Radiocommunication Bureau (BR)

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Subject: **ITU Regional Radiocommunication Seminar 2015 for Americas (RRS-15-Americas) San Salvador, El Salvador, 27-31 July 2015**

Dear Madam, Sir,

I am pleased to inform you that, at the kind invitation of Superintendencia General Electricidad y Telecomunicaciones of El Salvador(SIGET), the International Telecommunication Union (ITU) organizes the Regional Radiocommunication Seminar 2015 for Americas (RRS-15-Americas), in cooperation with Comisión Técnica Regional de Telecomunicaciones (COMTELCA), to be held in San Salvador, El Salvador, from 27 to 31 July 2015.

RRS-15-Americas will be held in the following format (see the Annex: Draft Programme):

- A pre-seminar web tutorial will be available on the ITU website: www.itu.int/go/ITU-R/RRS-15-Americas , with the basic concepts of spectrum management at national and international levels, their links with ITU Radio Regulations (RR), ITU and ITU-R structures and functions, including the study groups and BR departments, and ITU basic texts, with the main focus on RR and their associated Rules of Procedure (RoP). A good understanding of the pre-seminar web tutorial concepts is required in order to be able to participate actively in the seminar.

- The first two days of the event will cover concepts related to spectrum management as well as the procedures associated to the recording of frequency assignments in the Master International Frequency Register (MIFR). The review of the modifications to the RR, associated WRC Resolutions and ITU-R Resolutions decided by the last World Radio Conference (WRC-12) and Radiocommunication Assembly (RA-12) as well as agendas of the next WRC-15 will follow. These two days will also cover the current regulatory framework for international frequency management and the ITU-R Recommendations and best practices regarding the use of spectrum for both terrestrial and space services, including basic training on ICT tools developed by ITU for frequency notifications for those services and for the technical examinations.

- The third and fourth days will be dedicated to Workshops (terrestrial and space), providing participants with hands-on experience of ITU notification procedures for each type of service, and of the software and electronic publications made available by the Radiocommunication Bureau.

- RRS-15-Americas will conclude with a Forum on Friday 31th July 2015, on *WRC15: Challenges and opportunities for the Region",* with participation of main Radiocommunication stakeholders.

Languages
The lectures and discussions during RRS-15-Americas will be in Spanish only (please note that software tools and other material will be in English only).

Format
The RRS-Americas will be conducted in a "paperless" environment, i.e. the seminar and workshops documentation will be available on the website. Given the amount of practical work expected during the workshops, participants are required to bring their laptops, performing the set of minimal specifications detailed on the ITU website: www.itu.int/go/ITU-R/RRS-15-Americas/laptop-requirements.

Registration
Member States, ITU Academia, ITU-R Sector Members and Associates, ITU-D Sector Members and Associates from Americas are invited to attend the RRS-15-Americas. Attendance to this event is free of charge for their representatives.

Registration of participants for this event is carried out exclusively online, through their respective designated focal point (DFP). The list of DFPs for ITU-R Activities, including the Seminar, is available at www.itu.int/en/ITU-R/information/events. Advance registration of all participants is strongly advised. Unannounced participants might face further delays at the on-site registration desk. For those Member States/Sector Members wishing to modify the indicated DFP or for any further information, please contact the ITU-R Delegate Registration Unit at ITU-R.Registrations@itu.int.

Venue, Accommodation and Visas
Information on the RRS-15-Americas venue, accommodation, visa matters and other practical arrangements are provided on the *"General Information"* document, available at the event website www.itu.int/go/ITU-R/RRS-15-Americas/venue-info.

Please take note that citizens of some countries are required to obtain a visa in order to enter in El Salvador. In this regard, please refer to instructions given in the above-mentioned document.

Fellowships
Recognizing the difficulties faced by low-income countries, the ITU offers one partial fellowship per eligible country in the Americas Region, with priority to requests from the least developed countries (LDCs). The partial fellowship request form is available at ITU website (www.itu.int/go/ITU-R/RRS-15-Americas/fellowships) and should be submitted before 3rd July 2015.

As the information mentioned above might be updated or complemented without notice, it is recommended to visit the seminar webpages regularly.

Yours faithfully,

François RANCY
Director

Annex: 1

Copy: Brahima Sanou, Director, Telecommunication Development Bureau, ITU

Annex
Draft Programme
RRS-15-Americas
San Salvador, El Salvador, 27-31 July 2015

		SEMINAR		WORKSHOPS		FORUM: WRC15, Challenges and Opportunities for the Region
Session		**Monday**	**Tuesday**	**Wednesday (Space)**	**Thursday (Terrestrial)**	**Friday**
	9:00 a.m. to 10:30 a.m.	**Opening Ceremony** ITU; SIGET; COMTELCA / **ITU and ITU-R in a Glance** ITU	**Space Stations** Notification Procedures	**Space Services:** Non-Planned Bands	**Terrestrial Services** Broadcasting	**Opening: COMTELCA** / **Keynote Speech: WRC15 Agenda: Challenges and Opportunities:** ITU
	10:30 a.m. to 11:00 a.m.	*Coffee break*	*Coffee break*	*Coffee break*	*Coffee break*	*Coffee break*
	11:00 a.m. to 12:30 p.m.	**Spectrum Management and Regulation: Fundamentals, Arquitecture, Databases, National-Intl. Relationship** ITU; COMTELCA	**Space Stations** Publications and Tools	**Space Services:** Planned Bands	**Terrestrial Services** Mobile, Others	**IMT: Mobile Broadband** / **Digital Terrestrial TV and Digital Dividend**
PRE-SEMINAR WEB TUTORIAL (available at the ITU Seminar web site)	**12:30 p.m. to 02:00 p.m.**	*Lunch*	*Lunch*	*Lunch*	*Lunch*	*Lunch*
	02:00 p.m. to 03:30 p.m.	**Space Services:** Regulatory Framework	**Terrestrial Stations** Notification Procedures	**Earth Stations** Notification	**Terrestrial Stations** Notification	**Spectrum Access: Newest Technologies** / **Future of C Band**
	03:30 p.m. to 04:00 p.m.	*Coffee break*	*Coffee break*	*Coffee break*	*Coffee break*	*Coffee break*
	04:00 p.m. to 05:30 p.m.	**Terrestrial Services:** Regulatory Framework	**Terrestrial Stations** Publications and Tools	**Earth Stations** Notification	**Terrestrial Stations** Notification	**Round Table** / **Conclusions:** ITU **Closing:** SIGET