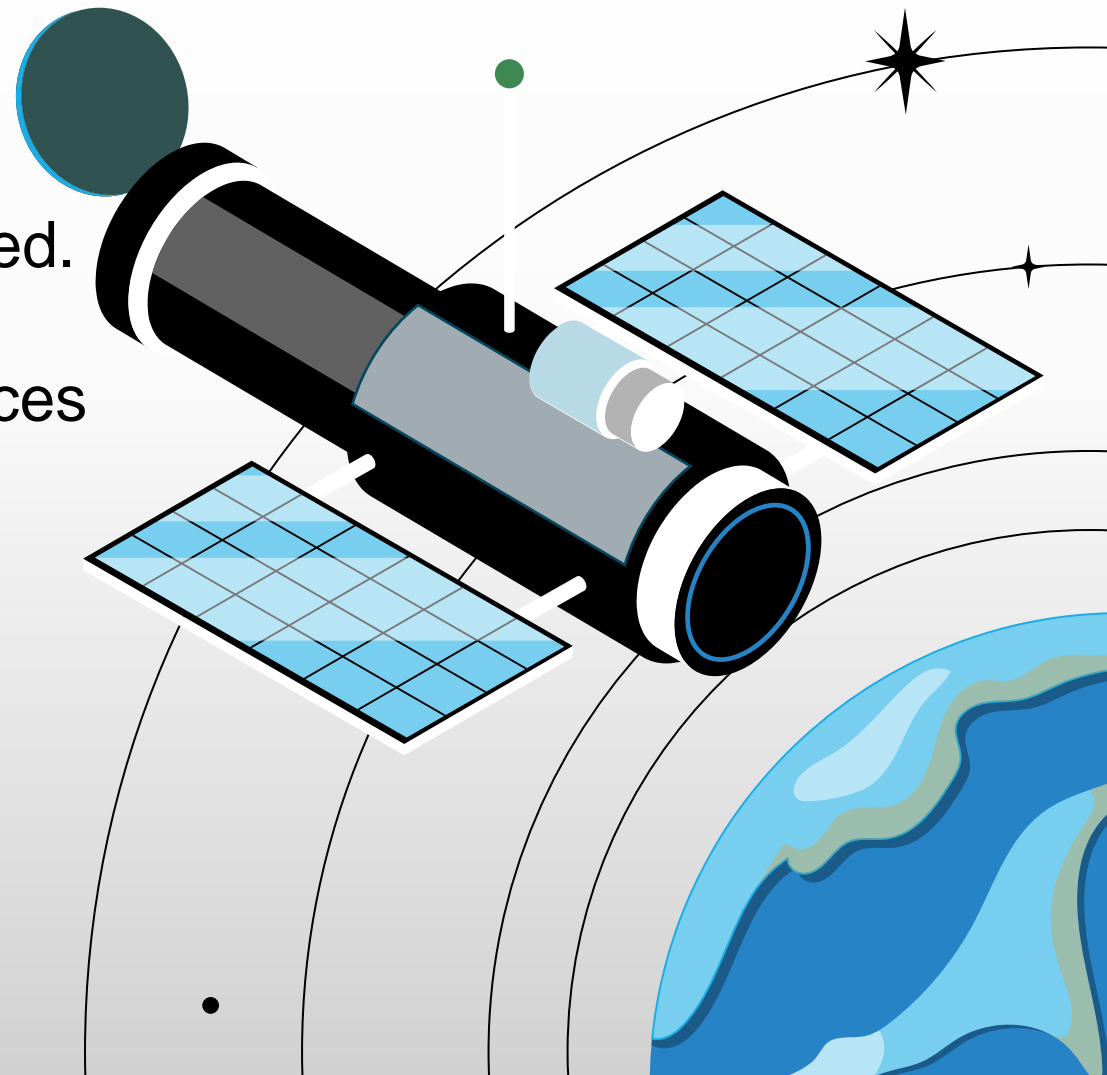


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★ Receivability – overall concept

- Certain **RR** provisions (Articles **9**, **11**, Resolution **49** ...) require complete submissions to the Bureau before regulatory action.
- Bureau requests **missing information** or **clarification** from the administration if needed.
- Submission requirements:
 - outlined in **Appendix 4** for all satellite notices
 - and in respective **Resolutions**.
- **Submission Format**: defined in **Res 55**.
- **Rules of Procedure on Receivability** further elaborate on details on what is receivable, how to submit, BR actions for non-receivable submissions, the format for submissions etc.



Appendix 4 of the RR



- **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

Appendix 4 of the RR – 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)

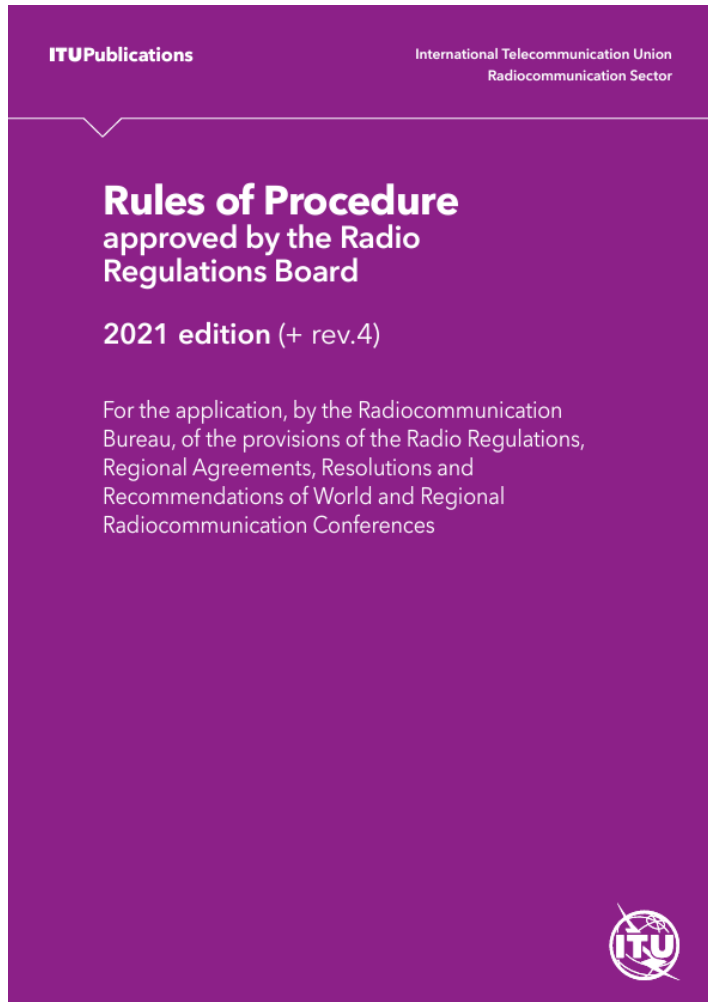
Items in Appendix	A - GENERAL CHARACTERISTICS OF THE SATELLITE NETWORK OR SYSTEM, EARTH STATION OR RADIO ASTRONOMY STATION										Items in Appendix	Radio astronomy
		Advance publication of a geostationary-satellite network	Advance publication of a non-geostationary-satellite network or system subject 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 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)		
A.1	IDENTITY OF THE SATELLITE NETWORK OR SYSTEM, EARTH STATION OR RADIO ASTRONOMY 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	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

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>

See also **RES 55 (WRC-23)**



e-Submission of Satellite Network Filings

<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.
 - do not require any separate confirmation by telefax or mail.
- Receipt of notices related to space services shall be **acknowledged immediately**


The screenshot displays the ITU e-Submission of Satellite Network Filings web interface. At the top, a navigation bar includes links for Home, Submissions, As-Received, Users, and Help. Below this, a secondary bar shows 'New' and 'All Filings'. A search bar with the placeholder 'Contains text' is positioned on the right. The main content area is divided into several sections, each with a title and a grid of icons representing different filing types:

- API and Coordination**: Includes icons for API and CR/C.
- Broadcasting Satellite Service (AP30/30A)**: Includes icons for AP30/30A Part A, AP30/30A Part B, AP30/30A Res49, and AP30/30A Notification.
- Notification**: Includes icons for Space Station, Earth Station, RA Stations, and Resubmission.
- Space Operation Functions supporting BSS (AP30/30A)**: Includes icons for AP30/30A Article 2A and Article 2A Notification.
- Due Diligence**: Includes an icon for Res49/552.
- Fixed Satellite Service (AP30B)**: Includes icons for AP30B A6A, AP30B A6B, AP30B Res49, and AP30B Notification.
- Spacecom Comments**: Includes an icon for SpaceCom Comments.
- Other non-standard filing**: Includes an icon for Others.

At the bottom right, there is an illustration of two laptops with documents flying out of their screens, symbolizing digital submission and acknowledgment.

As-received – Res 55 (Rev. WRC-19)

All notices are published “as received”, *within 30 days of receipt*



e-Submission of Satellite Network Filings

Home	Submissions	As-Received	Users	Log	Email template
Published		Comments			

*freely available
on ITU website:*
<https://www.itu.int/ITU-R/space/asreceived/Publication/AsReceived>

Information "As Received"

Registration Date
From
To

Administration...
Orbit type filter...

Export

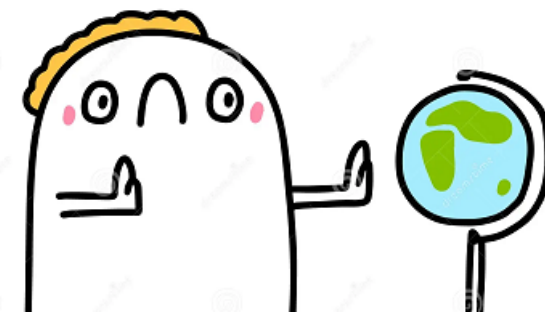
1
2
3

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Reference	NTC ID	Adm.	Network Org.	Station/Satellite Name	Long. Nom.	▼ BR Registry Date	Type of submission	Reg	Act. Code
J2024-70547	124590068	J		JMCS-144X	144 E	27.11.2024	RES49/552		A
CHN2024-70538	124500205	CHN		CHNNEWSAT-G1-171E	171 E	26.11.2024	Notification of Space Station		A
				CHNNEWSAT-G1-171E	171 E	26.11.2024	RES49/552		A
				MCO-BSS-52EB	52 E	25.11.2024	AP30/30A Notification		A
				MCO-BSS-52EB	52 E	25.11.2024	AP30/30A Notification		A

EXAMPLE

Withdrawal
within **15 days**, possible
without cost recovery fee

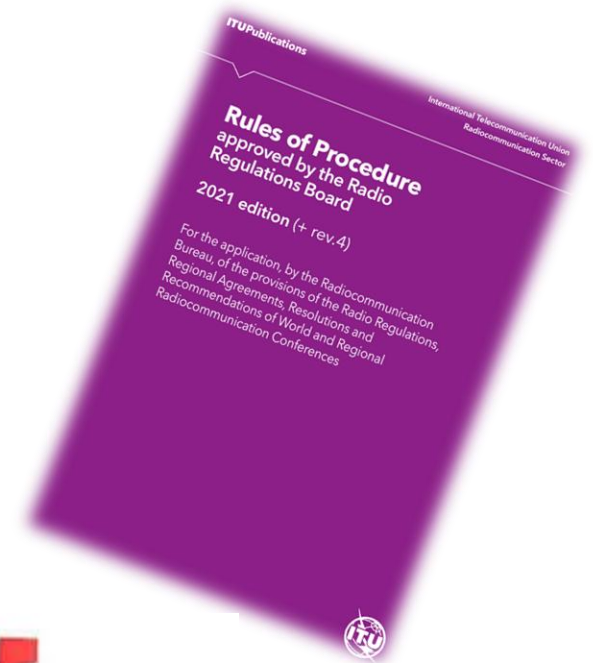


Rules of Procedure (ROP) on Receivability



- Correspondence related to submission of notices

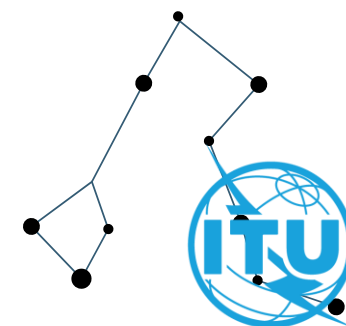
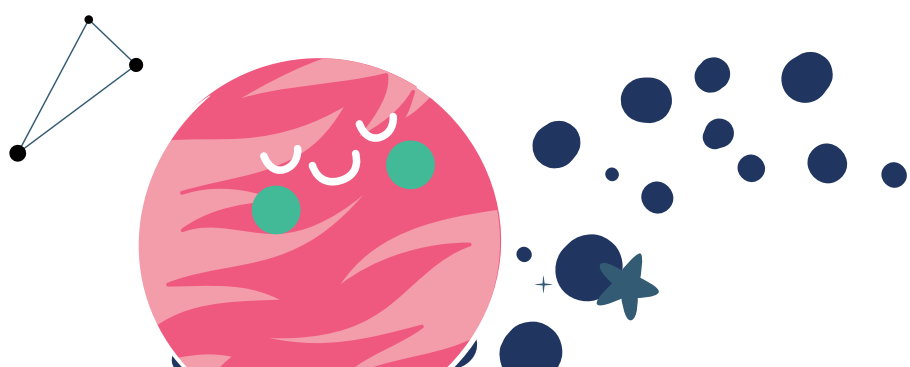
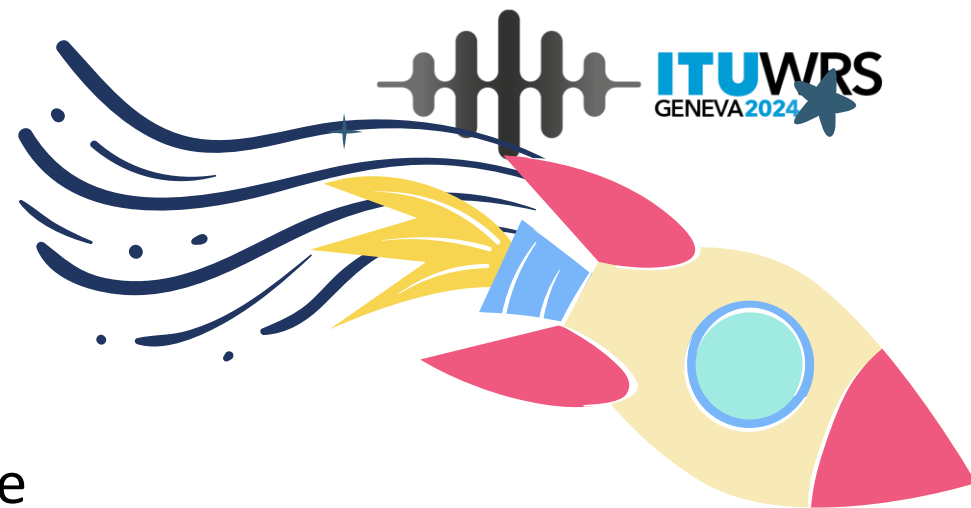
- **Postal Mail** is recorded as received on the first working day on which it is delivered to the ITU/BR's offices in Geneva.
- **Postal Mail with regulatory deadlines on closed dates** is accepted the next working day.
- **ITU BR mail address:**
 - Radiocommunication Bureau
International Telecommunication Union
Place des Nations
CH-1211 Geneva 20
Switzerland
- **Telefax:** +41 22 730 57 85 (several lines)
- **E-mail:** brmail@itu.int





Outgoing correspondence from the BR

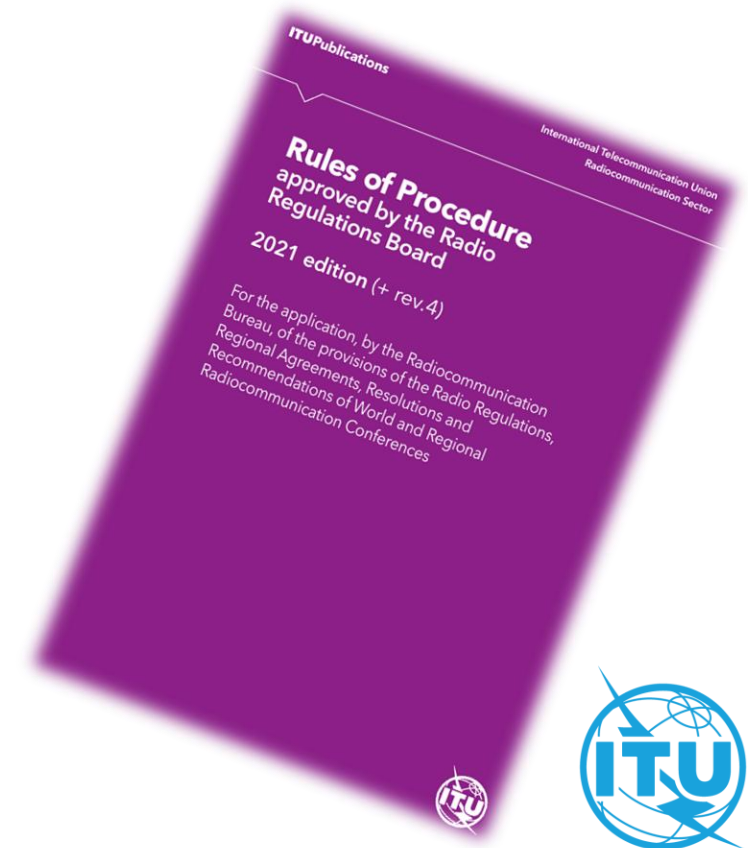
- Administrations are reminded to keep the **official e-mail addresses** up to date
- Administrations are strongly encouraged to **register** in **e-Communications** for space services, so no communications from the Bureau will be missed!
- **Surface mail** and **Fax** are **no longer sent** to ADM from the BR



Rules of Procedure (ROP) on Receivability

- Establishment of a formal date of receipt - 1

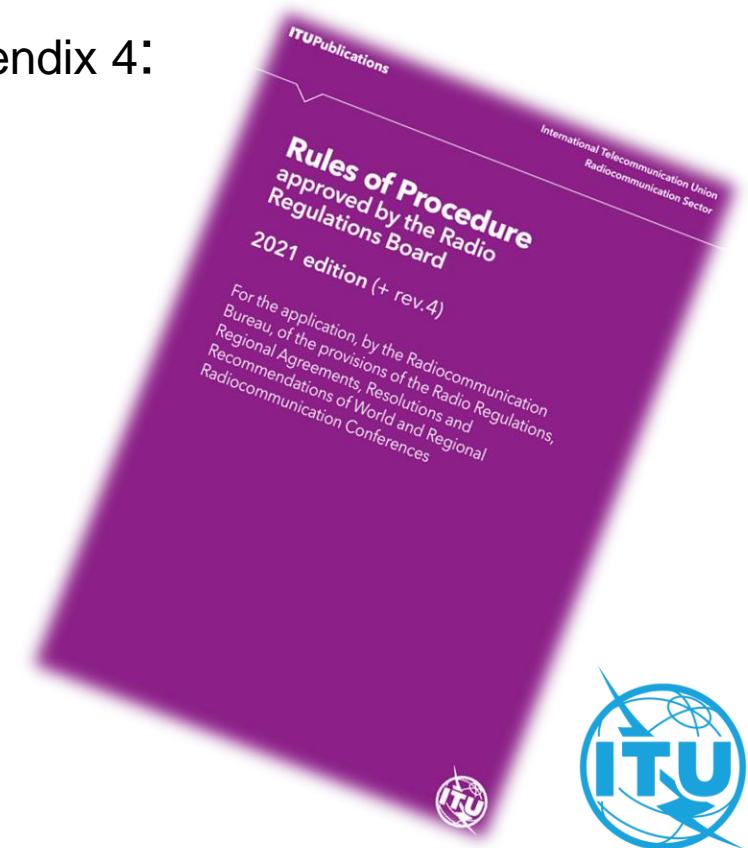
- Complete notices are examined by **date order** of their receipt
- Bureau cannot act upon a notice having a technical bearing on an earlier notice **until the earlier notice has been dealt with.**
- When more than one submission is received on the **same date**, all those submissions shall be **mutually taken into account.**



Rules of Procedure (ROP) on Receivability

- Establishment of a formal date of receipt - 2

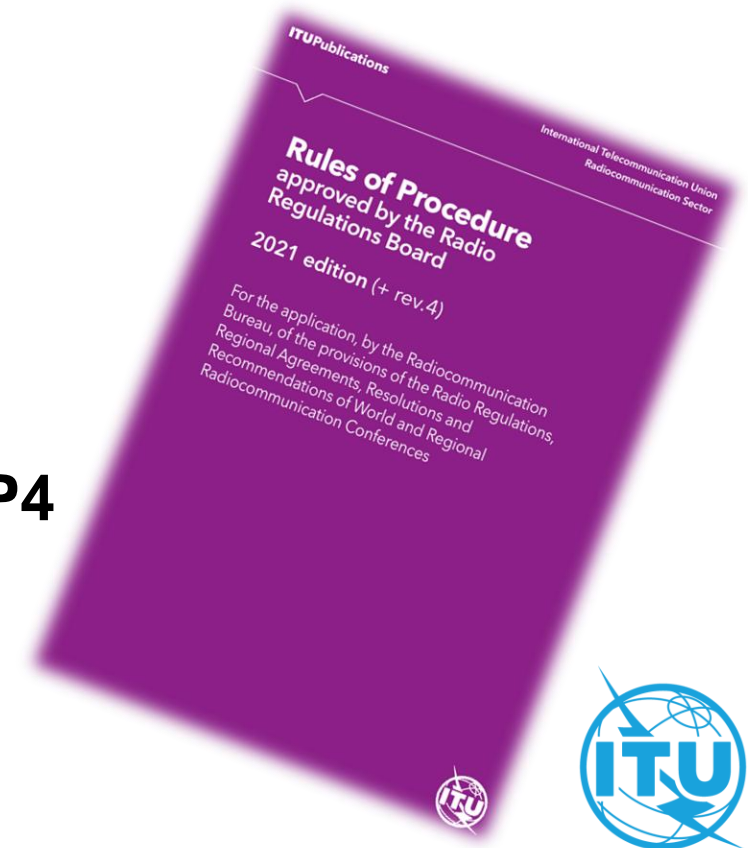
- The Bureau examine the **completeness** and **correctness** of the information submitted by ADM.
- **Mandatory information missing** as defined in Annex 2 of Appendix 4: the notice is regarded as **incomplete**.
- The Bureau shall immediately inform ADM and seek the information not provided.
- Further 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 (ROP) on Receivability

- Further Clarifications

- Response within 30 days !
 - **within the scope with complete info by due date** of Bureau's enquiry
 - retain original date of receipt
 - **Not within** the scope of Bureau's enquiry, or **out of due date**
 - establish new formal date of receipt
- Missing any mandatory information required under **AP4**
 - **will be returned to the Administration**
- Wrong format
 - **will be returned to the Administration**



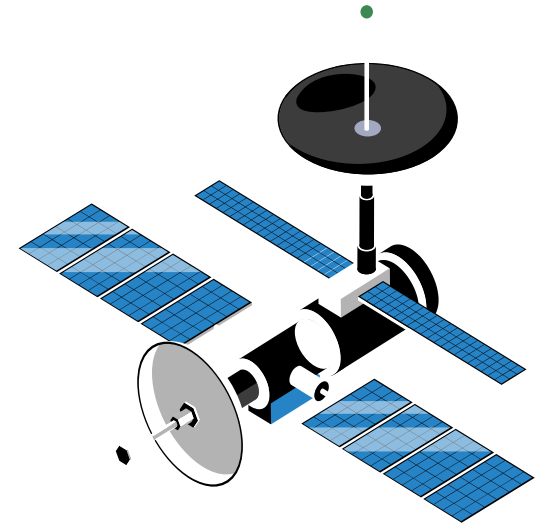
Rules of Procedure (ROP) on Receivability



- Application of multiple procedures – Space Station

A notification under Article 11 is **not receivable** if

- The **coordination request** (No. 9.6 refers) was not received, or
- **Advance publication information** (Art 9, Sub-Section IA) was not received



and shall be **returned** to the notifying ADM.



Rules of Procedure (ROP) on Receivability



- Application of multiple procedures – Earth Station

A notification under Art 11 is **not receivable** if:

- The **advance publication information** or the **coordination request** for the associated space station was **not received**.
- If the frequency assignments notified under Art 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**.



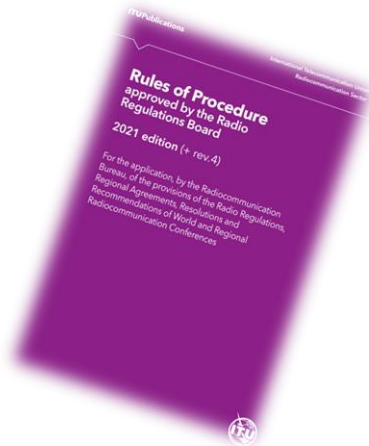
Database format of electronic notice

- All notices must be submitted in **electronic format** using the **SNS v10** database structure
 - To verify conformity of the structure of the database, run BR SIS Validation
 - Definition of database format can be found in chapter 3 of **Preface**
 - For a chart on the SRS database structure, please refer to the file SRSDiagramV10.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** 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
- Note: For notification, **service area** must be **digitized GIMs** format

Capture and validation software

- BR provides **free** copies of the **software** for **capture** and **validation** on the **BRIFIC DVD** (will stop from 2025) / on the **website**:
<https://www.itu.int/ITU-R/go/space-software/en>
- The Bureau uses **the latest BRSIS validation software** to check completeness of Appendix 4 forms of notices.
- Administrations are encouraged to **run the latest validation** software **before submitting** notices to resolve any issues.
- Note: When submitting via e-Submissions, the latest BRSIS Validation software runs automatically. If a **fatal error** occurs, the user must **provide a reason** for proceeding despite the error.

Rules concerning Receivability



Appendix 4

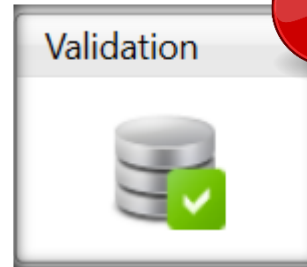


Notice Database



Check **completeness** and **correctness** to establish a formal date of receipt

BR SIS



Cross validation



Diagram Database



CR/464 only GIMS mdb format for graphical info shall be receivable under **RES 55**.

Use the latest BR software !



Provide **notes** or **attachments**, when needed

Cover letters relating to a submission

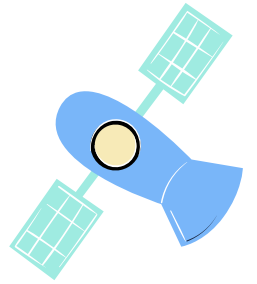
- **Confirmation Letter:** Not needed via e-Submissions.

- **Cover Letter** (optional but useful for):

- Specific addresses for cost recovery invoices
- Requesting a new operating agency
- Detailing modifications
- Providing other important information

- **Submission Options:**

Cover letters can be included with the notice in e-Submission or sent separately via e-Communications/e-mail.



Reply to the Bureau for clarification



- Administrations sometimes need to send **revised mdb** files, to avoid these being treated as a modification with a new date of receipt, **do not send like a new submission via the e-submission system**

Submit via the **e-Communications** system

<https://www.itu.int/ITU-R/go/space-communications>

Attach a note to **explain** that it is a reply to the Bureau's enquiry making sure that the reference to the submission is provided

Possible to reply by **e-mail** to the **BRmail@itu.int**
(not recommended)

THANKS!



ITU – Radiocommunication Bureau



Questions to
BRmail@itu.int
Xiuqi.wang@itu.int

