



**Director of Radiocommunication
Bureau (BR)**

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Subject: **ITU Regional Radiocommunication Seminar 2018 for the Americas (RRS-18-Americas)
San Jose, Costa Rica, 24-28 September 2018**

Madam, Sir,

I am pleased to inform you that, at the kind invitation of [the Ministerio de Ciencia Tecnología y Telecomunicaciones](#) of Costa Rica (MICITT), the [International Telecommunication Union \(ITU\)](#), organizes the Regional Radiocommunication Seminar 2018 for the Americas (RRS-18-Americas), to be held in San Jose, Costa Rica, from 24 to 28 September 2018, in cooperation with the [Inter-American Telecommunications Commission \(CITEL\)](#) and the [Comisión Técnica Regional de Telecomunicaciones \(COMTELCA\)](#). The detailed Seminar and Forum programme, as well as all relevant information, is available on the ITU website at: www.itu.int/go/ITU-R/RRS-18-Americas.

RRS-18-Americas will be held in the following format (see the Annex: Proposed Programme):

- A pre-seminar web tutorial will be available on the seminar website 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 seminar 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-15) and Radiocommunication Assembly (RA-15), as well as agendas of the next WRC-19 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.
- During the following day, Workshops will be carried out on the use of these tools for terrestrial stations (emphasis on broadcasting) and space stations (emphasis on earth stations). These 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-R Sector Members.

- RRS-18-Americas will conclude with a two-day Forum on: *"Spectrum Management: Challenges ahead"*, with the participation of the radiocommunication stakeholders on the region.

Languages

The lectures and discussions during RRS-18-Americas will be in Spanish only (please note that some material such as presentations or software tools may be in English only).

Format

The seminar will be conducted in a "paperless" environment, i.e. the seminar 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 event's website

Registration

Member States, ITU-R Sector Members, Associates and Academia from the Americas countries are invited to attend the RRS-18-Americas. Attendance to this Seminar is free of charge for their representatives.

Registration 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 the Seminar website.

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 seminar venue, accommodation, visa matters and other practical arrangements are provided on the *"General Information"* document, available at the event website. Please take note that citizens of some countries are required to obtain a visa in order to enter in Costa Rica. Please refer to instructions in this regard on the above-mentioned document.

Fellowships

Recognizing the difficulties faced by least developed and low-income countries, the ITU offers one partial fellowship per eligible country in the Americas Region, with priority given to requests coming from least developed countries (LDCs). Fellowships should be requested by designated focal points during the online registration process (see "Registration" above) and must be submitted before **Monday, 27th August 2018**.

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

Yours faithfully,


for François Rancy

Annex: Draft programme

Copies:

- Mr Brahima Sanou, Director, Telecommunication Development Bureau, ITU
- Mr Bruno Ramos, Director, Regional office for the Americas, ITU

Annex

Draft Programme

RRS-18-Americas

San Jose, Costa Rica, 24-28 September 2018

Session	SEMINAR		WORKSHOP		FORUM	
	Monday	Tuesday	Wednesday	Thursday	Friday	
9:00 a.m. to 10:30 a.m.	Opening: ITU and ITU-R: at a Glance; ITU	Terrestrial Stations: Notification Procedures	Terrestrial Services: Broadcasting	Opening Digital Television: status and challenges	Spectrum Management and Monitoring: Region challenges	
10:30 a.m. to 11:00 a.m.	<i>Coffee Break</i>					
11:00 a.m. to 12:30 p.m.	Spectrum Management (SM) Radio Regulations (RR) and World Radio Conferences (WRC) Regional matters of SM ITU, CITEL, COMTELCA	Terrestrial Services: Publications and Tools	Terrestrial Services: Broadcasting	Towards 5G: roadmap for Americas	Bridging Digital Divide: Role of Radiocommunications Systems	
12:30 p.m. to 02:00 p.m.	<i>Lunch Break</i>					
02:00 p.m. to 03:30 p.m.	Terrestrial Services: Regulatory Framework	Space Stations: Notification Procedures	Space Services: Earth Stations	New satellite systems: DTH, HTS, Non-GSO	Spectrum Licensing	
03:30 p.m. to 04:00 p.m.	<i>Coffee Break</i>					
04:00 p.m. to 05:30 p.m.	Space Services: Regulatory Framework	Space Services: Publications and Tools	Space Services: Earth Stations	New Radio Technologies: HAPS, TVWS, LTE-U	Round Table WRC-19 Agenda Conclusion; Closing	

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