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CITEL/CI.082/20 cor.1

October 6, 2020

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- Honduras
- Jamaica
- México
- Nicaragua
- Panamá
- Paraguay
- Perú
- República Dominicana
- San Kitts y Nevis
- Santa Lucía
- San Vicente y las Granadinas
- Suriname
- Trinidad y Tobago
- Uruguay
- Venezuela

FROM: Inter-American Telecommunication Commission (CITEL)
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TO: OAS Member States and Associated Members of PCC.II

CC: OAS Permanent Missions and Permanent Observer Missions to the OAS.

SUBJECT: Roadmap for the preparations for the 36 Meeting of PCC.II – Radiocommunications.

The Secretariat of the Inter-American Telecommunication Commission of the Organization of American States (CITEL/OAS), presents its compliments and, on behalf of the Chair of the Permanent Consultative Committee II – Radiocommunications (México), has the honor to address you in relation to the preparations for the **36th Meeting of the PCC.II to be held remotely from November 30 to December 4, 2020.**

- **Important dates:**

Contributions	November 9, 2020	Translation secured
	10 – 16 November, 2020	Translation not secured
	After November 16, 2020	Documents could be send to the next PCCII meeting
Registration	http://www.oas.org/citelrs/Default.aspx?Ing=eng	
	October 22 to November 24 16:30 Washington D.C. time	<ul style="list-style-type: none"> • Only people registered will receive participation link
WG-WRC-23 meeting	October 14	<ul style="list-style-type: none"> • IAPs procedure • Previous preparation
WRC-23 rapporteur training	November 18	<ul style="list-style-type: none"> • rapporteur training
Coordination meeting	November 23 10:00 Washington D.C. time	<ul style="list-style-type: none"> • Revision of documents received • Revision of participants registered

- **Draft Agenda (Annex):** approved by resolution PCC.II / RES. 135 (XXXV-20)
- **Draft Calendar (Annex):** prepared in coordination with the chairmanship of PCC.II
- Resolution PCC.II / RES. 136 (XXXV-20), approved the **Seminar "DYNAMIC SPECTRUM MANAGEMENT: BEST PRACTICES AND NEW OPPORTUNITIES"**, expecting that the 36 meeting of PCC.II was physical. In conversations with the proposing Administration, the seminar organizer and the chairmanship of the committee, it was agreed that it is best to wait for the next PCC.II meeting (37), hoping that it will be in person.
- **Contributions.** In accordance with decision PCC.II / DEC. 190 (XXIX-17), delegations must present their contributions **before Monday, November 9, 2020** so that their translation can be made. **The translation of documents received between November 10 and 16 is not guaranteed. Documents received after Monday, November 16, 2020** may be transferred to the next PCC.II meeting. Likewise, informative documents will not have priority for translation and the CITEL Secretariat recommends sending their translation, or in the case of long documents, a summary of the document may be accepted instead of its complete translation.
- **Security in the virtual meeting:** It is respectfully requested that participants, in addition to entering their name and surname, add the country and institution they represent for their identification during the meeting. For security reasons, access will not be given to users who are not identifiable.
- **Coordination meeting.** On Monday, November 23, a week before the event, a meeting will be held only with the presidents of the working groups to present the documents received and work on the calendar of the 36 virtual meeting of PCC II.
- **Contributions for the 36 meeting of PCC.II must be placed in the CITEL Collaboration Space, within the corresponding meeting (36 PCC.II) :**
https://www.citel.oas.org/es/collaborative/pccii/36_MEX_20/Paginas/default.aspx
- **Users Guide (ANNEX):** Attached to this circular is the user's guide for registering on the platform and instructions for submitting documents / contributions. All delegates are invited to consult / download the documents of the meeting through the CITEL Collaboration Space prior to the date of the meeting. In case of any difficulty in using it, please contact CITEL at: citel@oas.org.



Oscar Giovanni León Suárez
Executive Secretary of CITEL