



Radiocommunication Bureau
(Direct Fax N°. +41 22 730 57 85)

Administrative Circular
CA/119

4 July 2002

To Administrations of Member States of the ITU and Radiocommunication Sector Members

Subject: **World Radiocommunication Conference (WRC-03)**

1 It was indicated by the Secretary-General in Circular Telefax No. TCUIT A 273 of 21 June 2002 that the ITU has taken measures to ensure that the World Radiocommunication Conference (WRC-03), as well as the associated Radiocommunication Assembly (RA-03), can be held at the Headquarters of the Union in the International Conference Centre of Geneva (CICG). The dates envisaged are 2 to 6 June 2003 for RA-03 and 9 June to 4 July 2003 for WRC-03. These arrangements are subject to consideration at the forthcoming Plenipotentiary Conference (PP-02) in Marrakesh.

2 It is envisaged that steps pursuant to Article 28 of the ITU Convention for both WRC-03 and RA-03 will proceed immediately after PP-02. These steps will include invitations pursuant to the relevant provisions of Articles 23, 24 and 25 of the Convention and the consequential registration of delegates and observers. In the meantime, it is desirable for some preliminary administrative arrangements to proceed as outlined in this Administrative Circular. Similar preparatory arrangements for the Radiocommunication Assembly are contained in Administrative Circular CACE/260 of 4 July 2002.

3 The agenda for WRC-03 is as approved by Council 2002 in Council Resolution 1156 (modified) at **Annex 1**. To assist the Radiocommunication Bureau in preparing for the Conference, it would be appreciated if you could provide advice by 1 November 2002 concerning your likely attendance at the WRC-03 and your requirements for documentation by returning **Annex 2**, duly completed.

4 At this preliminary stage, Member States may wish to give consideration to their proposals for the work of the Conference in accordance with the provisions of Article 30 of the ITU Convention. Such proposals will need to reach the ITU Secretariat at least four months before the start of the Conference (No. 316 of the Convention). For practical details on the presentation of proposals, kindly refer to the attached "Guidelines for the presentation of proposals" (**Annex 3**).

5 As noted above, formal invitations and registration of delegates and observers could be expected to proceed in October 2002 immediately following PP-02. In the meantime, intending participants may wish to consider their accommodation requirements in Geneva. For this purpose, your attention is invited to the ITU website for WRC-03 at <http://www.itu.int/ITU-R/conferences/wrc/wrc-03/index.asp> which includes details on hotel reservations in Geneva.

The contact person in the Radiocommunication Bureau is: Mr Roger Smith (Tel.: +41 22 7305311; e-mail: roger.smith@itu.int).

Robert W. Jones
Director
Radiocommunication Bureau

Annexes: 3

Distribution:

- Administrations of Member States of the ITU
- Radiocommunication Sector Members
- Chairmen and Vice-Chairmen of Radiocommunication Study Groups and Special Committee on Regulatory/Procedural Matters
- Chairman and Vice-Chairmen of the Radiocommunication Advisory Group
- Chairman and Vice-Chairmen of the Conference Preparatory Meeting
- Members of the Radio Regulations Board
- Secretary-General of the ITU, Deputy Secretary-General of the ITU, Director of the Telecommunication Standardization Bureau, Director of the Telecommunication Development Bureau

ANNEX 1

RESOLUTION 1156 (Modified)

(approved at the fifth Plenary Meeting)

Agenda for the World Radiocommunication Conference (WRC-03)

The Council,

noting

that Resolution 800 of the World Radiocommunication Conference (Istanbul, 2000):

- a) resolved to recommend to the Council that a world radiocommunication conference be held in 2003 for a period of four weeks;
- b) recommended its agenda, and invited the Council to finalize the agenda and arrange for the convening of WRC-03 and to initiate as soon as possible the necessary consultation with Member States,

resolves

to convene a World Radiocommunication Conference (WRC-03) in Caracas (Venezuela) from 9 June to 4 July 2003 with the following agenda:

1 on the basis of proposals from administrations and the Report of the Conference Preparatory Meeting, taking account of the results of WRC-2000, and with due regard to the requirements of existing and future services in the bands under consideration, to consider and take appropriate action with respect to the following items:

1.1 requests from administrations to delete their country footnotes or to have their country name deleted from footnotes, if no longer required, in accordance with Resolution **26 (Rev.WRC-97)**;

1.2 to review and take action, as required, on No.-**5.134** and related Resolutions **517 (Rev.WRC-97)** and **537 (WRC-97)** and Recommendations **515 (Rev.WRC-97)**, **517 (HFBC-87)**, **519 (WARC-92)** and Appendix **11**, in the light of the studies and actions set out therein, having particular regard to the advancement of new modulation techniques, including digital techniques, capable of providing an optimum balance between sound quality, bandwidth and circuit reliability in the use of the HF bands allocated to the broadcasting service;

1.3 to consider identification of globally/regionally harmonized bands, to the extent practicable, for the implementation of future advanced solutions to meet the needs of public protection agencies, including those dealing with emergency situations and disaster relief, and to make regulatory provisions, as necessary, taking into account Resolution **645 (WRC-2000)**;

1.4 to consider the results of studies related to Resolution **114 (WRC-95)**, dealing with the use of the band 5 091-5 150 MHz by the fixed-satellite service (Earth-to-space) (limited to non-GSO MSS feeder links), and review the allocations to the aeronautical radionavigation service and the fixed-satellite service in the band 5 091-5 150 MHz;

1.5 to consider, in accordance with Resolution **736 (WRC-2000)**, regulatory provisions and spectrum requirements for new and additional allocations to the mobile, fixed, Earth exploration-satellite and space research services, and to review the status of the radiolocation service in the frequency range 5 150-5 725 MHz, with a view to upgrading it, taking into account the results of ITU-R studies;

1.6 to consider regulatory measures to protect feeder links (Earth-to-space) for the mobile-satellite service which operate in the band 5 150-5 250 MHz, taking into account the latest ITU-R Recommendations (for example, Recommendations ITU-R S.1426, ITU-R S.1427 and ITU-R M.1454);

1.7 to consider issues concerning the amateur and amateur-satellite services:

1.7.1 possible revision of Article **25**;

1.7.2 review of the provisions of Article **19** concerning the formation of call signs in the amateur services in order to provide flexibility for administrations;

1.7.3 review of the terms and definitions of Article **1** to the extent required as a consequence of changes made in Article **25**;

1.8 to consider issues related to unwanted emissions:

1.8.1 consideration of the results of studies regarding the boundary between spurious and out-of-band emissions, with a view to including the boundary in Appendix **3**;

1.8.2 consideration of the results of studies, and proposal of any regulatory measures regarding the protection of passive services from unwanted emissions, in particular from space service transmissions, in response to *recommends* 5 and 6 of Recommendation **66 (Rev.WRC-2000)**;

1.9 to consider Appendix **13** and Resolution **331 (Rev.WRC-97)** with a view to their deletion and, if appropriate, to consider related changes to Chapter SVII and other provisions of the Radio Regulations, as necessary, taking into account the continued transition to and introduction of the Global Maritime Distress and Safety System (GMDSS);

1.10 to consider the results of studies, and take necessary actions, relating to:

1.10.1 exhaustion of the maritime mobile service identity numbering resource (Resolution **344 (WRC-97)**);

1.10.2 shore-to-ship distress communication priorities (Resolution **348 (WRC-97)**);

1.11 to consider possible extension of the allocation to the mobile-satellite service (Earth-to-space) on a secondary basis in the band 14-14.5 GHz to permit operation of the aeronautical mobile-satellite service as stipulated in Resolution **216 (Rev.WRC-2000)**;

1.12 to consider allocations and regulatory issues related to the space science services in accordance with Resolution **723 (Rev.WRC-2000)** and to review all Earth exploration-satellite service and space research service allocations between 35 and 38 GHz, taking into account Resolution **730 (WRC-2000)**;

1.13 to consider regulatory provisions and possible identification of existing frequency allocations for services which may be used by high altitude platform stations, taking into account No. **5.543A** and the results of the ITU-R studies conducted in accordance with Resolutions **122 (Rev.WRC-2000)** and **734 (WRC-2000)**;

1.14 to consider measures to address harmful interference in the bands allocated to the maritime mobile and aeronautical mobile (R) services, taking into account Resolutions **207 (Rev.WRC-2000)** and **350 (WRC-2000)**, and to review the frequency and channel arrangements in

the maritime MF and HF bands concerning the use of new digital technology, also taking into account Resolution **347 (WRC-97)**;

1.15 to review the results of studies concerning the radionavigation-satellite service in accordance with Resolutions **604 (WRC-2000)**, **605 (WRC-2000)** and **606 (WRC-2000)**;

1.16 to consider allocations on a worldwide basis for feeder links in bands around 1.4 GHz to the non-GSO MSS with service links operating below 1 GHz, taking into account the results of ITU-R studies conducted in response to Resolution **127 (Rev.WRC-2000)**, provided that due recognition is given to the passive services, taking into account No. **5.340**;

1.17 to consider upgrading the allocation to the radiolocation service in the frequency range 2 900-3 100 MHz to primary;

1.18 to consider a primary allocation to the fixed service in the band 17.3-17.7 GHz for Region 1, taking into account the primary allocations to various services in all three Regions;

1.19 to consider regulatory provisions to avoid misapplication of the non-GSO FSS single-entry limits in Article **22** based on the results of ITU-R studies carried out in accordance with Resolution **135 (WRC-2000)**;

1.20 to consider additional allocations on a worldwide basis for the non-GSO MSS with service links operating below 1 GHz, in accordance with Resolution **214 (Rev.WRC-2000)**;

1.21 to consider progress of the ITU-R studies concerning the technical and regulatory requirements of terrestrial wireless interactive multimedia applications, in accordance with Resolution **737 (WRC-2000)**, with a view to facilitating global harmonization;

1.22 to consider progress of ITU-R studies concerning future development of IMT-2000 and systems beyond IMT-2000, in accordance with Resolution **228 (WRC-2000)**;

1.23 to consider realignment of the allocations to the amateur, amateur-satellite and broadcasting services around 7 MHz on a worldwide basis, taking into account Recommendation **718 (WARC-92)**;

1.24 to review the usage of the band 13.75-14 GHz, in accordance with Resolution **733 (WRC-2000)**, with a view to addressing sharing conditions;

1.25 to consider, with a view to global harmonization to the greatest extent possible, having due regard to not constraining the development of other services, and in particular of the fixed service and the broadcasting-satellite service, regulatory provisions and possible identification of spectrum for high-density systems in the fixed-satellite service above 17.3 GHz, focusing particularly on frequency bands above 19.7 GHz;

1.26 to consider the provisions under which earth stations located on board vessels could operate in fixed-satellite service networks, taking into account the ITU-R studies in response to Resolution **82 (WRC-2000)**;

1.27 to review, in accordance with Resolutions **540 (WRC-2000)** and **735 (WRC-2000)**, the ITU-R studies requested in those resolutions, and modify, as appropriate, the relevant regulatory procedures and associated sharing criteria contained in Appendices **30** and **30A** and in the associated provisions;

1.28 to permit the use of the band 108-117.975 MHz for the transmission of radionavigation satellite differential correction signals by ICAO standard ground-based systems;

1.29 to consider the results of studies related to Resolutions **136 (WRC-2000)** and **78 (WRC-2000)** dealing with sharing between non-GSO and GSO systems;

- 1.30 to consider possible changes to the procedures for the advance publication, coordination and notification of satellite networks in response to Resolution **86** (Minneapolis, 1998);
- 1.31 to consider the additional allocations to the mobile-satellite service in the 1-3 GHz band, in accordance with Resolutions **226 (WRC-2000)** and **227 (WRC-2000)**;
- 1.32 to consider technical and regulatory provisions concerning the band 37.5-43.5 GHz, in accordance with Resolutions **128 (Rev.WRC-2000)** and **84 (WRC-2000)**;
- 1.33 to review and revise technical, operational and regulatory provisions, including provisional limits in relation to the operation of high altitude platform stations within IMT-2000 in the bands referred to in No. **5.388A**, in response to Resolution **221 (WRC-2000)**;
- 1.34 to review the results of studies in response to Resolution **539 (WRC-2000)** concerning threshold values for non-GSO BSS (sound) in the band 2 630-2 655 MHz, and to take actions as required;
- 1.35 to consider the report of the Director of the Radiocommunication Bureau on the results of the analysis in accordance with Resolution **53 (Rev.WRC-2000)** and take appropriate action;
- 1.36 to examine the adequacy of the frequency allocations for HF broadcasting from about 4 MHz to 10 MHz, taking into account the seasonal planning procedures adopted by WRC-97;
- 1.37 to consider the regulatory and technical provisions for satellite networks using highly elliptical orbits;
- 1.38 to consider provision of up to 6 MHz of frequency spectrum to the Earth exploration-satellite service (active) in the frequency band 420-470 MHz, in accordance with Resolution **727 (Rev.WRC-2000)**;
- 1.39 to examine the spectrum requirements in the fixed-satellite service bands below 17 GHz for telemetry, tracking and telecommand of fixed-satellite service networks operating with service links in the frequency bands above 17 GHz;
- 2 to examine the revised ITU-R Recommendations incorporated by reference in the Radio Regulations communicated by the Radiocommunication Assembly, in accordance with Resolution **28 (Rev.WRC-2000)**, and to decide whether or not to update the corresponding references in the Radio Regulations, in accordance with principles contained in the Annex to Resolution **27 (Rev.WRC-2000)**;
- 3 to consider such consequential changes and amendments to the Radio Regulations as may be necessitated by the decisions of the conference;
- 4 in accordance with Resolution **95 (Rev.WRC-2000)**, to review the resolutions and recommendations of previous conferences with a view to their possible revision, replacement or abrogation;
- 5 to review, and take appropriate action on, the report from the Radiocommunication Assembly submitted in accordance with Nos. 135 and 136 of the Convention;
- 6 to identify those items requiring urgent action by the radiocommunication study groups in preparation for the next world radiocommunication conference;
- 7 in accordance with Article 7 of the Convention:
 - 7.1 to consider and approve the Report of the Director of the Radiocommunication Bureau on the activities of the Radiocommunication Sector since WRC-2000, including on any difficulties or inconsistencies encountered in the application of the Radio Regulations, and action in response to Resolution **80 (Rev.WRC-2000)**;

7.2 to recommend to the Council items for inclusion in the agenda for the next WRC, and to give its views on the preliminary agenda for the subsequent conference and on possible agenda items for future conferences, taking into account Resolution **801 (WRC-2000)**,

instructs the Director of the Radiocommunication Bureau

to make the necessary arrangements to convene the Conference Preparatory Meeting and to prepare a report to WRC-03,

instructs the Secretary-General

- 1 to make all the necessary arrangements, in agreement with the Director of the Radiocommunication Bureau, for the convening of the Conference;
- 2 to communicate this resolution to international and regional organizations concerned.

ANNEX 2

World Radiocommunication Conference (WRC-03)

Member State:

Estimated number of participants in delegation:

or

Entity/Organization:

Estimated number of participants:

NUMBER OF DOCUMENTS REQUIRED*:

English	French	Spanish
<input type="text"/>	<input type="text"/>	<input type="text"/>

* In accordance with **Council Resolution 1141**, the number of paper copies dispatched by mail will be limited to a maximum of **five** per Member State and a maximum of **one** per Sector Member.
A CD-ROM containing all input documents submitted by **9 February 2003** will be distributed to each participant on the first day of the Conference.

MAILING ADDRESS FOR DOCUMENTS:

Street address:

.....

.....

City/State/Code/Country:

.....

(Place)

(Date)

(Signature)

(Title)

To be returned by **1 November 2002** to:

International Telecommunication Union
Radiocommunication Bureau
WRC-03 Secretariat/Office V.434
1211 GENEVA 20/Switzerland
E-mail: wrc03proposals@itu.int
Fax: +41 22 730 6600

ANNEX 3

Guidelines for the presentation of proposals

1 Introduction

1.1 These guidelines have been prepared by the ITU Secretariat for the submission of proposals to the forthcoming World Radiocommunication Conference (WRC-03).

1.2 Proposals should be based on the Radio Regulations (2001 edition). The sequential numbering system should be used to identify the particular provision to which the proposal is related.

2 Guidelines for presentation

2.1 Member States should begin their proposals with a short summary of their views on each agenda item. This should be followed by detailed proposals, each proposal being followed by a brief statement of the reason for the proposed change.

2.2 Symbols to be used

ADD Proposal to add new text

Note: Where new text is to be added within an existing paragraph or sub-paragraph, the symbol MOD should be used.

ADD* Proposal to add existing text from elsewhere in the RR

Note: It is necessary to reproduce the texts carrying the symbol ADD.*

MOD Proposal to amend a text by addition, deletion or replacement of words or figures

Note: New words added should be underlined (underlined); words to be deleted should be crossed out (~~crossed out~~).

(MOD) Proposal to amend a text, from an editorial point of view

SUP Proposal to delete text

Note 1: It is not necessary to reproduce texts carrying the symbol SUP.

Note 2: Where text is to be deleted from within a paragraph or sub-paragraph, the symbol MOD should be used.

SUP* Proposal to transfer text elsewhere in the Radio Regulations

Note: It is not necessary to reproduce texts carrying the symbol SUP.*

NOC Text for which no change is proposed

Note: This symbol may be used to clarify that no proposals are made with respect to texts carrying this symbol. It is not necessary to reproduce texts carrying this symbol.

NOC Proposal for a text to be maintained without change

Note: This symbol may be used when Member States wish to emphasize that a particular provision or provisions of an article should remain unchanged, e.g. Article XX may be shown as NOC but provisions AA and BB of Article XX may be shown as NOC. The reasons as to why these provisions need to be maintained without change should be given.

The following standards of presentation should be adhered to as far as possible.

2.3.1 Texts should be clearly typed in single spacing.

2.3.2 Proposals should be submitted to:

International Telecommunication Union
Radiocommunication Bureau
WRC-03 Secretariat/Office V.434
1211 GENEVA 20
Switzerland
Fax: +41 22 730 6600
E-mail: wrc03proposals@itu.int

Where possible, proposals should be submitted by e-mail or on diskette to the WRC-03 Secretariat at the aforementioned address. The ITU standard format is MS Word for Windows. Templates will be available for downloading from the WRC-03 website.

2.3.3 Proposals for draft new resolutions and recommendations should be annotated "ADD". In cases where resolutions or recommendations cancel and replace existing ones, a mention of this should be included in a footnote to the proposal.

3 Preparation of texts

The Secretariat will annotate the individual proposals with index numbers composed as follows:

ABC/25/3

where ABC is the symbol of the country, author of the proposal (according to the Preface to the International Frequency List), 25 is the number of the document in which the proposal is published and 3 is the serial number of the proposal within that document.

4 Conclusion

The main purpose of these guidelines is to enhance the timely processing of proposals submitted by Member States and, thus, to facilitate the work of the Conference. These guidelines, if followed by Member States, will enable the Secretariat at ITU Headquarters to carry out its work in a more efficient and effective manner and avoid extra costs with respect to the budget of the Conference.
