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Международная
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Ref.: SP 74/1 – IND/16/7

31 May 2016

Subject: Invitation to the Second Meeting of the Frequency Spectrum Management Panel (FSMP/2), 15 to 16 September 2016; and FSMP-WG/3, 6 to 14 September 2016

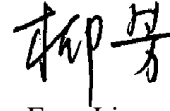
Action Required: Confirm acceptance of invitation by 1 July 2016

Sir/Madam,

1. I have the honour to inform you that the Air Navigation Commission has agreed to convene the second meeting of the Frequency Spectrum Management Panel (FSMP/2) in Montréal, 15 to 16 September 2016. The meeting of FSMP/2 will be preceded by a meeting of FSMP-WG/3, which will be conducted in a less formal setting.
2. The main expected deliverable of this meeting is a draft new position on the various agenda items of ITU World Radiocommunication Conference 2019 (WRC-19). The panel is also expected to review its work programme in light of outcomes from WRC-15 and the potential development of revisions to existing, or new job cards. Further to those outcomes, the meeting will consider updates to the ICAO Frequency Spectrum Strategy as contained in the *Handbook on Radio Frequency Spectrum Requirements for Civil Aviation, Volume I – ICAO spectrum strategy, policy standards and related information* (Doc 9718), Chapter 8. This task, already being underway, is expected to be finalized in early 2017 and submitted to the Commission for review.
3. The agenda approved by the Commission for the meeting is reproduced in Attachment A. Information related to participation, documentation and other arrangements is presented in Attachment B. The agenda for FSMP-WG/3 (6 to 14 September 2016) will be transmitted separately.
4. On behalf of the Air Navigation Commission, I extend to you an invitation for the FSMP panel member who was nominated by your Government/Organization, and any advisers assigned to assist the member, to attend this meeting. Please recall that participation is in accordance with the *Directives for Panels of the Air Navigation Commission, fifth edition*. (Doc 7984/5). Relevant information from the Directives is provided in Attachment B.

5. It would be appreciated if your confirmation of acceptance of this invitation, together with the names of those attending, could be forwarded to aoi@icao.int by 1 July 2016.

Accept, Sir/Madam, the assurances of my highest consideration.



Fang Liu
Secretary General

Enclosures:

- A — Agenda for the second meeting of FSMP
- B — Participation, documentation and other arrangements

FREQUENCY SPECTRUM MANAGEMENT PANEL (FSMP)

Second Meeting

Montréal, 15 to 16 September 2016

AGENDA

- Agenda Item 1:** Opening of the meeting
- Agenda Item 2:** Development of the draft new ICAO Position for WRC-19 (Job card FSMP.002.01)
- Agenda Item 3:** FSMP work programme review, including maintenance of existing job cards and proposal of new job cards
- 3a) Inclusion of provisions on the use of the 5 GHz band (MLS, AeroMACS, RPAS C2 link)
 - 3b) New provisions to support future aeronautical communications
 - 3c) Improvement of frequency assignment planning criteria (117.975-137 MHz) – Doc 9718, Vol II.
 - 3d) Identification of potential new tasks as a result of WRC-15, including potential requirement to develop ICAO provisions for WAIC and Radio Altimeters
- Agenda Item 4:** Updates to the ICAO Spectrum Strategy and Policy (Job card FSMP.001.01)
- Agenda Item 5:** Updates to Doc 9718, Vol II (frequency assignment planning criteria) (Job card FSMP.005.01)
- Agenda Item 6:** Coordination with other panels
- Agenda Item 7:** Any other business

Note: **FSMP-WG/3 will convene from 6 to 14 September 2016**, with the main goal to progress the development of the draft Position for WRC-19 in a drafting activity before convening the meeting of the Panel from 15 to 16 September. The full agenda of the FSMP-WG/3 will be transmitted separately.

ATTACHMENT B to State letter SP 74/1 – IND/16/7

FREQUENCY SPECTRUM MANAGEMENT PANEL (FSMP)

Second Meeting

Montréal, 15 to 16 September 2016

PARTICIPATION, DOCUMENTATION AND OTHER ARRANGEMENTS

The meeting will be conducted in English.

Participation

In accordance with the *Directives for Panels of the Air Navigation Commission* (Doc 7984/5), fifth edition, approved by the Council in March 2014:

- a) if a State or an international organization wishes to designate an individual as an observer to a panel, it will inform the Air Navigation Commission in advance, including an indication of the qualifications of such an individual (paragraph 3.2.2 refers);
- b) the Air Navigation Commission shall not accept nomination for alternates to members. If it is necessary to replace a member temporarily, the Commission may authorize such a temporary replacement, at the request of the respective member or nominator. Alternatives to observers shall not be accepted (paragraph 3.2.5 refers); and
- c) if a panel member fails to contribute to the work of the panel or fails to attend two consecutive meetings, ICAO may ask the State or international organization concerned whether it wishes to maintain its nominee on the panel. If no reply is received within three months, it will be assumed that the State or organization wishes to withdraw its nominee (paragraph 7.1 refers).

Documentation

Documentation for the meeting should be forwarded by electronic format to the Secretary of FSMP at aoi@icao.int. All documents for FSMP/2, including information papers, should be submitted **no later than 29 August 2016**. Documents for FSMP-WG/3 may be submitted **until 29 August 2016**.

A template for the working and information papers will be placed on the website for use when preparing the documentation. The FSMP website (<http://www.icao.int/safety/FSMP>) is open. However sensitive documentation can be protected upon request, using the ICAO secure portal (<http://portal.icao.int>), hence making it available only to FSMP members and participants. The FSMP website can also be accessed through the All ANC Panels website on the portal. Printed copies of documentation, including working papers, will not normally be made available.

Meeting participants are encouraged to take advantage of the IEEE 802.11b/g/n wireless local area network (WLAN) facility available at ICAO. A portable computer, or other device, equipped with Wi-Fi compliant networking capability is required. When connected to the public network, the meeting participants will have free access to the Internet. This is an open network that does not require a password.

Other arrangements

In compliance with Annex 9 — *Facilitation*, paragraph 3.19, Canada no longer requires entry visas for temporary visitors from many States. However, some nationals continue to require visas for entry into Canada. Any participant requiring a visa should take steps to obtain it in good time from the nearest Canadian authorities. Furthermore, in order to facilitate entry formalities upon arrival in Canada, it is suggested that participants carry with them a copy of the document notifying them that they have been designated by their State/Organization to attend the ICAO panel meeting in the capacity of expert and that they share this document with the Canadian immigration authorities. It should be noted that, as of 15 March 2016, many visa-exempt visitors travelling to Canada by air will require an Electronic Travel Authorization (eTA). The following link is provided for your convenience:

<http://www.cic.gc.ca/english/visit/eta.asp>.

Participants are responsible for making their hotel reservations directly and a listing of some hotels available in the Montréal area can be found at <http://www.icao.int/Meetings/Pages/List-Of-Hotels.aspx>.

— END —