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FSMP/3-Memo/1  
2 August 2022

Ref.: SP74/1-ANB-AN-CNSS93563

**English only**

## MEMORANDUM

To: Members, Frequency Spectrum Management Panel (FSMP)

From: FSMP Secretary

Subject: **Invitation to the fifteenth meeting of the Frequency Spectrum Management Panel Working Group (FSMP WG/15) from 22 August to 1 September 2022 and the third meeting of the FSMP on 7 September 2022**

Action: a) confirm participation together with names of accompanying advisors by **15 August 2022**  
b) submit meeting documentation for FSMP WG/15 by **15 August 2022**  
c) submit meeting documentation for FSMP/3 by **1 September 2022**

### 1. INTRODUCTION

1.1 On behalf of the Chairman, Mr. Michael Biggs, it is my pleasure to extend to you an invitation to:

- the fifteenth meeting of the FSMP Working Group (**FSMP WG/15**), to be held in a hybrid setting 22 August to 1 September 2022; and
- the third meeting of the FSMP (**FSMP/3**), a limited agenda meeting to be held by means of a virtual setting only, on 7 September.

1.2 By the kind invitation of the International Air Transport Association (IATA), **FSMP WG/15** will be held at the IATA premises in Montréal, between 0900 and 1700 EST each day. A link for those wishing to attend virtually will be provided. The proposed draft agenda for FSMP WG/15 is in **Attachment A**.

1.3 The agenda for **FSMP/3**, which will be held 7 September 2022 in a virtual setting, between 0600 and 1200 EST (1000 – 1600 UTC) is in **Attachment B**. Note that between 0600 and 0630 EST there will be election of FSMP Chairman in a closed meeting for nominated Panel members only. The remaining agenda is allotted 5 hours, starting at 0700 EST.

## 2. WORKING METHODS

2.1 Panels work under the direct control of the Air Navigation Commission (ANC). They normally conduct their business through correspondence and working group meetings. Full panel meetings are normally convened only when results achieved have matured for final decision or when no further progress can be made through correspondence. In this context, panels are encouraged to organize their work and accomplish their tasks in accordance with project management techniques.

2.2 Panels are encouraged to work as informally as possible because this allows full freedom of expression. Experience has shown that tasks are completed more expeditiously when business is done on that basis. For these reasons, no exhaustive directives or rules of procedure are established for the conduct of panel activities. An outline of the general working methods employed by panels is given in the *Directives for Panels of the Air Navigation Commission* (Doc 7984/5), which is accessible on the FSMP website at <https://www.icao.int/safety/fsmp>.

2.3 In cases where a State or organization wishes to designate advisors to assist their panel members, we remind you that it is the responsibility of each panel member to ensure that advisors receive copies of panel documentation.

2.4 The Secretary will post working papers as they become available on the FSMP website and requests that any working or information papers you may wish to submit be provided to ICAO at least two weeks prior to the meeting. For organization purposes, and to ensure that all participants can prepare effectively prior to meeting commencement, it is important to make every effort to respect this arrangement. Your papers should therefore be received by no later than the dates indicated in Actions b) and c) above. Suitable templates to be used for your submissions are to be found on the FSMP website.

2.5 Meeting links and connection details will be provided to registered participants shortly. Please do not hesitate to contact me at +1 514 954 8219 ext. 7130 or by email at [ljonasson@icao.int](mailto:ljonasson@icao.int) for any assistance you may require. I look forward to communicating with you at the meeting.

Best regards,

  
Loftur Jonasson  
Secretary FSMP

### Enclosures:

- A — Draft Agenda FSMP WG/15
- B — Provisional Agenda FSMP/3

## ATTACHMENT A

### FIFTEENTH WORKING GROUP MEETING OF THE FREQUENCY SPECTRUM MANAGEMENT PANEL (FSMP-WG/15)

Hybrid meeting, Montréal, Québec, Canada, 22 August – 1 September, 2022

#### DRAFT AGENDA

- Agenda Item 1**            Opening and Working Arrangements  
a) Action Item Review  
b) Status of tasks identified on Job Cards
- Agenda Item 2**            ICAO WRC-23 Position  
a) Identified conflicts between administration preliminary proposals and ICAO Position  
b) Discussion of possible future agenda item proposals from administrations  
c) Modifications/Updates to the ICAO WRC-23 Position
- Agenda Item 3**            Development of (planned) Material for ITU-R Studies on:  
a) WRC-23 AI1.6 Suborbital Vehicles  
b) WRC-23 AI1.7 VHF AMS(R)S  
c) WRC-23 AI1.8 FSS for UAS  
d) WRC-23 AI1.9 Wideband HF  
e) WRC-23 AI1.10 Non-safety AMS  
f) WRC-23 AI9.2 Radio Regulations clean-up  
g) Other
- Agenda Item 4**            Radio Altimeter issues  
b) Report from correspondence group on radio altimeters (CG-RA)  
a) National efforts to implement broadband mobile near 4200-4400 MHz  
- Mitigation measures  
- Safety Cases/Compatibility Analyses
- Agenda Item 5**            SARPs and guidance to prevent interference between Wireless Avionics Intra-Communication Systems and Radio Altimeters  
a) Finalize and consolidate comments received from other Panels
- Agenda Item 6**            5 GHz Band Planning  
a) AeroMACS  
b) Global UAS/Remotely Piloted Aircraft Systems (RPAS) channel plan
- Agenda Item 7**            Interference from Non-Aeronautical Sources  
a) Mobile service communications adjacent to 1518 MHz satellite communications frequency band (see action item 14-04)  
b) LED lighting systems
- Agenda Item 8**            Revision of ICAO Frequency Spectrum Handbook (Doc 9718)  
a) Restructure of Volume I  
b) Update of Volume II
- Agenda Item 9**            Any Other Business

## ATTACHMENT B

### THIRD MEETING OF THE FREQUENCY SPECTRUM MANAGEMENT PANEL (FSMP/3)

#### 1. DATES AND REMOTE MEETING LOGISTICS

1.1 It is proposed that the third meeting of the Frequency Spectrum Management Panel be held between 0600 and 1200 hours (EST) on 7 September 2022.

1.2 The meeting will be held virtually using a videoconferencing application. This service will be hosted by ICAO.

#### 2. ADMINISTRATIVE ARRANGEMENTS

2.1 The meeting will be focussing on a limited agenda, namely updates of FSMP Job Cards and approval of draft SARPs. Additionally, the meeting will elect an FSMP Chairman, as prescribed in the *Directives for Panels of the Air Navigation Commission* (Doc 7984/5). It is expected that the FSMP/3 will conduct all its work in plenary sessions. The meeting will be conducted in English only.

#### 3. PROVISIONAL AGENDA

3.1 It is proposed that the agenda for the meetings be as follows:

**Agenda Item 1:** Election of Chairman and Vice-Chairman

**Agenda Item 2:** Adoption of the Provisional Agenda

1.1 Opening

1.2 Meeting arrangements

**Agenda Item 3:** Brief Status Report from FSMP WG/15:

2.1 Report on WRC-23 position updates

2.2 Report on the status of development of SARPs describing the radio frequency and interference rejection characteristics for Radio Altimeters

*(Ref: Job card FSMP/006.01)*

2.3 Report and proposals for updates of Job Cards

**Agenda Item 4:** Endorsement of proposal of amendments

3.1 SARPs and guidance to prevent interference between Wireless Avionics Intra-Communication Systems and Radio Altimeters

*(Ref: Job card FSMP/007.01)*

**Agenda Item 5:** Review and update of existing job cards and development of new Job cards

**Agenda Item 6:** Future work programme of the FSMP

**Agenda Item 7:** Any other business