

**SUMMARY RECORD
ADMINISTRATIVE COUNCIL
INTERNATIONAL AMATEUR RADIO UNION
Meeting in Port of Spain, Trinidad & Tobago
2-4 October 2004**

1. The twenty-fifth meeting of the Administrative Council of the International Amateur Radio Union convened at 1400 local time Saturday, 2 October 2004 at the Crowne Plaza Hotel, Port of Spain, Trinidad & Tobago, with President Larry E. Price, W4RA, in the Chair. Also present were the following members: Tim Ellam, VE6SH, Vice President; David Sumner, K1ZZ, Secretary; Ole Garpestad, LA2RR, Chairman, and Don Beattie, G3BJ, Secretary, IARU Region 1; Pedro Seidemann, YV5BPG, President, and Rod Stafford, W6ROD, Secretary, IARU Region 2; and Peter Naish, VK2BPN, Chairman, and Yoshiji Sekido, JJ1OEY, Director, IARU Region 3. At the invitation of the Council, Region 1 Executive Committee member Panayot Danev, LZ1US, and Region 2 Treasurer Noel Donawa, 9Y4NED, were also present. Paul Rinaldo, W4RI, was present as recording secretary on behalf of the International Secretariat.

2. Mr. Price noted that Mr. Ellam was present in his new capacity as Vice President of the IARU and Mr. Stafford in his new capacity as President-elect of IARU Region 2. Mr. Garpestad introduced Mr. Danev, who was attending his first meeting of the Council. A moment of silence was observed for radio amateurs who had passed away since the previous meeting.

3. The following agenda for the meeting was adopted:

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1. Opening of meeting by the President
 2. Introduction of all present and Moment of Silence
 3. Approval of Agenda of meeting
 4. Reports of the officers
 - 4.1 Report of the President
 - 4.2 Report of the Vice President
 - 4.3 Report of the Secretary
 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 Monitoring System
 - 6.2 IARU Beacon Project Coordinator
 - 6.3 IARU Satellite Adviser
 - 6.4 IARU EMC Adviser
 - 6.5 IARU Disaster Communications Adviser
 - 6.6 Reappointment of coordinators and advisers
 7. Strategic planning
 - 7.1 Report on strategic planning
 - 7.2 Strategic Plan for the Development of Support for Amateur Radio 2004-2007
 - 7.3 Action Plan
 8. ITU and related issues
 - 8.1 ITU policy and relationships

- 8.1.1 ITU Council
- 8.1.2 World Summit on the Information Society

- 8.2 ITU Radiocommunication Sector (ITU-R)
 - 8.2.1 Radiocommunication Advisory Group (RAG)
 - 8.2.2 Study Group 8 and Working Party 8A
 - 8.2.3 Working Party 6E
 - 8.2.4 Working Party 9C
 - 8.2.5 Study Group 1, its Working Parties and Task Groups
 - 8.2.6 IARU positions on WRC-07 agenda items

- 8.3 ITU Development Sector (ITU-D)

- 8.4 ITU meeting schedule and IARU participation

- 8.4.1 Remainder of 2004
 - 8.4.2 2005

- 9. Telecoms

- 9.1 Telecom World 2003, Geneva, 12-18 October, and Telecom World 2006
 - 9.2 ITU Telecom Africa 2004, Cairo, 4-8 May
 - 9.3 ITU Telecom Asia 2004, Busan, Rep. of Korea, 7-11 September

- 10. ITU and regulatory/spectrum defense matters not previously discussed

- 10.1 Review and proposed editorial revision of spectrum requirements for the Amateur and Amateur-Satellite Services
 - 10.2 Any other

- 11. Operational and administrative matters

- 11.1 2005-2007 budget and review of 2003 and 2004 budgets
 - 11.2 Other operational and administrative matters
 - 11.2.1 Member Society issues in Region 1
 - 11.2.2 Memorial for amateurs killed in humanitarian service

- 12. Other business

- 12.1 Review of Resolutions and Policies -- International Secretariat
 - 12.2 Theme for World Amateur Radio Day 2005
 - 12.3 Any other business

- 13. Determination of date and place of next meeting of Council

- 14. Drafting and approval of news release covering meeting, and adjournment

- 4. Reports of the officers

4.1 Supplementing his written report, Mr. Price noted that he has delegated to Mr. Ellam the role of liaison to the ITU Development Sector and attended recent Study Group meetings with him to ensure a smooth transition. Mr. Price observed that the IARU is overdue for an introspective examination of its structure and asked that the Administrative Council task the officers with developing an initial outline to serve as a starting point for a small committee to be created later.

4.2. Vice President Ellam also briefly supplemented his written report, describing his activities since assuming the position of Vice President in May and highlighting his attendance at the meeting of the IARU Region 3 Directors in August.

4.3. Mr. Sumner reported on his activity as Secretary since the previous meeting. One pending item is the distribution to member-societies of an explanation of the recommended changes in domestic regulations to conform to the Article 25 revisions adopted at the 2003 World Radiocommunication Conference. He distributed a draft and requested feedback at the earliest opportunity.

5. Reports from the regional organizations

5.1. Mr. Garpestad reported that the finances of Region 1 are much improved. Region 1 is active in CEPT preparations for WRC-07. The Power Line Telecommunications (Broadband over Power Lines) issue has become more political in Europe. Defining subbands in the Region 1 band plans by bandwidth rather than by mode of emission continues to be discussed. The 2005 Region 1 Conference in Davos, Switzerland will begin on 11 September and conclude on 15 September.

Mr. Beattie continued, noting that Region 1 has 90 member-societies and has been approached by three additional potential applicants. Some issues concerning member-societies were on the agenda for later discussion.

5.2. Mr. Seidemann asked that the Region 2 report be postponed until the following morning so that the report can fully reflect the just-concluded Region 2 Conference.

5.3. Mr. Naish reported on behalf of Region 3. Its most recent conference was delayed by the SARS epidemic but finally was held in Taipei in February. Region 3 is maintaining strong representation in the Asia-Pacific Telecommunity in the aftermath of WRC-03 and in anticipation of WRC-07. The Region 3 Directors met in Tokyo in August and were glad to be joined by representatives from Regions 1 and 2 as well as by Vice President Ellam. An Amateur Radio Administration course was successfully held in Tehran by Fred Johnson, ZL2AMJ, and Daniel Lamoureux, VE2KA; Region 3 acknowledged assistance with course material from the International Secretariat. The only recent application for IARU membership came from a territory of the United States and was rejected as inappropriate since the ARRL represents the territory within the IARU.

6. Reports of International Coordinators and Advisers

6.1. The written report of IARU Monitoring System International Coordinator Bob Knowles, ZL1BAD, was received with thanks. CB-style operation in Indonesia is spreading more and more into amateur bands, causing interference to amateurs in all three regions; complaints to the Indonesian administration from other administrations are needed. CODAR HF radar is causing interference to amateurs in the 24-MHz band; Mr. Knowles requested that the International Secretariat write to the company that supplies the transmitters to remind them of the exclusive nature of the amateur band.

6.2. The written report of IARU Beacon Project Coordinator Peter Jennings, AB6WM, was received with thanks. Mr. Jennings requested funding for the project in the amount of \$2,000 to underwrite equipment maintenance expenses.

6.3. The written report of Satellite Adviser Hans van de Groenendaal, ZS6AKV, was received with thanks. Mr. van de Groenendaal requested a change in title to Chairman (or Convenor) of the IARU Satellite Advisory Panel. After discussion it was determined that the present title better describes the relationship of the position to the Administrative Council. The Satellite Adviser and his Advisory Panel have requested that each IARU Region circulate a supplied memorandum to member-societies to enlist their active support of satellite frequency coordination. Mr. Stafford noted that the Region 2 Conference already had acted favorably on this request.

6.4. The written report of EMC Adviser Christian Verholt, OZ8CY, was received with thanks. The 2003 CISPR Annual Meeting was held in late September in Jeju, Republic of Korea. Awareness in CISPR of the potential problems related to Power Line Telecommunications is growing, but not enough voices are

being raised in defense of radio services. A report on the 2004 Annual Meeting is expected to be received shortly.

6.5. No written report was expected or received from newly appointed Disaster Communications Adviser Hans Zimmermann, HB9AQS, who has just begun his work. The ITU Development Sector is planning a new edition of the Disaster Communications Handbook; Mr. Zimmermann has completed a draft of the Amateur Services chapter. The term of his appointment is until 2007.

6.6. IARU Monitoring System Coordinator Knowles, Beacon Project Coordinator Jennings, Satellite Adviser van de Groenendaal, and EMC Adviser Verholt were reappointed for the term 2004-2007. It was noted that Mr. Knowles has given notice of his intention to retire effective from the date of the Region 1 Conference in 2005.

7. Consideration of strategic planning was postponed until the following morning.

8. ITU and related issues

8.1. ITU policy and relationships

8.1.1. The ITU Council is made up of 46 Member States elected by the ITU membership. It exercises authority between Plenipotentiary Conferences. The most recent meeting, 9-18 June 2004, attracted 247 delegates representing the elected Member States and an additional 37 participants from observer Member States. ITU Sector Members are not permitted to observe Council meetings, but this is expected to change in the future. The Council sets the agendas of World Radiocommunication Conferences, so its work is of some interest to the IARU. The next meeting is scheduled for 12-22 July 2005.

8.1.2. The first session of the World Summit on the Information Society (WSIS) was held in Geneva in December 2003. The ITU has the responsibility for organizing, managing and arranging the WSIS, which responds to a Resolution of the United Nations General Assembly. The second and final session will be held in Tunis in November 2005. Plans are underway for a demonstration of amateur radio organized by the member-society for Tunisia with assistance from Region 1 and the International Secretariat.

8.2. ITU Radiocommunication Sector (ITU-R)

8.2.1. There has been no meeting of the Radiocommunication Advisory Group (RAG) since WRC-03. One is scheduled for 22-26 November; Mr. Price will attend for the IARU.

8.2.2. IARU activity in Study Group 8 and Working Party 8A was reviewed briefly. A meeting of WP 8A was held 6-16 September; the meeting report was distributed on 21 September but was not received by most Council members prior to their departures for Port of Spain. Mr. Garpestad noted that it would have been helpful to Region 1 to have received copies of the IARU input documents at the time they were submitted; Mr. Sumner promised to try to do so in the future.

The Administrative Council adjourned for the evening at 1736 local time, reconvening at 0900 Sunday, 3 October.

5.2. Mr. Seidemann delivered the report of Region 2. Attendance at the Region 2 Conference was low, and there was much discussion about how to correct this in the future. Several member-societies are inactive and have not paid dues in several years. Other member-societies have problems with "parallel societies." The Region 2 Executive Committee drafted a strategic plan at its October 2003 meeting that was adopted by the Conference. Region 2 News is being resumed and the Web site updated. High priority is given to Region 2 participation in CITEL and the Caribbean Telecommunications Union. Recent hurricanes in the Caribbean brought many amateurs into emergency communications mode. The

Conference authorized the Region 2 Executive Committee to establish a program for amateur radio education and promotion.

7. Strategic planning

7.1. Mr. Price introduced a document entitled "Report on Strategic Planning" from the International Secretariat. Mr. Rinaldo had served as facilitator of a strategic planning workshop at the 2003 meeting of the Administrative Council in Amsterdam. The report summarized the results of those discussions and offered a draft strategic plan for the years 2004-2007 and a draft action plan for the years 2004-2005. Mr. Price noted that the draft plans address the fact that support from the Arab States and Iran was not satisfactory at WRC-03.

7.2. After extensive discussion of the draft and agreement to certain amendments, the Council adopted the "Strategic Plan for the Development of Support for Amateur Radio Frequency Allocations 2004-2007." A substantive amendment was the addition, as an objective for a future WRC agenda item, of an international allocation in Region 1 at 50 MHz. A paper submitted by Region 1 provides background for this objective.

In the course of discussion a need was identified for a concept paper discussing how telecommunications standards bodies may affect the amateur services in the future, and what the IARU response to developments in this field ought to be. The International Secretariat was asked to prepare such a paper sufficiently in advance of the next meeting of the Administrative Council that it can be studied by the three Regions prior to the meeting.

7.3. An action plan drafted by the International Secretariat to implement the strategic plan in 2004-2005 was reviewed. Because the action plan principally involves Region 1 and the International Secretariat, it was agreed that the details of implementation would be left to those two entities.

A paper submitted by Region 3 was introduced at this point. The Region 3 Directors had requested that three policy items be brought to the Administrative Council: (1) the creation of an ad hoc IARU working group to review the Constitutions and related documents of the IARU and the regional organizations and make recommendations to address any areas of ambiguity, inconsistency and simplification; (2) the study and encouragement of the use of new and emerging technologies in amateur radio; and (3) the possible need for a strategy to recognize that in some countries, spectrum policy is driven more by defense requirements than by the needs of other spectrum users including amateur radio.

With regard to the first item, after discussion it was agreed that there were really two issues: Constitutional issues relating to the "parallel society" problem that exists in all three regions, and the broader, long-range issue of how the IARU should function in the future. After further discussion it was agreed that the IARU officers are tasked to hold an in-person meeting in early 2005 with the aim of drafting a white paper to scope the environment (including but not limited to technical, political, economic and regulatory environments) and develop options for the long-term future role and structure of IARU. The white paper is to be circulated well ahead of the 2005 Administrative Council meeting. The issue of Constitutional review will be revisited at that meeting.

The Administrative Council then took up Agenda Item 8 at the point where it had left off the previous day.

8.2.3. Working Party 6E is the group responsible for ITU-R preparatory work on WRC-07 Agenda Item 1.13 with regard to Resolution 544 (WRC-03), "Identification of additional spectrum for the broadcasting service in the HF bands." Mr. Sumner and IARU Technical Representative Ken Pulfer, VE3PU, represented the IARU at the April-May 2004 meeting of WP 6E. Mr. Pulfer was named Rapporteur from WP 6E to WP 8A on Agenda Item 1.13; he is also Rapporteur from WP 8A to WP 6E and will attend the October-November 2004 meeting of WP 6E.

8.2.4. Working Party 9C is responsible for studies related to the fixed service in bands below 30 MHz and therefore has an interest in both Agenda Items 1.13 and 1.15 as well as in the work being carried out in WP 1A with regard to power line telecommunications (PLT). Mr. Pulfer is representing the IARU in WP 9C.

8.2.5. On behalf of the IARU, Mr. Pulfer attended Working Party meetings of ITU-R Study Group 1 and a meeting of SG 1 in October-November 2003 in order to share amateur concerns about PLT interference. He will also attend Working Party meetings later in October 2004. IARU Expert Consultant Peter Chadwick, G3RZP, represents the IARU in Task Group 1/8 where studies of ultra-wideband (UWB) interference issues are being conducted.

The following Resolution proposed by Region 1 was adopted:

RESOLUTION 04-1

concerning the potential interference to radio services from BPL systems

The IARU Administrative Council, Port of Spain, October 2004,

recognising that there is a significant risk of interference to radio services operating in accordance with the provisions of the ITU Radio Regulations from BPL (Broadband over Power Line) systems operating at high frequencies,

further recognising the responsibilities of nation states who are signatories to the ITU Charter, under section 15.12 of the Radio Regulations, which states:

Section II -- Interference from electrical apparatus and installations of any kind except equipment used for industrial, scientific and medical applications

15.12 §8 Administrations shall take all practicable and necessary steps to ensure that the operation of electrical apparatus or installations of any kind, including power and telecommunication distribution networks, but excluding equipment used for industrial, scientific and medical applications, does not cause harmful interference to a radiocommunication service and, in particular, to a radionavigation or any other safety service operating in accordance with the provisions of these Regulations.

noting that discussions in some standards setting bodies on BPL emission limits do not appear to be considering the obligations of member states under the ITU Radio Regulations,

resolves to urge member-societies to bring to the attention of their national administrations and national standards bodies the above obligations of the Radio Regulations at times that these administrations may be considering the matter of emission standards for BPL systems.

8.2.6. Draft IARU positions on relevant WRC-07 Agenda Items prepared by the International Secretariat were reviewed and adopted.

8.3. The IARU is a member of the ITU Development Sector (ITU-D). With the adoption by WRC-03 of revisions to Article 25 of the Radio Regulations giving specific official sanction to the role of the amateur service in emergency communications, it is appropriate for Recommendation ITU-D 13 regarding the effective utilization of the amateur services in disaster mitigation and relief operations to be modified accordingly. This process was begun at the meeting of ITU-D Study Group 2 in September 2004 and will continue in 2005.

8.4. ITU meeting schedule and IARU participation

8.4.1. Plans for IARU representation at ITU meetings and events during the remainder of 2004 were reviewed briefly.

8.4.2. Similarly, plans for IARU representation at ITU meetings and events during 2005 were also reviewed. Plans for the second half of the year are very tentative but will be firmed up as the meeting dates approach. ITU Telecom Americas 2005 is scheduled for Salvador da Bahia, Brazil, 3-6 October; Region 2 is responsible for organizing an IARU stand.

9. Telecoms

9.1. Telecom World 2003 in Geneva was smaller than recent World Telecoms. The IARU stand was a static display where there was an opportunity to meet and greet visiting officials. Construction of the stand was contracted to a private firm. The next World Telecom is scheduled for Hong Kong in December 2006.

9.2. Telecom Africa 2004 was held in Cairo in May. The IARU stand was organized by Region 1 with assistance from the Egyptian member-society.

9.3. Telecom Asia 2004 was held in Busan, Republic of Korea, in September. The IARU stand was organized by Region 3. Mr. Naish called attention to a report, with photographs, circulated by Region 3 Director Y. S. Park, HL1IFM.

10. ITU and regulatory/spectrum defense matters not previously discussed

10.1. Minor revisions proposed by the International Secretariat to the "Spectrum Requirements of the Amateur and Amateur-Satellite Services" working document were approved.

11. Operational and administrative matters

11.1. Mr. Sumner presented a three-year budget for the years 2005-2007 and a review of expenditures and regional contributions for the year 2003. The expenditures for 2003 were slightly below budget despite expenses incurred in Geneva during WRC-03 being somewhat heavier than expected because of an unfavorable exchange rate. The Council requested that the funding required for the Beacon Project (see Agenda Item 6.2) be taken from the contingency reserve for 2005.

11.2. Other operational and administrative matters

11.2.1. A paper submitted by Region 1 concerning dormant member-societies was discussed. The Secretary was asked to provide an interpretation of what it means to place the rights of a member-society "temporarily in abeyance" under Bylaw 10. He replied that such suspended member-societies do not have the right to vote or to be listed as an active member-society and would not have the right to receive routine communications from the IARU, but that IARU entities are not prohibited from communicating with a suspended member-society. Mr. Sekido observed that it is dangerous to continue to list a dormant member-society as active, since an individual could assume control and create problems.

Region 1 asked if there is a standard procedure for handling multiple requests for IARU membership on behalf of the same country, or for a separate administrative region of a country. Various scenarios that have arisen in the past were discussed. It was concluded that nearly every situation is unique and must be handled on a case-by-case basis, consistent with the rights granted to member-societies by the IARU Constitution.

The Administrative Council adjourned for the evening at 1834 local time. Owing to travel arrangements, Mr. Stafford and Mr. Danev left the meeting at this time. The remaining attendees reconvened at 0857 Monday, 4 October. Mr. Donawa assumed the seat and vote of Mr. Stafford on behalf of Region 2.

11.2.2. Mr. Ellam submitted a brief interim report on the subject of a possible memorial for radio amateurs killed while providing humanitarian aid. The issues identified so far include whether such a memorial has to be in traditional form or if it could be "web based"; the criteria for inclusion in the memorial; and the nomination process. Mr. Ellam continues to investigate and will provide a further report with a summary and recommendations.

12. Other business

12.1. The International Secretariat had performed a detailed review of the June 2004 edition of the "Resolutions and Policies of the Administrative Council," which includes the terms of reference of IARU Administrative Council appointees. The only recommendation was to change the title of the Disaster Communications Adviser to "International Coordinator for Emergency Communications" with related revisions to the terms of reference. This recommendation was adopted, for incorporation in the Resolutions and Policies working document.

12.2. After discussion of a recommendation from the International Secretariat, the theme for World Amateur Radio Day 2005, 18 April, was selected as "Radio Amateurs Expanding the World of Wireless Communications." It was observed that for the event to have any impact, a draft press release and supporting material must be provided to member-societies several months in advance.

12.3. Mr. Seidemann said that he was pleased the Administrative Council is taking a realistic approach to utilizing the limited resources that are available. Noting the difficult and rapidly changing environment facing amateur radio, he urged the continued and expanded use of electronic means to exchange information and make decisions in between Council meetings.

13. The Council agreed that the next meeting will be held in Zurich, Switzerland, beginning at 0900 Saturday, 17 September 2005 and to finish no later than dinnertime on Sunday, 18 September. Mr. Price observed that in order to finish on time, an evening session on Saturday may be required. Mr. Sumner advised that a hotel had not yet been selected but that probably it would be located near the city center.

14. It was agreed that a news release summarizing the results of the meeting would be drafted by the Secretary and made available for review later in the day.

Mr. Price noted that Mr. Seidemann was retiring as Region 2 President and that this was his last Administrative Council meeting in that capacity. He thanked Mr. Seidemann for his long friendship. Mr. Seidemann observed that he was retiring from the Region 2 Executive Committee but not from amateur radio, and he planned to remain in touch. After opportunities for closing remarks by all others present, the meeting was adjourned at 0958.

Respectfully submitted,

David Sumner, K1ZZ
Secretary