

**SUMMARY RECORD, ADMINISTRATIVE COUNCIL  
INTERNATIONAL AMATEUR RADIO UNION  
Meeting in Bali, Indonesia  
9 and 10 October 2015**

1. The Thirty-Eighth meeting of the Administrative Council of the International Amateur Radio Union was called to order at 0900 local time Friday, 9 October 2015, at the Sanur Paradise Plaza Hotel, Bali, Indonesia, by IARU President Tim Ellam, VE6SH/G4HUA. Also present were the following members: Ole Garpestad, LA2RR, Vice President; Rod Stafford, W6ROD, Secretary; Don Beattie, G3BJ, President and Faisal Al-Ajmi, 9K2RR, Vice President, IARU Region 1; Reinaldo Leandro, YV5AM, President and José Arturo Molina, YS1MS, Secretary, IARU Region 2; and Gopal Madhavan, VU2GMN, Chairman, and Shizuo Endo, JE1MUI, Director, IARU Region 3. At the invitation of the Council, also present were Jay Bellows, K0QB, observer from IARU Region 2, Ken Yamamoto, JA1CJP, Region 3 Secretary and Wisnu Widjaja, YB0AZ, as observers from Region 3. David Sumner, K1ZZ, was present as Recording Secretary.

2. A moment of silence was observed for radio amateurs and friends who have died since the previous meeting of the Administrative Council, including Fannyxie Alonzo, YV5AYL; Fred Johnson, ZL2AMJ; Lou van de Nadort, PA0LOU, and Arie Dogterom, PA0EZ.

3. The following agenda was approved:

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1. Opening of meeting by the President
2. Administrative Council Members, Arrangements for Meeting and a Moment of Silence
  - 2.1. Meeting Participants
  - 2.2. Meeting Arrangements
  - 2.3. Moment of Silence
3. Approval of Agenda
4. Reports of the officers
  - 4.1. Report of the President – Mr. Ellam
  - 4.2. Report of the Vice President – Mr. Garpestad
  - 4.3. Report of the Secretary – Mr. Stafford
5. Reports from the regional organizations
  - 5.1. Region 1
  - 5.2. Region 2
  - 5.3. Region 3
6. Review of written reports of International Coordinators and Advisers
  - 6.1. IARU Beacon Project Coordinator – Mr. Jennings
  - 6.2. IARU Satellite Adviser – Mr. van de Groenendaal
    - 6.2.1. Satellite Coordination Issues
      - 6.2.1.1. 2-Meter Satellite Service Summary
    - 6.2.2. Deputy IARU Satellite Adviser
    - 6.2.3. Terms of Reference for Satellite Adviser
    - 6.2.4. Operating Guidelines for Satellite Frequency Coordination
    - 6.2.5. Prague Satellite Symposium

- 6.3. IARU EMC Adviser – Mr. Verholt
- 6.4. IARU Int'l Coord. for Emer. Communications – Mr. Zimmermann
- 6.5. IARU EMC Coordinator - Mr. Kootz
7. ITU and related issues
  - 7.1. ITU Radiocommunication Sector (ITU-R)
    - 7.1.1. ITU SG and WP Meetings
      - 7.1.1.1. ITU-R WP5B
      - 7.1.1.2. ITU-R CPM-15-2
      - 7.1.1.3. ITU-R SG1/WP1A,B,C
      - 7.1.1.4. ITU-R WP7B
  - 7.2. WRC-15 – 2-27 November 2015 – Geneva
    - 7.2.1. Review IARU Positions on WRC-15 Agenda Items
      - 7.2.1.1. Regional (RTO) positions for WRC-15
    - 7.2.2. WRC-15 Team and Logistics
    - 7.2.3. Future WRC Agenda Items
  - 7.3. ITU Development Sector (ITU-D)
    - 7.3.1. ITU-D SSDM (Smart Sustainable Development Model)
  - 7.4. ITU Telecoms
    - 7.4.1. Telecom World
  - 7.5. ITU Council -2015
  - 7.6. ITU Academy/SMTP
  - 7.7. ITU Plenipotentiary Conference
  - 7.8. Reports from Volunteer Meeting Monitors
8. Strategic planning
  - 8.1. Review of Plan for Development and Support of Amateur Radio Frequency Allocations for 2012-2017
  - 8.2. Consideration of Action Plan for 2014-2015
  - 8.3. Microwave Spectrum Update
9. ITU and regulatory/spectrum defense matters not previously discussed
  - 9.1. Review of spectrum requirements document
  - 9.2. Galileo Issue
  - 9.3. Other spectrum defense matters
10. Operational and administrative matters
  - 10.1. Relations with Member Societies
    - 10.1.1. SHRAK Revote
    - 10.1.2. Applications for IARU Membership
    - 10.1.3. Member-Society Issues
  - 10.2. Expert Consultants and Technical Representatives
  - 10.3. 2016-2018 budget and review of 2014 and 2015 budgets
  - 10.4. World Amateur Radio Day
    - 10.4.1. Designation of Theme for 2016
    - 10.4.2. IS Support for WARD
  - 10.5. Handbook for Experts/Consultants attending meetings for IARU
  - 10.6. Administrative Council actions since last in-person meeting
  - 10.7. IARU EMCOMM Guide
  - 10.8. Member-Society Relations Project Report
  - 10.9. Amateur Radio Administration Course – 2016
  - 10.10. VK3KI Award
  - 10.11. ITU SG and WP Meeting Monitoring

- 10.12. Issues That May Arise from Region 3 Conference
  - 10.13. Standardization/Branding of IARU materials
  - 10.14. Succession Planning for IARU Experts and Coordinators
  - 10.15. Regional Monitoring of Amateur Operator Numbers
  - 10.16. Policy to Support Amateur Radio Antennas
  - 10.17. International Roaming
  - 10.18. Other operational and administrative matters
11. Review of Resolutions and Policies
  12. Any other business
  13. Determination of place and dates of next meeting of Council
  14. Drafting and approval of news release covering meeting, and adjournment
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#### 4. Reports of the officers

4.1. In his written report and in his oral remarks, President Ellam reviewed his activities over the past year and particularly his meetings with member-societies, including ARRL, RSGB, IRTS, DARC, JARL, CRSA, RAC, REF, CTARL, ORARI, RAST and a number of other societies in order to support the work of the IARU. He attended the JARL 90<sup>th</sup> anniversary activities and the IRTS AGM and dinner. He noted his attendance at the Dayton Hamvention, DARC HamRadio in Friedrichshafen, Germany and the Tokyo Ham Fair convention. He attended ITU Radio Day in February and CPM-2 in March. He also outlined his participation in the ITU-D SSDM project and discussed his presentation at the Telecom World in Qatar in December, 2014. He discussed IARU relations with the ITU and IARU finances. President Ellam discussed the upcoming WRC, IARU work on dealing with second societies and stressed the need for succession planning by IARU. The growing number of small satellites operating in the amateur radio bands was also mentioned as a source of concern. In oral supplemental remarks, Mr. Ellam stated that the Council needs to identify ways of recognizing the work of IARU volunteers. The officers will study the issue and make a proposal to the Council. He emphasized the importance of close coordination of IARU and regional efforts in the preparatory cycle for WRC-19. It was determined a virtual meeting of the Council would be held in early 2016.

4.2. Vice President Garpestad in his written report and his oral remarks commented upon his extensive work in preparation for WRC-15. He outlined a number of issues dealing with the growing number of small satellites operating in the amateur radio bands and the frequency coordination issues related to the small satellite operations. He attended both ITU-R WP5 meetings since the last Council meeting. He stressed the importance of obtaining support from administrations for the IARU positions on the WRC agenda items. He also mentioned his work with the Future Spectrum Committee and maintaining liaison with the Satellite Adviser and his panel on frequency management for satellites. He commented upon attendance at the 2015 Region 1 Executive Committee meeting and the DARC HamRadio held in Friedrichshafen, Germany. In his oral remarks, Mr. Garpestad emphasized a need to carefully evaluate and coordinate our strategy for WRC-15 and satellite coordination issues.

4.3. In his written report Secretary Stafford highlighted his work as secretary including handling routine correspondence and requests from member-societies and individuals. He discussed the IARU *Calendars* issued since the last Council meeting and the various votes by the member-societies related to the admission of new societies into the IARU. He outlined changes in the voting sheet sent to member-societies to make it clear how the votes should be cast in order to be counted. He mentioned his continued work in ITU-D Study Group 2 meetings which deals with issues related to ICT and emergency telecommunications. Secretary Stafford mentioned his attendance at the ARRL board meeting, Dayton Hamvention and the DARC HamRadio event. It was observed that all IARU web site updates or changes should be directed to the Secretary. Suggestions to improve the vote sheet used by member-societies regarding IARU proposals were discussed. It was determined that IARU *Calendars* would be sent out by email in addition to postal mail. The Secretary will work with regional secretaries to maintain up-to-date email addresses for the member-societies.

## 5. Reports from regional organizations

5.1. Region 1. Don Beattie, G3BJ, Region 1 President, presented the IARU Region 1 written report. The report mentioned relations with the regional telecommunication organization, including CEPT, RCC, ASMG and the ATU. He mentioned concerns dealing with satellite issues and EMC related issues. In oral remarks, Mr. Beattie stated that progress had been made in establishing a more effective working relationship with RCC. Region 1 is now an observer at RCC meetings. Region 1 is attempting to obtain the same status with ASMG. He stated he would like to see greater participation by Member-Societies around the world in CISPR activities. Region 1 has adopted a policy related to amateurs working with youth during amateur radio events and strongly urges the other regions to adopt a similar policy.

5.2. Region 2. Reinaldo Leandro, YV5AM, Region 2 President, presented the Region 2 written report. He commented on Region 2 efforts to achieve IARU goals at WRC-15 through its work with CITEL and the CTU. In supplemental remarks, he stated work was progressing for the 2016 Region 2 Conference in Chile. The conference will commence on Monday, 10 October 2016 and will be held in Viña del Mar, Chile. He also mentioned Region 2 works closely with FRACAP which is a sub-regional association of national societies in the region. He mentioned the situation in CITEL regarding Agenda Item 1.4 and the adoption of an Inter-American Proposal for WRC-15. Mr. Leandro stressed that there needs to be more effective coordination of strategies on WRC issues during the preparatory process.

5.3. Region 3. Gopal Madhavan, VU2GMN, Chairman of Region 3, presented the Region 3 report to the Council. He outlined efforts by the region through APT to prepare for WRC-15. He discussed the MOU with APT that was established to strengthen the region's relationship with APT. He commented upon the upcoming 2016 Region 3 Conference and the program related to the conference. Mr. Madhavan praised the efforts of many amateurs in the region who responded to a large number of emergency telecommunication events during the past year.

## 6. Review of Written Reports of International Coordinators and Advisers

6.1. The extensive written report of IARU International Beacon Project (IBP) Coordinator Peter Jennings, AB6WM/VE3SUN, on the status and plans for the IBP was reviewed and discussed by the Council. The report mentioned the need for IARU to recognize the efforts of the various volunteers participating in the project, especially those involved in maintaining the system of beacons. The Council approved a contribution of \$1,000.00 for the beacon project for maintaining the project. The Council noted the report included some ideas and thoughts on the issue of how the operation of the beacon system would be integrated with other means of assessing propagation such as the Automated Beacon Monitoring Project and the Reverse Beacon Network. The report detailed the current status of all the beacons operating in the IBP. After discussing the report, the Council determined that it will investigate supporting other methods of propagation reporting and prediction given the technological advances in the field in the last several years. Mr. Sumner gave a status report on the development of appropriate certificates for IBP volunteers.

6.2. IARU Satellite Adviser Hans van de Groenendaal, ZS6AKV, provided a written report and a supplemental report on satellite matters. His report details the individuals who make up the satellite advisory group that assists with satellite related matters including satellite frequency coordination. He commented upon the appointment of a deputy satellite adviser who will maintain a database system related to satellite coordination. He discussed the difficulty encountered in classifying satellites as amateur, educational and commercial. He also commented upon the IARU band plans and how to communicate the band plans to satellite operators and satellite project leaders. The report also discusses the use of 29 MHz for satellite usage. The Council expressed concern over “experimental” satellites using amateur radio frequencies. It was observed there are too many non-amateur satellites using the amateur bands and that justification should be required as to the basis for operating the satellite using amateur radio frequencies prior to the IARU coordinating frequencies for such satellite projects. It was observed that many of the projects are attempting to use the amateur radio frequencies to avoid cost recovery fees associated with other type of satellite projects.

6.2.1. The Vice President introduced a paper discussing satellite coordination issues. The officers took the position that the satellite project leaders should produce information confirming that the responsible administration has determined that the satellite is an experimental satellite and entitled to use amateur frequencies on a non-interference basis.

6.2.1.1. The Council reviewed a paper by Graham Shirville, G3VZV, giving a summary of the latest satellite frequency coordination activities in the 144 MHz Band.

6.2.2. Vice President Garpestad introduced a paper setting forth the need for a Deputy Satellite Adviser. The Council ratified the appointment of Hans Blondeel Timmerman, PB2T, to serve as Deputy Satellite Adviser. One of the tasks the Deputy Satellite Adviser is responsible for is to establish an enhanced database to track frequency coordination requests, pending requests, completed requests and other

related information. Mr. Garpestad stated the database has been enhanced and the frequency coordination process seems to be proceeding on a more efficient basis. The officers will work with the IS to investigate ways to make the database available to the officers, the Satellite Adviser and the Satellite Advisory Panel.

6.2.3. The Council discussed the current Terms of Reference for the IARU Satellite Adviser and reviewed a draft revised Terms of Reference. The proposed draft revised Terms of Reference was adopted by Council. A copy of the revised Terms of reference is attached as Annex 1.

6.2.4. The Vice President introduced a paper suggesting adoption of draft Satellite Frequency Coordination Guidelines. It is anticipated that the guidelines will expedite the frequency coordination process. The Council recognizes that many times the delays in coordination are caused by the satellite project leaders not providing timely and accurate information to the Satellite Adviser and the panel assisting in the coordination process. The Council adopted the draft guidelines in principle but the guidelines will be circulated to the Satellite Adviser and the Satellite Advisory Panel members to allow their comments and suggestions to be included in the guidelines. Comments to be sent to the Vice President on or before 1 December 2015. The Council will review the effect of the guidelines to determine if other procedural changes need to be implemented.

6.2.5. The Vice President reported on his attendance at the ITU Symposium and Workshop on Small Satellite Regulation and Communication Systems held in Prague, Czech Republic, 2-4 March 2015.

6.3. The report of EMC Adviser Christian M. Verholt, OZ8CY was received and reviewed. The report set out the activities of the EMC Adviser related to the recently completed CISPR meeting. The Council determined to phase out the position of EMC Adviser as the IRU also has an IARU EMC Coordinator. The Council welcomed the more pro-active role in CISPR proceedings which had evolved recently.

6.4. The Administrative Council reviewed the report of IARU International Coordinator for Emergency Communications Hans Zimmermann, F5VKP/HB9AQS. His report discusses the role of the Regional Emergency Coordinators in working with national societies in preparedness, response and mitigation in telecommunication emergencies. He proposes the Council find a way for the Regional Emergency Coordinators to meet at least annually. He commented upon the ITU Emergency Telecommunications Handbook update and the unfinished work of the ITU to have an on-line toolkit dealing with emergency telecommunications. He mentioned the preparations for a display of amateur radio emergency telecommunications capacity at the upcoming WRC-15. The Council suggested that the regional emergency coordinators explore the possibility of virtual meetings such as Skype conferences to discuss issues of common concern among the emergency coordinators in order to determine if in-person meetings are warranted and to define the objectives of such a meeting. The Council suggested the International Coordinator should coordinate and participate in any such virtual meetings.

6.5. The Council reviewed the written report from Thilo Kootz, DL9KCE, the IARU EMC Coordinator. His report outlines his activities since the last Council meeting. There is now increased attention to the activities of CISPR. All relevant papers and proceedings are reviewed to determine if any topic impacts the amateur radio service. Individuals in various member-societies now receive IARU comments in CISPR proceedings so that these individuals can attempt to influence their own national standardization organizations to account for IARU positions on EMC matters. The Council was pleased to see increased participation by member-societies in their national standardization organizations.

## 7. ITU and related issues

### 7.1. ITU Radiocommunication Sector (ITU-R)

#### 7.1.1. ITU SG and WP Meetings

7.1.1.1. ITU-R WP5A. Vice President Garpestad's detailed written report outlines the work of ITU-R Working Parties 5, which deals with issues of relevance to the amateur and amateur satellite services. His written report discussed the two WP5 and SG5 meetings since the last Council meeting and the progress of Agenda Item 1.4 (5 MHz) and other amateur related agenda items. Agenda item 1.4 proposes a secondary allocation to the amateur radio service in the range of 5.250-5.450 MHz to better serve the needs of Public Protection and Disaster-Relief communications. His report details the progress of work at the November 2014 and July 2015 WP5 meetings. Mr. Garpestad outlined the work in November 2014 of completing and finalizing the "Sharing and Compatibility Report" which is fundamental to achieving a new amateur allocation at 5,300 kHz. The sharing report covers studies undertaken by various administrations with the IARU to assess the sharing opportunities with incumbent services and the adjacent services in that portion of the spectrum. Another completed task was the finalizing of a guide to documents and regulations relevant to the amateur radio services.

7.1.1.2. ITU-R CPM-15-2. Vice President Garpestad presented a report on the CPM-15-2 meeting in March, 2015. This conference preparatory meeting (CPM) finalized the text for methods to satisfy the agenda items on the WRC-15 which will take place in November, 2015. The report outlined each of the agenda items of interest to amateur radio and the methods to satisfy the agenda item. Of particular interest are the various methods to satisfy agenda item 1.4 (amateur radio allocation at 5,300 kHz). In addition to the No Change method, the CPM report identified 4 methods in favor of a secondary allocation, including an allocation of 5.275-5.450 MHz, an allocation of 5.350-5.450 MHz, an allocation of an undefined segment (15 kHz) and an allocation of an unspecified number of discrete channels.

7.1.1.3. ITU-R SG1 and WP1ABC. The Council reviewed the report of Ian Greenshields, G4FSU, IARU Expert Consultant. His report discussed the activities of ITU-R SG1 and WP1ABC since the last Council meeting. The report outlined the major subjects of discussion in this Study Group and Working Party including, a) PLT and Smart Grids, b) Wireless Power Transfer (WPT) and the power

levels involved in proximity to certain amateur radio bands and c) Short Range Devices (SRDs). Mr. Greenshields outlined recommendations to be taken in these areas of concern to mitigate any impact to amateur radio. It was noted that the Japanese administration has a proposal for an agenda item for WRC-19 related to FS and MS bands above 275 GHz.

7.1.1.4. ITU-R WP7B. Mr. Hans Blondeel Timmerman PB2T submitted a report on his activities in representing IARU at WP7B meetings that relate to satellite issues. The meeting finalized the Report ITU-R SA.2348-0. Current practice and procedures for notifying space networks currently applicable to nanosatellites and picosatellites. Experimental satellites were discussed at the meeting but the issue remains unresolved as to what spectrum such satellites should use.

## 7.2. WRC-15 – 2-27 November 2015, Geneva, Switzerland

7.2.1. IARU WRC-15 Positions. The Secretary presented a report on the previous discussions and positions taken by the Council on Agenda Items on the WRC-15 agenda. A lengthy discussion took place related to overall strategy during WRC-15 and specifically how the IARU WRC-15 should deal with the administrations advocating NOC on agenda item 1.4. The regional telecommunications organization various positions on 1.4 were examined and methods of reconciling the various views on that agenda item were discussed.

7.2.1.1. Regional Telecommunication Organizations and WRC-15 Agenda Items. Vice President Garpestad submitted a report on his attendance at the 3<sup>rd</sup> ITU Inter-Regional Workshop for WRC-15 Preparation. His report and accompanying PowerPoint presentation outlined the various regional approaches to satisfying the WRC-15 agenda items. Vice President Garpestad gave a comprehensive review

7.2.2. WRC-15 Team. President Ellam announced the final composition of the IARU WRC-15 Team that will be present at the WRC and the roles each member of the team will undertake were discussed and confirmed.

7.2.3. Future WRC Agenda Items. The Secretary submitted a report on the Council's earlier decisions on future WRC agenda items. The Vice President presented a report on future agenda items and a lengthy discussion took place to prioritize the future agenda items that IARU would pursue. It was determined that gaining an allocation throughout Region 1 within the 50-54 MHz range was the highest priority for an upcoming WRC. Harmonizing the 1800-2000 kHz amateur band worldwide is also high on the priority list of future agenda items. Since these two possible agenda items relate to Region 1, it is important that a certain degree of support also be generated within the other regions in order for the items to be accepted as WRC agenda items. It is also anticipated that a significant effort by IARU will be needed in preparation for WRC-19 to defend the amateur allocations between 137 and 960 MHz in light of the pressure for spectrum allocations for small satellites. The Council virtual meeting in early 2016 should involve establishing a

team of key players working in a coordinated way towards WRC-19 and any amateur radio related items on the WRC-19 agenda.

7.3. ITU Development Sector (ITU-D). The Council reviewed the report of Secretary Stafford related to the activities of the ITU Development Sector. The Secretary's report outlined attendance at two ITU-D Study Group 2 meetings since the last Council meeting and attendance at the Telecommunication Development Advisory Group (TDAG). The report notes that the emergency telecommunication topic covered in Study Group 2 meetings gives the IARU an opportunity to keep the topic of amateur radio's role in emergency telecommunications in the minds of the administrations when it comes to disaster planning, response and mitigation. The September 2015 SG2 meeting provided an opportunity to submit a contribution inviting the SG to establish a policy that the Development sector of ITU should encourage administrations, especially developing countries and small island developing states, to promote amateur radio as a resource to administrations in the process of emergency communication preparedness, response and mitigation. The contribution was discussed and adopted by the study group.

7.3.1. ITU-D Smart Sustainable Development Model (SSDM). The President updated the council on the actions of the Board of the ITU's Smart Sustainable Development Module of which the IARU is a founding member. The Board recently released its final report which contains a number of references to the amateur radio services and the role they play in emergency communications. A copy of the report can be found at:  
[http://www.itu.int/en/ITU-D/Initiatives/SSDM/Documents/SmartSustainableDevelopmentModel\\_Report2015.pdf](http://www.itu.int/en/ITU-D/Initiatives/SSDM/Documents/SmartSustainableDevelopmentModel_Report2015.pdf)

#### 7.4. ITU Telecoms

7.4.1. ITU Telecom World. President Ellam reported on his attendance at ITU Telecom World 2014 in Doha, Qatar in December. He made two presentations, one related to emergency communications and the other on non-amateur related matters. Telecom World 2015 is being held around the same time as the 2015 Council meeting so no attendance has been planned for this year.

7.5. ITU Council. President Ellam presented a report on ITU Council meetings. Based upon the announced agenda, no IARU representative attended the 2015 Council meeting. Bob Jones, VE7RWJ, is a volunteer monitoring the activities of the ITU Council and will alert IARU to any amateur radio related issues that may be dealt with at a Council meeting. Attendance at Council in 2016 will be largely dependent on his report and advice.

7.6. ITU Academy/SMTP. President Ellam outlined IARU participation and contributions to the ITU Spectrum Management Training Program. It is unclear at this point whether a fully implemented Academy/SMTP will be an effective substitute for the Amateur Radio Administration Courses previously co-sponsored by IARU and the ITU.

7.7. ITU Plenipotentiary Conference (PP-14). Secretary Stafford reported on the PP-14 held in Busan, Republic of Korea, in October-November, 2014. VE7RWJ is also monitoring the issues that will be dealt with at PP-18 and will keep the Council advised of any amateur radio related issues on the PP-18 agenda.

7.8. Reports from Volunteer Meeting Monitors. No reports were submitted as the individuals have just recently been appointed to monitor meetings that are not attended by IARU.

## 8. Strategic planning

8.1. The Plan for the Development of Support for Amateur Radio Frequency Allocations 2012-2017 was reviewed by the Council. Council members were invited to submit any updates or changes that should be added to the Plan. The plan will need to be extensively revised after WRC-15.

8.2. The IARU Action Plan for the Development of Support for Amateur Radio Frequency Allocations 2015-2016 was reviewed and revised. Additional ITU meetings will be added to the Plan when such meetings details are available. The individuals attending some of the ITU meetings during 2016 will be determined at a later date. IARU participation may be needed for additional ITU related meetings during 2016 as circumstances may determine.

8.3. Mr. Garpestad presented the written report of the Future Spectrum Committee (FSC). In the report Mr. Garpestad noted updates and amendments to the original FSC report. In the future, a summary update will be provided to the Council. Each of the regions shall identify a knowledgeable person to work with Mr. Garpestad to keep the Council advised of future spectrum related issues in the bands above 148 MHz.

## 9. ITU and regulatory/spectrum defense matters not previously discussed

9.1. The November, 2014 version of the IARU Spectrum Requirements document was reviewed, discussed and some minor changes were made to the document. A more extensive revision will be required after WRC-15. It was observed that national societies commonly use the Spectrum Requirement document in discussing spectrum issues with their national administrations.

9.2. 23 cm Band ATV Interference with Galileo GPS System. At the 2014 Council meeting, Vice President brought to the Council's attention an instance of amateur TV interference to the Galileo GPS System. Several recommendations from the Region 1 Conference in Bulgaria in 2014 were developed to encourage the switch from broadband analogue to more narrowband digital ATV systems as well as to reduce the number of ATV repeaters in this band.

## 10. Operational and administrative matters

### 10.1. Relations with Member-Societies.

10.1.1. Revote on Kosovo MS (SHRAK) Admission. The Secretary reported on the circumstances leading to a revote by member-societies on the admission of SHRAK as an IARU member-society.

10.1.2. Application of Libyan Amateur Radio Association for IARU membership. Region1 has received an application for membership from LARA. The Council expressed concern that LARA represents only a small portion of the country of Libya and that LARA may not qualify under the IARU constitutional provision requiring a member-society to represent the whole country. Mr. Beattie asked for the application's processing to be deferred while he reviewed it further.

10.1.3. Member-Society Issues. No action was requested by any regional organization and no action was taken by the Council.

10.2. IARU Expert Consultants and Technical Representatives. President Ellam presented a report that discussed the major roles in the ITU process by a number of the current IARU volunteers and stressed the need for succession planning for the IARU Consultants and Representatives. Mr. Ellam urged the regional organizations to recommend individuals to the Council who have the background and capabilities to assist the IARU in its work with ITU and the regional telecommunication organizations.

10.3. Budgets. The 2014 and 2015 budgets and actual expenses were reviewed and discussed. The 2016-2018 budgets were reviewed, discussed and approved. As a part of the discussion Mr. Sumner outlined the reasons for budget adjustments among the three planning period years and the anticipated yearly contribution by the International Secretariat.

#### 10.4. IARU World Amateur Radio Day (WARD).

10.4.1. World Amateur Radio Day. The Council voted to have a continuing theme for each WARD instead of a different theme each year. The theme adopted is "Celebrating Amateur Radio's Contribution to Society." It was determined that if a special theme seemed appropriate for any given year in the future then a special theme for that year could be adopted by the Council.

10.4.2. IS Support for WARD. Secretary Stafford commented that display materials prepared by IS staff were used by a number of groups in setting up public displays of amateur radio during WARD in 2015. The Council asked the Secretary to work with IS staff to provide display materials that can be used each year, including a logo, for such groups celebrating WARD events and to make such materials available for download from the IARU web site.

10.5. IARU Handbook. Mr. Ellam reported on the status of the IARU Representative Handbook. The project has evolved into a web-based interactive document with internal and external links to relevant material. A draft handbook has been circulated. President Ellam urged Council members and IARU volunteers to forward any comments or suggestions on the draft document to him before the end of 2015 so the project can be completed. Input is still needed regarding the regional

organizations as it pertains to work being conducted at the various regional telecommunication organizations such as CEPT, CITELE and APT.

10.6. Council Actions since last in person meeting. The Council ratified the revoting process on the admission of the society in Kosovo (SHRAK) for admission as a member-society in IARU.

10.7. IARU Emergency Telecommunications Guide. Secretary Stafford reported that the IARU Emergency Telecommunications Guide was placed on the IARU web site in early 2015 and that he has received some suggestions for additions to the Guide. A revision will be prepared in early 2016 incorporating the suggested changes.

10.8. IARU Member-Society Relations Project Team report. The Committee reported on its work to date and the Council determined the next step is to draft proposed revisions to the constitution and by-laws to introduce some degree of flexibility in dealing with second societies. Any revision will require approval of the member-societies. Recommendations from the committee to the Council at the virtual meeting in early 2016.

10.9. Amateur Radio Administration Course (ARAC). No ARAC is currently planned for 2016.

10.10. The Council reviewed the IARU Michael J. Owen VK3KI Award. A recipient of the award may be named from time to time and the award is restricted to those individuals who perform above and beyond their volunteer roles either for a specific task or for long standing involvement on behalf of IARU. The nominations process was discussed by the Council. Any nominations for the award, along with any written supporting information or material, should be sent to the IARU Secretary at least 30 days prior to the next Council meeting and the nominations will be forwarded to the Council for consideration.

10.11. ITU SG and WP Meeting Monitoring. The Secretary reported that two volunteer meeting monitors had been appointed in mid-2015. Bob Jones, VE7RWJ, has been appointed to monitor ITU Council, ITU Plenipotentiary Conferences, the RRB and Council Working Group meetings. Ken Garg, W3JK has taken up the task of monitoring the proceedings of ITU-R SG3 "Propagation." The President may appoint more meeting monitors after WRC-15 when the WRC-19 agenda is known.

10.12. Issues Arising from Region 3 Conference. Region 3 Chairman Mr. Madhavan reported that at the present time he knew of no issues that may arise during the Region 3 Conference that would require Council action.

10.13. Standardization or Branding of IARU Materials. A group was established to investigate IARU branding or standardization issues and opportunities such as standardized business cards, stationary, PowerPoint presentation templates and web site templates. The group may also discuss and recommend certain actions for the more effective operation of IARU. Each of the regions shall designate a

person within the next 30 days to work with an IS staff member and report to the Council no later than 1 March 2016.

10.14. Succession Planning for IARU Experts and Coordinators. President Ellam stressed the need for succession planning for IARU volunteers. Current volunteers should actively search for and identify individuals who can be trained to replace current volunteers when needed. Regional organizations were urged to identify potential qualified individuals who are willing to become IARU volunteers and who have the special skill set needed to represent IARU at international meetings.

10.15. Monitoring Amateur Radio Operator Statistics. It was determined that the International Secretariat and the Secretary shall work with the regional organizations to determine the number of amateur radio operators worldwide. Mr. Beattie and Mr. Sumner will develop the guidelines to be used in gathering the information from the member-societies. Information gathering is to begin in early 2016.

10.16. Support for Amateur Radio Antennas. In view of the pervasive local restrictions on amateur radio antenna support systems in many countries around the world, the Council adopted IARU Resolution 15-1 entitled, "Support for Amateur Radio Antennas." A copy of the resolution is attached as Annex 2.

10.17. International Roaming. The Council discussed the possibility of bringing CEPT Rec. T/R 61-01 and IARP into harmonization in order to facilitate international roaming benefits for amateur radio operators. It was observed that the basis for the CEPT requirements and IARP requirements are entirely different and may not easily be reconciled. Mr. Beattie mentioned that in the meantime, the ERO is exploring ways to expand international roaming including establishing bilateral agreements with non-CEPT countries. Unless new information is forthcoming there appears to be no more general way forward on this issue.

10.18. No other operational and administrative matters were discussed.

11. Review of IARU Resolutions and Policies. The Secretary reported that there were no recommended changes to the Resolutions and Policies except changes that are required by actions taken by the Council at this meeting.

12. Any other business. The Council reviewed Resolution 85-9 related to QSL Bureaus. The AC discussed the environmental impact and burden on the international QSL Bureau system of unsolicited and unwanted QSL cards and will revisit the issue at a future meeting.

13. Determination of place and dates of next meeting of Council. The next scheduled in-person meeting of the Council will be in the vicinity of Viña del Mar, Chile on 7-8 October 2016.

14. After closing comments by each participant the meeting was adjourned at 1500 local time Saturday, 10 October 2015. The news release prepared detailing actions taken at this meeting of the Council is attached hereto as Annex 3.

IARU Administrative Council

Bali, Indonesia 2015

Respectfully submitted,

Rod Stafford, W6ROD

IARU Secretary  
13 October 2015

## **Annex 1**

### **IARU Satellite Adviser (Adopted 1995; Amended 2001, revised 2015)**

*General:*

A co-ordination and advisory role requiring technical knowledge related to satellites, good interpersonal skills and a results-orientated outlook.

*Function:*

To handle the IARU Satellite Frequency Coordination according to separate guidelines.

To keep the Administrative Council informed on all technical and operational aspects of the amateur satellite service, and to provide advice and assistance to enable the Council to adopt appropriate policies, and also to better inform the satellite community of the IARU.

*Appointment:*

The IARU Satellite Adviser shall be appointed by the Administrative Council. The term shall be three years. At the meeting of the Administrative Council corresponding to the expiration of the term, the Council may or may not reconfirm the position, its terms of reference, and the appointment thereto.

The AC may also appoint a Deputy to the Advisor in order to assist in the work. The term for such a position shall follow that of the Satellite Advisor.

*Tasks:*

Represent generally the IARU to the satellite community and the various amateur satellite organisations.

Perform the IARU Satellite Frequency Coordination according to separate guidelines and ensure that status of all co-ordinations are available or linked to from the IARU WEB ([www.iaru.org](http://www.iaru.org)).

To maintain a database of coordination requests and coordination letters

Be available to attend such meetings of the satellite community as appropriate.

To consult with and liaise with the satellite Community as appropriate.

At the request of the Administrative Council, provide technical and operational advice to assist the representation of the amateur satellite service to the ITU.

Report to the Administrative Council, providing information as to all developments in the satellite area, including all planned amateur satellites.

To appoint any assistants that may be required.

## **Annex 2**

### **RESOLUTION 15-1**

*Concerning amateur radio antennas*

The IARU Administrative Council 2015, Bali, Indonesia,

*recognising* that the Amateur Services are radio services defined in the Radio Regulations of the International Telecommunication Union

*recognising* that amateur radio communication plays an important role in today's society, including from time to time, assisting in disaster relief communications and is an activity not for pecuniary gain

*recognising* that an antenna forms an integral part of any radio communications system, including an amateur radio system

*recognising* that measures exist in most countries to guide and approve infrastructure and housing development

*resolves:*

that Member Societies of the IARU should:

- use their efforts to encourage their national governments to recognise the importance of the Amateur Radio Service and an amateur radio antenna
- advocate for planning and development regulations that properly recognise the importance of an amateur radio antenna and do not place undue restrictions on erection of antennas
- discourage charges for the use of an amateur antenna, particularly in view of the non-pecuniary nature of amateur radio and its popularity in the student and senior communities.

**Annex 3**

**NEWS RELEASE**  
**International Amateur Radio Union**  
**P.O. Box 310905**  
**Newington, CT 06131-0905 USA**  
**Email: secretary @ iaru.org**  
**www.iau.org**

12 October 2015

For immediate release

**IARU Administrative Council Stresses Importance of  
Antenna Systems for Amateur Radio**

The Administrative Council (AC) of the International Amateur Radio Union (IARU) held its annual meeting on 9 & 10 October 2015 in Bali, Indonesia in association with the IARU Region 3 Conference. The AC is responsible for the policy and management of the IARU and consists of the three IARU international officers and two representatives from each of the three IARU regional organizations.

Here is a summary of the discussions and actions.

Recognizing that an antenna is an integral part of any radiocommunications system, the AC adopted a new Resolution which urges IARU Member Societies to use their efforts to encourage their national governments to recognise the importance of the Amateur Radio Service and an amateur radio antenna; to advocate for planning and development regulations that properly recognise the importance of an amateur radio antenna and do not place undue restrictions on erection of antennas; and to discourage fees for the use of an amateur antenna, particularly in view of the non-pecuniary nature of amateur radio and its popularity in the student and senior communities.

The AC completed preparations for the representation of amateur radio at the World Radiocommunication Conference to be held in Geneva during November 2015. The final composition of the IARU WRC-15 team was confirmed. The IARU positions and strategies for each of the WRC-15 agenda items that may impact amateur radio were reviewed, including proposals for a secondary amateur allocation near 5.3 MHz. Possible future agenda items for the next WRC, anticipated in 2019, include an amateur allocation at 50 MHz in Region 1 and global harmonization of the 1800 – 2000 kHz allocation. It is anticipated that a significant effort by IARU will be needed in preparation for WRC-19 to defend the amateur allocations between 137 and 960 MHz in light of the pressure for spectrum for small non-amateur satellites. Close coordination of regional efforts will be required.

The growing demand for coordination of satellites in the amateur bands led the AC to adopt revised Terms of Reference for the IARU Satellite Adviser and to agree in principle to new guidelines for satellite coordination. A Deputy Satellite Adviser has been appointed to assist with the work.

The AC agreed that a more proactive approach is needed to international standards bodies in order to achieve IARU objectives to reduce radio spectrum pollution from unwanted radio frequency emissions.

The President updated the AC on the actions of the Board of the ITU's Smart Sustainable Development Model of which the IARU is a founding member. The Board recently released its final report which contains a number of references to the amateur services and the role they play in emergency communications. A copy of the report can be found at the ITU website: <http://www.itu.int>.

The IARU Member-Society Relations Project Team reported on its work to date. The AC determined that the next step is to draft possible revisions to the IARU Constitution and By-Laws to introduce some degree of flexibility in dealing with second societies. Any revision will require approval of the Member Societies.

A group consisting of a representative of each regional organization was established to work with a member of the International Secretariat (IS) staff to recommend how to create a more consistent image and clearer expression of the mission of the IARU.

The strategic plan for the development of support for amateur radio frequency allocations and the 2014 version of the IARU Spectrum Requirements working document were reviewed and updated. Further updating will be required after WRC-15.

The AC received the report of the International Beacon Project, which included some thoughts on how the beacon system might be combined with other means of assessing HF propagation in real time. The AC will consider the implications of the technological advances that have occurred in this field in recent years.

In a departure from recent practice, the AC decided to adopt a continuing theme for the annual World Amateur Day of "Celebrating Amateur Radio's Contribution to Society." If appropriate in future, a special theme may be adopted for any given year.

The budget for the years 2016-2018 as presented by the IS was reviewed and adopted. The budget is based upon anticipated financial contributions from the three regional organizations to defray a portion of the expenses, in accordance with previously adopted policy.

A plan to collect consistent data on amateur radio licensing from Member Societies was formulated and agreed.

The AC discussed the environmental impact and burden on the international QSL Bureau system of unsolicited and unwanted QSL cards and will revisit the issue at a future meeting.

Attending the meeting were IARU President Tim Ellam, VE6SH/G4HUA; Vice President Ole Garpestad, LA2RR; Secretary Rod Stafford, W6ROD; regional representatives Don Beattie, G3BJ, Faisal Al-Ajmi, 9K2RR, Reinaldo Leandro, YV5AM, José Arturo Molina, YS1MS, Gopal Madhavan, VU2GMN, Shizuo Endo, JE1MUI and recording secretary David Sumner, K1ZZ. Also present as observers were Jay Bellows, K0QB, from Region 2 and Wisnu Widjaja, YB0AZ and Ken Yamamoto, JA1CJP, from Region 3.

It was determined that a virtual meeting will be held early in 2016. The next scheduled in-person meeting of the AC will be held in the vicinity of Viña del Mar, Chile, in October 2016 in conjunction with the IARU Region 2 Conference.

-end-