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Circular Letter No.4265
21 April 2020

To: All IMO Member States
United Nations and specialized agencies
Intergovernmental organizations
Non-governmental organizations in consultative status with IMO

Subject: **Sixteenth meeting of the Joint IMO/ITU Experts Group on Maritime Radiocommunication Matters**

1 The Secretary-General wishes to refer to the sixteenth meeting of the Joint IMO/ITU Experts Group on Maritime Radiocommunication Matters, which had been scheduled to take place from Monday, 6 to Friday, 10 July 2020, at IMO Headquarters, 4 Albert Embankment, London SE1 7SR.

2 Due to the Coronavirus (COVID-19) pandemic, it is highly likely that the meeting of the Experts Group will be postponed and/or may be subject to alternative arrangements to progress the work. In the meantime and until a final decision is taken, the Secretary-General wishes to advise that the deadlines for submission of documents will remain in place as indicated in paragraph 6 below.

3 Interested Member States and international organizations are encouraged to progress the work in accordance with the approved terms of reference (see annex) and submit written proposals and/or comments to the Joint IMO/ITU Experts Group in order to facilitate their consideration. In connection to the work related to the draft amendments to SOLAS chapters III and IV, those delegations that had offered their assistance for the preparation of draft amendments or revisions to existing instruments (see NCSR 7/WP.5, annex 7, for a comprehensive list of codes, resolutions and circulars), are invited to submit their contributions to progress the work. Any other delegations willing to assist and/or participate in the preparatory work of amendments or revisions to specific instruments may contact the Secretariat (ncsr@imo.org) for additional guidance or assistance.

4 Further information regarding the conduct of the meeting will be communicated in due course following consultation with the Chair of the meeting and the IMO and ITU Secretariats.

Terms of reference and provisional agenda

5 The terms of reference for the sixteenth meeting of the Experts Group, as approved by the Sub-Committee on Navigation, Communications and Search and Rescue, at its seventh session, and the provisional agenda for the meeting are set out in the annex.

Submission of documents

6 Documents for the meeting will be issued in English only. In order to allow proper preparation time, documents should be received by the IMO Secretariat (NCSR@imo.org) or the ITU Secretariat (Karlis.Bogens@itu.int) via email in Microsoft Word **not later than Friday, 5 June 2020**. Documents commenting on those submitted by 5 June 2020 should be received by **Friday, 26 June 2020**.

Distribution of documents

7 Relevant documentation will be made available on IMODOCS (<http://docs.imo.org>) under "Meeting Documents", "NCSR Sub-Committee", and finally "IMO/ITU EG" (<http://docs.imo.org/Category.aspx?cid=508>).

8 Upon request, documents will also be distributed via email. Interested Members are invited to provide their email address to NCSR@imo.org for inclusion in the distribution list.

ANNEX

TERMS OF REFERENCE FOR THE SIXTEENTH MEETING OF THE JOINT IMO/ITU EXPERTS GROUP ON MARITIME RADIOCOMMUNICATION MATTERS

Purpose

To advise on the development of future requirements for maritime radiocommunications taking into account the operational needs, as defined by IMO, and regulatory needs, as defined by ITU.

Structure

The Experts Group consists in principle of people active in IMO and ITU with a representative range of viewpoints.

Contact points:

IMO Secretariat	–	Mr. A. Jennings
ITU Secretariat	–	Mr. K. Bogens

IMO is prepared to provide the group leader.

Instructions

The Experts Group is instructed to:

- .1 taking into account the outcome of discussions at NCSR 7 with respect to draft amendments to SOLAS chapters III and IV (NCSR 7/WP.5, paragraphs 15 to 19 and annex 1), and based on written proposals received, consider proposals to correct errors;
- .2 taking into account the outcome of discussions at NCSR 7 with respect to consequential amendments to other existing instruments relating to the amendments to SOLAS chapters III and IV (NCSR 7/WP.5, paragraphs 20 to 36 and annexes 4 to 6, 11 and 12), consider every instrument* contained in the work plan (NCSR 7/WP.5, annex 7) referenced to IMO/ITU EG 16, with a priority on resolutions, and, in particular, with regard to the draft performance standards for MF and MF/HF radio the question contained in NCSR 7/WP.5, paragraph 27, and advise NCSR 8, as appropriate;
- .3 in relation to World Radiocommunication Conference matters:
 - .1 analyse the outcome of WRC-19 in line with the IMO position submitted to the Conference;
 - .2 analyse the resolutions of WRC-19 in order to identify major areas of interest for IMO and provide relevant input, as appropriate; and

* Member States and international organizations that had volunteered for the preparation of initial draft revisions or amendments to existing instruments may contact the Secretariat in advance for advice or support on editorial issues, including the preparation of draft cover pages of resolutions and circulars.

- .3 prepare initial advice on a draft IMO position on WRC-23 agenda items concerning matters relating to maritime services;
- .4 based on written proposals received, consider the use of public broadband communication and technical standardization for public mobile networks in the context of maritime safety, taking into account the outcome of discussions at NCSR 7 (NCSR 7/23, paragraphs 12.26 to 12.29), and advise NCSR 8, as appropriate;
- .5 based on written proposals received, consider electromagnetic interference (EMI) effects of Light Emitting Diode (LED) lighting systems and other sources of EMI on board vessels, and advise NCSR 8, as appropriate;
- .6 consider the draft amendments to the *Performance standards for shipborne simplified Voyage data recorders (S-VDRs)* (resolution MSC.163(78)) and the *Revised Performance standards for shipborne Voyage data recorders (VDRs)* (resolution MSC.333(90)) related to the adoption of the *Performance standards for float-free Emergency position-indicating radio beacons (EPIRBs) operating on 406 MHz* (resolution MSC.471(101)), and advise NCSR 8 (NCSR 7/23, paragraph 22.19, and NCSR 7/WP.5, annexes 11 and 12);
- .7 in relation to the regular work in ITU-R, provide comments and advice, as appropriate; and
- .8 prepare a report, containing comments, recommendations and proposals, for consideration by NCSR 8 and, as appropriate, for meetings of the relevant study groups and/or working parties of ITU-R.



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JOINT IMO/ITU EXPERTS GROUP ON
MARITIME RADIOCOMMUNICATION
MATTERS
16th meeting
Agenda item 1

IMO/ITU EG 16/1
20 April 2020
ENGLISH ONLY

PROVISIONAL AGENDA

for the sixteenth meeting of the Joint IMO/ITU Experts Group on Maritime Radiocommunication Matters

- Opening of the meeting
- 1 Adoption of the agenda
- 2 Briefing on the outcome of relevant IMO and ITU bodies
- 3 Consideration of the outcome of WRC-19 and preparation of initial advice on a draft IMO position on WRC-23 agenda items concerning matters relating to maritime services
- 4 Consideration of relevant work in ITU-R
- 5 Modernization of the Global Maritime Distress and Safety System (GMDSS)
 - .1 draft amendments to chapters III and IV of the International Convention for the Safety of Life at Sea (SOLAS), 1974, as amended
 - .2 consequential amendments to existing instruments other than SOLAS
- 6 Consideration of the use of public broadband communication and technical standardization for public mobile networks in the context of maritime safety
- 7 Consideration of the electromagnetic interference (EMI) effects of Light Emitting Diode (LED) lighting systems and other sources of EMI on board vessels
- 8 Any other business
- 9 Reports to the NCSR Sub-Committee and ITU

Notes:

- 1 Documents should be received by the IMO Secretariat (ncsr@imo.org) and/or the ITU Secretariat (Karlis.Bogens@itu.int) by **Friday, 5 June 2020 (four-week deadline)**. Documents commenting on those submitted by 5 June 2020 should be received by **Friday, 26 June 2020 (one-week deadline)**.
- 2 All documents should include a brief summary.
- 3 The following word-processing format should be observed in order to standardize the presentation of documents:
 - font: Arial;
 - font size: 11 pt;
 - justification: full;
 - margins (centimetres): 2 cm top, 2.5 cm bottom, left and right.

A template is available for use in the preparation of documents and could be obtained by contacting one of the Secretariats (IMO Secretariat: ncsr@imo.org; ITU Secretariat: Karlis.Bogens@itu.int).
- 4 To facilitate processing, documents should be submitted by email in Microsoft Word, to either the IMO or the ITU Secretariat. It should be noted that the file size limit for the IMO email system is set at 10 Mbytes. If submitters do not receive an acknowledgement receipt by the Secretariat within one working day, they should contact the Secretariat without delay.