ITU Radiocommunication Bureau (BR)

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AFG, ARS, AUS, BGD, BHR, BRM, BRU, BTN, CBG, CHN, CLN, FJI, IND, INS, IRN, IRQ, ISR, J, JOR, KIR, KOR, KRE, KWT, LAO, LBN, MHL, MLA, MLD, FSM, MNG, NPL,NRU, NZL, OMA, PAK, PHL, PNG, QAT, SLM, SMO, SNG, SYR, THA, TLS, TON, TUV, UAE, VUT, VTN, YEM

Subject: **ITU Regional Radiocommunication Seminar 2015 and Workshop on Satellite Coordination for Asia-Pacific (RRS-15-Asia-Pacific)**
Manila, Philippines, 25-30 May 2015

Dear Madam, Sir,

I am pleased to inform you that, at the kind invitation of the Information and Communications Technology Office, Department of Science and Technology (ICTO-DOST) of the Philippines, the International Telecommunication Union (ITU) organizes the Regional Radiocommunication Seminar 2015 and Workshop on Satellite Coordination for Asia-Pacific (RRS-15-Asia-Pacific), in cooperation with the Asia-Pacific Telecommunity (APT), and the Department of Communications, Government of Australia, to be held in Manila, Philippines, from 25 to 30 May 2015.

RRS-15-Asia-Pacific will be held in the following format (see the Annex: Proposed Programme):

- A pre-event web tutorial will be available on the ITU website: www.itu.int/go/ITU-R/RRS-15-Asia-Pacific/webtutorial, 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 3rd day will be devoted to a Workshop on Terrestrial Services.
- The 4th and 5th days will be dedicated to a Regional Workshop on Satellite Coordination. These two regional workshops will enable the participants to get hands-on experience with ITU notification procedures as well as with the software and electronic publications made available by the Radiocommunication Bureau to the Administrations of Member States and to the ITU Sector Members, with emphasis in space services but also including terrestrial ones.
- RRS-15-Asia will conclude with a Forum on Saturday 30th May 2015, on *"Space Planned Services: current status and challenges",* with participation of regulators, operators, space manufactures, ground platforms manufactures, satellite-based ISP, providing a multidisciplinary approach: regulatory, commercial and technical, about the present and the future of these services in the region.*

The detailed programme of RRS-15-Asia-Pacific is available on the ITU website at: www.itu.int/go/ITU-R/RRS-15-Asia-Pacific/agenda.

Languages

The lectures and discussions during RRS-15-Asia-Pacific will be in English.

Format

The RRS-15-Asia-Pacific 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-Asia-Pacific/laptop-requirements.

Registration

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

Registration for this event is carried out exclusively online, through respective ITU-R designated focal point (DFP). The lists of DFPs for ITU-R activities[1] is available at www.itu.int/en/ITU-R/information/events. Participants are invited to contact their DFP to be registered to this event. Advance registration of all participants is strongly advised. Unannounced participants might face further delays at the on-site registration desk.

Venue, Accommodation and Visas

Information on the RRS-15-Asia-Pacific 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-Asia-Pacific/venue-info.

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

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[1] Participants representing ITU-D Sector Members and Associates that do not have a DFP for registration to ITU-R activities are invited to contact ITU-R.Registrations@itu.int to be registered to this event.

Fellowships

Recognizing the difficulties faced by low-income countries, the ITU offers one partial fellowship per eligible country in the Asia-Pacific 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-Asia-Pacific/fellowships) and should be submitted before 4th May 2015.

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

Yours faithfully,

François RANCY

Director

Annex: 1

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

Annex: Draft Programme

ITU Regional Radiocommunication Seminar 2015 and Workshop on Satellite Coordination for Asia-Pacific (RRS-15-Asia-Pacific); Manila, Philippines, 25-30 May 2015

	Session	SEMINAR		Terrestrial Workshop	Regional Workshop on Satellite Coordination		FORUM: Space Planned Services
		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
PRE-SEMINAR WEB TUTORIAL (available at the ITU Seminar web site)	9:00 a.m. to 10:30 a.m.	**Opening Ceremony:** ITU; ICTO; APT **ITU and ITU-R at a Glance** ITU	**Terrestrial Services:** Regulatory Framework	**Terrestrial Services**	**Space Receivability; API not subject to Coordination**	**Planned List: App. 30 & 30A**	**Opening Ceremony:** ICTO **Space Planned Services on Radio Regulations: regulatory advantages and challenges,** ITU
	10:30 a.m. to 11:00 p.m.	*Coffee break*	*Coffee break*	*Coffee break*	*Coffee break*	*Coffee break*	*Coffee break*
	11:00 a.m. to 12:30 p.m.	**Spectrum Management, Radio Regulations and WRC Regional Issues on Spectrum** ITU; APT	**Terrestrial Stations:** Registration Procedures	**Terrestrial Services**	**Space WISC; API subject to Coordination**	**Planned List: App. 30B**	**Space Planned Services offer in the Region: current and future projects** **Planned Bands: Operators view**
	12:30 p.m. to 02:00 p.m.	*Lunch*	*Lunch*	*Lunch*	*Lunch*	*Lunch*	*Lunch*
	02:00 p.m. to 03:30 p.m.	**Space Services:** Regulatory Framework	**Space Services:** Publications and Tools	**Terrestrial Services**	**Coordination Request; Notification**	**Bringing into Use; Suspension; Regulatory Assistance**	**Space Planned Services: Space Manufactures view** **Space Planned Service: Ground Segment view (service providers, platform manufacturers)**
	03:30 p.m. to 04:00 p.m.	*Coffee break*	*Coffee break*	*Coffee break*	*Coffee break*	*Coffee break*	*Coffee break*
	04:00 p.m. to 05:30 p.m.	**Space Stations:** Registration Procedures	**Terrestrial Services:** Publications and Tools	**Terrestrial Services**	**Submission of comments: BRIFIC & SPACECOMM**	**Earth Stations: Coordination and Notification**	**Round Table: challenges ahead** **Conclusions,** ITU **Closing Ceremony;** ICTO