

## Questions/Answers regarding Conference Preparatory Group:

### 1. *What is the CPG role within the CEPT?*

The role of CPG is to bring together positions of European administrations and to coordinate agreed CEPT positions as the basis for negotiations with other regional organisations in the preparation to the ITU World Radiocommunication Conferences (WRC's). WRC updates the basic international Radio Regulations which governs the legal basis for relations between countries on managing the spectrum. Therefore the preparation process during the study cycle is very important.

The preparation process to the WRC's as well as the outcome of the Conferences have an influence on ECC Work programme. Working Group CPG is responsible for the preparation of European positions for World Radiocommunication Conferences (WRCs) and Radiocommunication Assemblies (RAs).

### 2. *CEPT partners in other regions*

CEPT partners in other regions of the world are: Arab Spectrum Management Group (ASMG), Asia-Pacific Telecommunity (APT), African Telecommunications Union (ATU), Inter-American Telecommunication Commission (CITEL), Regional Commonwealth in the field of Communications (RCC). The process of negotiation with the five regional organisations is a long and complex process. In practice it starts a long time before WRC when CEPT representatives are invited to attend the other regional organisations meetings and vice versa.

### 3. *Chairmanship of CPG*

Chairman of CPG is appointed by the ECC plenary meeting and is acting for one single term corresponding to one WRC cycle.

The Chairman is supported by two Vice-Chairmen, These Vice-Chairmen normally chair themselves one of CPG PTs.

### 4. *In which way are CPG Project teams structured?*

In order to start the preparation process for the next Conference, CPG needs to make an allocation of WRC Agenda Items to its Project teams. CPG PTs are structured as a result of proposals from CEPT administrations, taking into account the structure of the draft CPM<sup>1</sup> Report and each PT is responsible for a number of topics. The structure of the CPG seeks to balance the workloads of the respective Project teams, to enable an effective CEPT support to the ITU-R study activities and also takes account of the possible interaction with other ECC entities.

### 5. *Who participates in the CPG meetings?*

Telecommunications Administrations of the European countries which are Members of the International Telecommunication Union may be Members of CEPT. Members of CEPT are members of the ECC as of right.

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<sup>1</sup> Conference Preparatory Meeting, a meeting held about 9 months before the WRC, which address the basis of the technical assumptions to be applied at the WRC.

Representatives of relevant inter-governmental organisations as well as other organisations or non-CEPT administrations concerned with electronic communications may participate as Observers in meetings subject to general provisions in the ECC Working Methods. Observers have the right to speak but not to vote (see section 6 below regarding observers at the meetings).

#### *6. Observers at the CPG meetings*

Representatives of relevant inter-governmental organisations as well as other organisations or non-CEPT administrations may participate in meetings on an ad hoc basis as Observers if they are:

- representatives of those organisations which have co-signed a Memorandum of Understanding on co-operation or a Letter of Understanding on co-operation;
- invited by the Chairman;
- approved by the Chairman to participate in meetings on their request.

Representatives of those organisations which have co-signed a Memorandum of Understanding on Co-operation can participate in meetings in accordance with the terms of the MoU.

Representatives of those organisations which have co-signed a Letter of Understanding on Co-operation can participate in meetings when items of interest are on the agenda or if wider participation is permitted by the LoU.

#### *7. CPG coordination team at the WRCs.*

The negotiations process during WRCs is led by the CPG chairman assisted by vice-chairmen and CEPT coordinators. The detailed description of the Chairman and coordination team responsibilities can be found in (Working Methods Appendix 8, 9).

#### *8. CPG deliverables (ECP's, briefs)*

A European Common Proposal (ECP) is a multi-country proposal of CEPT member administrations serving the following purposes:

- create a common base line for CEPT members for negotiations at ITU-R Conferences, whilst ensure that there would not be major opposition from CEPT members;
- guarantee a reasonably active support of the ECP at the WRC's and/or RRC's.

In order to adopt an ECP the following conditions should be fulfilled: *10 administrations supporting and not more than 6 opposing* (see Working Methods Appendix 10).

A CEPT brief is a working document developed in the course of preparations to the WRC's and each CEPT brief contains background information regarding the related Agenda Item. The purpose of the brief is to guide administrations before and during the Conference and it contains the appropriate information in this regard. CEPT briefs remain internal documents which are kept at the CEPT portal.

#### *9. Permanent point of contact between CEPT ECC/CPG and other regional organisations: ECO.*

In order to guarantee a better and continuous information exchange between CEPT and other regional organisations in the course of preparations to the WRCs, it was recently decided to task the ECO to act as a permanent point of contact between CEPT and other regional organisations. This action will

help in the exchange of information about forthcoming meetings, participation from CEPT and regional organisations to different level meetings, document exchange and bilateral meetings when approaching the following WRC.