

**SUMMARY RECORD, ADMINISTRATIVE COUNCIL  
INTERNATIONAL AMATEUR RADIO UNION  
Meeting in Seoul, Republic of Korea  
8 and 9 September 2018**

1. The 43rd meeting of the Administrative Council (AC) of the International Amateur Radio Union was called to order at 0900 local time Saturday, 8 September 2018, at the Hotel PJ Myeong-Dong, Seoul, Republic of Korea, by IARU President Tim Ellam, VE6SH/G4HUA. Also present were the following members: Ole Garpestad, LA2RR, Vice President; David Sumner, K1ZZ, Secretary; Hans Blondeel Timmerman, PB2T, Secretary, IARU Region 1; Reinaldo Leandro, YV5AM, President and Ramón Santoyo, XE1KK, Vice President, IARU Region 2; and Gopal Madhavan, VU2GMN, Chairman, and Peter Young, VK3MV, Director, IARU Region 3. Region 1 President Don Beattie, G3BJ, was delayed in transit and was expected to arrive in the evening. Region 2 Director and Treasurer Jay Bellows, K0QB, Region 3 Secretary Ken Yamamoto, JA1CJP, and Region 3 Director Don Wallace, ZL2TLL, were present as observers.

2. A moment of silence was observed for radio amateurs and friends who have died since the previous meeting of the Administrative Council, including Mario Ambrosi, I2MQP, Ulrich Bihlmayer, DJ9KR, Kip Edwards, W6SZN, Shozo Hara, JA1AN, Jim Linton, VK3PC, Raj Singh, 3D2ER, Toni Stipanič, S53BH, Emily Thiel, P43E, Bill Tynan, W3XO, and Suzie Young, wife of VK3MV.

3. The following agenda was agreed. Mr. Ellam said that in view of Mr. Beattie's late arrival, consideration of some items would be postponed until the following day. [Secretary's Note: The Summary Record generally is organized in the order listed in the agenda and not necessarily in the order in which the items were discussed.]

1. Opening of meeting by the President
2. Introductions, meeting arrangements, remembrances
  - 2.1. Roll Call of 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
    - 4.1.1. Discussion topics
      - 4.1.1.1. Succession planning
      - 4.1.1.2. IARU finances
      - 4.1.1.3. Relevance of IARU
      - 4.1.1.4. Relevance of ITU
      - 4.1.1.5. Growth in amateur radio and perception of new amateurs
      - 4.1.1.6. QSL bureaus
  - 4.2. Report of the Vice President – Mr. Garpestad
  - 4.3. Report of the Secretary – Mr. Sumner
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 Advisors
  - 6.1. IARU Beacon Project Coordinator – Mr. Jennings
  - 6.2. Satellite Advisor – Mr. Blondeel Timmerman
  - 6.3. Emergency Communications Special Advisor – Mr. Stafford
  - 6.4. IARU EMC Coordinator - Mr. Worren
7. ITU and related issues
  - 7.1. ITU Radiocommunication Sector (ITU-R)
    - 7.1.1. Reports from ITU SG and WP Meetings
      - 7.1.1.1. ITU-R SG5/WP5A,B,C,D and TG5/1
      - 7.1.1.2. ITU-R SG1/WP1A,B,C
      - 7.1.1.3. ITU-R WP7B
  - 7.2. WRC-19 Preparations
    - 7.2.1. Status update on matrix
    - 7.2.2. Status of relevant WRC-19 Agenda items
    - 7.2.3. Status of regional telecommunications organization (RTO) preparations for WRC-19
    - 7.2.4. Review of IARU positions on WRC-19 Agenda Items
  - 7.3. ITU Development Sector (ITU-D)
    - 7.3.1. ITU-D SSDM (Smart Sustainable Development Model)
    - 7.3.2. ITU-D Study Group 2
  - 7.4. ITU Telecom World
  - 7.5. ITU Council – 2018
  - 7.6. ITU Academy/SMTP
8. Strategic planning
  - 8.1. Review of Plan for Development and Support of Amateur Radio Frequency Allocations for 2016-2020
  - 8.2. Consideration of Action Plan for 2018-2019
  - 8.3. Microwave Spectrum Update
9. ITU and regulatory/spectrum defense matters not previously discussed
  - 9.1. Review of spectrum requirements document
  - 9.2. Interference levels
  - 9.3. Other spectrum defense matters
10. Operational and administrative matters
  - 10.1. Relations with Member Societies
    - 10.1.1. Applications for IARU Membership (if any)
    - 10.1.2. Member-Society Issues
  - 10.2. Expert Consultants and Technical Representatives
  - 10.3. 2019-2021 budget and review of 2017 and 2018 budgets
  - 10.4. Completion of consultative process for nominations of IARU President and Vice President
  - 10.5. World Amateur Radio Day
  - 10.6. Amateur Radio Administration Course
  - 10.7. Michael J. Owen, VK3KI, Memorial Award
  - 10.8. IARU Diamond Awards
  - 10.9. Issues That May Arise from Region 3 Conference
  - 10.10. Standardization/Branding of IARU materials and website

- 10.11. Report on amateur radio data collection
- 10.12. Working group on propagation
- 10.13. Global Band Planning
- 10.14. Worked All Continents Certificates
- 10.15. General Data Protection Regulation (GDPR)
- 10.16. IARU agency agreement
- 10.17. 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

#### 4. Reports of the officers

4.1. Mr. Ellam referred to his written report that outlined his activities since the previous meeting with emphasis on ITU relations. The discussion topics listed on the agenda under his report will be taken up on Sunday morning.

4.2. Mr. Garpestad had arrived in Seoul earlier in the day after serving as chairman of the jury at the World ARDF Championships in Sokcho. Highlighting his written report, he commented that WRC-19 preparations seem all-consuming at times. The matrix system that sets out responsibility for the various agenda items and representation to RTOs is functioning well.

4.3. Mr. Sumner supplemented his written report as Secretary by noting that the ARRL, which serves as the IARU International Secretariat, will have a new Chief Executive Officer, Howard E. Michel, WB2ITX, effective October 15.

#### 5. Reports of the Regions

5.1. Mr. Blondeel Timmerman presented the report on behalf of Region 1. WRC-19 preparations, especially in CEPT, are requiring a great deal of attention; the principal points will be discussed later in the meeting. Youth activity in the region continues to develop well. A successful Youth on the Air (YOTA) event with participants from all three regions was held in South Africa in August.

5.2. Mr. Santoyo supplemented the report from Region 2. The Region 2 Executive Committee currently is able to work entirely in English which is very helpful. The region has adequate financial reserves and so has lowered its dues. The work of Emergency Communications Coordinator Dr. Cesar Pio Santos, HR2P, is especially appreciated by the member-societies in the region.

5.3. Mr. Madhavan and Mr. Young supplemented the written report from the Region 3 Secretary. The position of Chairman of the Region 3 Disaster Communications Committee is vacant after the death of Jim Linton, VK3PC; Greg Mossop, G0DUB, from Region 1 has been filling in. Region 3 is celebrating its 50<sup>th</sup> anniversary this year with special event stations and an operating award.

## 6. Reports of International Coordinators and Advisors

6.1. A detailed report from Beacon Project Coordinator Peter Jennings, AB6WM/VE3SUN, was reviewed. More than a dozen volunteers are involved in supporting the project in addition to the sponsors at each beacon site. As of 20 August 16 of the 18 beacons in the network were operational. A new antenna design is being developed to improve reliability.

6.2. Mr. Blondeel Timmerman presented his report as Satellite Advisor. He observed there are growing numbers of attempts to gain access to amateur spectrum by commercial interests. Coordination requests are more or less stable, with 49 received in the past year. The processing time has increased slightly to an average of 24 days. Exciting developments include the successful launch of an amateur satellite into lunar orbit and the upcoming launch of the first geostationary amateur satellite. There is growing interest in the use of the microwave bands in which the amateur services have secondary allocations.

6.3. The report of Emergency Communications Special Advisor Rod Stafford, W6ROD, was reviewed. Mr. Stafford represents the IARU in the ITU Development Sector (ITU-D). In October 2017 he attended the World Telecommunication Development Conference in Buenos Aires and so far this year has attended the Telecommunication Development Advisory Group and ITU-D Study Group 2. The ITU-D Operational Plan includes as a high priority “Assisting Member States to strengthen their capacities on disaster risk reduction, management, and emergency telecommunications, including assistance to enable Member States to address all phases of disaster management, such as early warning, response, relief, and restoration of telecommunication networks.”

6.4. The report of EMC Coordinator Tore Worren, LA9QL, was reviewed. The potential for severe interference from harmonics and other spurious emissions of Wireless Power Transfer for Electric Vehicles (WPT-EV) is a matter of great concern and is being addressed by the IARU in CISPR and the ITU. Radio spectrum pollution from a growing number of household devices is rendering the spectrum less useful for communication. It is important to document actual interference cases. Finally, Mr. Worren is in urgent need of additional assistance to handle the workload as he also serves as the IARU Region 1 EMC Working Group Chairman. These subjects were also addressed on the second day of the meeting. It was agreed that even greater effort must be made to identify qualified people who are willing to assist.

The Secretary was asked to write to each of the coordinators and advisors to express the thanks of the Administrative Council for their reports and ongoing work.

## 7. ITU and related issues

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

Mr. Garpestad noted that the meeting documentation includes reports of the meetings during the past year of ITU-R Working Parties in Study Groups 5 and 1, Task Group 5/1, and Working Party 7B. The largest portion of work on behalf of the amateur and amateur-satellite services occurs in Working Group 1 (WG1) of Working Party 5A.

Following a discussion of the burden of this work being borne by the team of IARU volunteers, Mr. Ellam was asked to raise the matter of International Secretariat staff support with the incoming ARRL CEO.

## 7.2. WRC-19 preparations

7.2.1. The matrix being used for WRC-19 preparations was updated in January. Mr. Garpestad reported that it is generally working well to organize the efforts of two dozen volunteers, with improved communication compared to the previous WRC cycle. It was agreed that more should be done to acquaint member-societies and individual radio amateurs with the valuable work that is being done on their behalf by this well-qualified and dedicated team.

7.2.2. Mr. Garpestad presented a detailed report on the status of WRC-19 agenda items relevant to the IARU. Agenda Item 1.1, a possible amateur allocation at 50-54 MHz in Region 1, requires the most attention but there are several other agenda items that are of concern.

7.2.3. Mr. Garpestad gave another detailed report on the status of WRC-19 preparations by RTOs. The report will be shared with the matrix participants.

7.2.4. [Discussed on Sunday] The Administrative Council reaffirmed its positions on WRC-19 agenda items as adopted at the previous year's meeting in Landshut. The development of a possible future agenda item to address an issue in the 23 cm band is being monitored; additional information is needed before a position can be considered.

## 7.3. ITU Development Sector (ITU-D)

7.3.1. Mr. Ellam reported on his participation on the ITU-D Smart Sustainable Development Model (SSDM) Initiative Advisory Board. He served as Chairman of the Working Group on the Volunteers for Emergency Telecommunications (VET) that produced one of the three reports that make up the recommendations of the Advisory Board. Implementation of the recommendations will depend on funding, but in the meantime the report has raised the profile of the IARU and amateur radio.

7.3.2. ITU-D Study Group 2 activity was covered under agenda item 6.3.

7.4. It was not possible for the IARU to participate in this year's ITU Telecom World because of a date conflict with this meeting of the Administrative Council and the Region 3 Conference. Future participation will be considered if the cost is reasonable relative to the benefit.

7.5. The ITU Council meets annually and acts as the governing body of the ITU in between Plenipotentiary Conferences. As a Sector member the IARU may apply for permission to attend as an observer and has been accepted every time application has been made, although it has been several years since we have done so. Currently Bob Jones, VE7RWJ, is monitoring preparations for Council meetings and Plenipotentiary Conference on our behalf. Revised criteria for fee-exempt status have been developed; the IARU qualifies under the revised criteria and has applied for renewal of its status which should be confirmed by the Plenipotentiary Conference later this year.

7.6. The IARU is a content development partner in the ITU Spectrum Management Training Program (SMTP). Mr. Ellam reported that there has been no new activity.

The meeting was in recess from 1715 local time until 0900 Sunday, 9 September. Mr. Beattie joined the meeting at that time. The day began with the discussion topics listed under agenda item 4.1.1.

#### 4.1.1.1. Succession planning

Mr. Beattie led the discussion with a PowerPoint presentation summarizing a paper distributed earlier by the Region 1 President and Secretary. In the course of discussion the following principal action items were identified:

1. Document existing personnel resources and anticipated future availability – both experts/representatives and leadership
2. Define future requirements
3. Request member-society participation in identifying potential future personnel
4. Further development of training material, especially for technical representatives
5. Determine future coordination mechanism (organize task groups by topic at global level)
6. Strengthen recognition of volunteers making significant contributions

#### 4.1.1.2. IARU finances

Mr. Ellam led the discussion with a PowerPoint presentation summarizing IARU expenditures in each recent year. The figures did not include direct expenditures by the regional organizations and member-societies; it would be useful to develop a global figure for the annual cost of supporting IARU objectives. Direct IARU funding comes exclusively from its member-societies, many of which are faced with financial pressures resulting from declining membership. Resulting action items are also related to other discussion topics.

#### 4.1.1.3. Relevance of IARU

To begin discussion, Mr. Santoyo shared feedback he had received from personal, unofficial approaches to individuals involved in member-societies. He said the IARU is perceived as performing well at the important work of defending amateur radio's interests but that information sharing should be improved, especially what other member-societies are doing.

At this point the Administrative Council moved to agenda item 10.4, completion of the consultative process for nominations of the President and Vice President for the five-year term beginning on 9 May 2019. The process was begun at the Landshut meeting and included an invitation to member-societies to identify qualified candidates for the positions, the result being that the incumbents have been asked to serve an additional, third, term. Mr. Ellam said this was a significant honor for both himself and for Mr. Garpestad although neither of them had contemplated serving more than two terms and if their nominations are ratified by the member-societies this will be their last term. Mr. Garpestad agreed. At 1030 local time Mr. Ellam and Mr. Garpestad left the room and ARRL President Rick Roderick, K5UR, joined the meeting. Mr. Roderick briefly reviewed the process by which consensus had been reached for the renomination of the incumbents and said he was glad to present this result to the Administrative Council. Mr. Ellam and Mr. Garpestad rejoined the meeting and were congratulated by the assembly, whereupon Mr. Roderick was thanked and excused.

#### 4.1.1.4. Relevance of ITU

Mr. Garpestad led the discussion of this item. More decisions affecting the radio spectrum are being made by standards organizations other than the ITU and the regional telecommunications organizations are becoming increasingly influential. While engagement with the ITU remains essential, consideration must be given to devoting more IARU resources to working through these other entities. A related concern is that regulators are not as knowledgeable about amateur radio, or indeed about radio itself, as in the past and that decisions are made on an economic rather than a technical basis.

The following action items relating to the previous three discussion topics were identified:

7. Develop white paper on the changing regulatory environment, shift in emphasis from technical to economic basis, how we should respond
8. Develop white paper on why the IARU is THE essential organization for the future of amateur radio. Primary target audience: member-societies. Secondary: individual amateurs
9. Continue efficient use of financial resources, case-by-case consideration of meeting coverage. Focus on influencing, not just monitoring

#### 4.1.1.5. Growth in amateur radio and perception of new amateurs

Mr. Young shared his research on how younger people find out about amateur radio and what they want to do, barriers to entry, and problems with how we communicate to different audiences. He has observed a greater tendency for young people to work in groups and teams than in previous generations.

While recognizing that the direct recruitment of new radio amateurs is outside the control of the IARU, the following action items were identified:

10. Identify barriers to growth that the IARU can assist member-societies in addressing. Example: clearinghouse for license/examination fee data.
11. Encourage member-societies to share successful strategies for growth.

It was agreed that the action items identified in the course of these discussions are subject to further refinement. Timelines and responsibility for the drafting of white papers are to be established.

#### 4.1.1.6. QSL bureaus

Mr. Sumner reviewed the history of the IARU QSL bureau system and earlier attempts to revise the IARU policy set out in Resolution 85-9. Several developments have impacted QSL practices in recent years and some aspects of the policy clearly are obsolete, but there is no support for simply suppressing the resolution. It was agreed that an effort would be made over the next few days to develop a suitable substitute resolution.

Consideration of the discussion topics having been concluded, the remaining agenda items

were taken in turn.

## 8. Strategic planning

8.1. Minor edits to the “Plan for the Development of Support for Amateur Radio Frequency Allocations 2016-2020” were proposed by the Secretary and accepted.

8.2. Mr. Sumner presented a draft Action Plan for the remainder of 2018 and 2019. After discussion and agreement on additional assignments the Action Plan was adopted as revised, subject to further revision by the officers as future developments may require. The President will name the IARU team to attend WRC-19 following the Conference Preparatory Meeting in February.

8.3. Mr. Garpestad thanked the three regions for providing updates to the internal document that until now has been identified as the Future Spectrum Committee Report, which covers the use of the amateur bands above 148 MHz in the three regions. It was agreed that for future updates the amateur-satellite service will be covered in a separate section, on a global rather than a regional basis, and that the frequency coverage of the document will be extended down to 30 MHz.

## 9. Other ITU and regulatory/spectrum defense matters

9.1. Mr. Sumner offered minor updates to the Spectrum Requirements working document. These were accepted. In the future the version of the document that is available on the IARU website will be limited to the justifications for the existing allocations, with an appropriate change in the title.

9.2. Mr Beattie introduced a document describing the rising level of man-made interference across the radio spectrum and proposing additional actions to address the problem. It was agreed that over the next few days a revision of Resolution 14-1, Protection of the Radio Spectrum as a Natural Resource, will be drafted incorporating these proposals.

## 10. Operational and administrative matters

10.1. There are no complete applications for IARU membership pending although there have been some expressions of interest. No new issues regarding member-societies were raised.

10.2. Mr. Ellam renewed his request that all regions continue to recommend individuals with the appropriate qualifications and skills, as well as enthusiasm and a genuine willingness to assist in the work of the IARU, to serve as Technical Representatives and Expert Consultants. This is an essential element in succession planning, the importance of which was emphasized earlier in the meeting.

10.3. Mr. Sumner reviewed the 2017 budget vs. actual expenses, which were well within the budgeted amount. On behalf of the International Secretariat he acknowledged the regional organizations’ contributions toward the expenses that are above and beyond the constitutional obligation of the IS. He then commented that expenses so far in 2018 are also within budget but that, as usual at this time of year, some expense reimbursement claims from earlier in the year are still outstanding and significant expenses will be incurred before yearend. He

presented budgets for the years 2019-2021 which were approved as submitted.

10.4. This item was completed earlier, after agenda item 4.1.1.3.

10.5. After consideration of several possible alternatives the theme for World Amateur Radio Day, 18 April 2019, was confirmed as the standard “Celebrating Amateur Radio’s Contribution to Society.”

10.6. No Amateur Radio Administration Courses are currently scheduled. Region 2 would like to hold one in Mexico City and a second in the English-speaking Caribbean. Region 1 would like to schedule one after WRC-19. The presentation material should be reviewed in order to keep it current.

10.7. The Secretary reported that no nominations for the Michael J. Owen, VK3KI, Memorial Award had been received by the deadline.

10.8. The Secretary showed an IARU Diamond Award that will be presented to Dale E. Hughes, VK1DSH, during the Region 3 Conference for his outstanding support and representation of amateur radio at the ITU. An additional worthy recipient of a Diamond Award was identified for future presentation.

10.9. A Region 3 Conference paper on the evolution of spectrum management submitted by the Wireless Institute of Australia was called to the attention of the Administrative Council. As also discussed at agenda item 4.1.1.4, the increased emphasis on economic factors represents a growing challenge to traditional methods of justifying the spectrum access enjoyed by radio amateurs. An effective response to this challenge must be developed.

10.10. Mr. Beattie presented a comprehensive report describing the progress that has been made toward more effective global branding of the IARU. The most ambitious aspect of this initiative involves the redesign of the four websites of the International Secretariat and the three regional organizations. Sample pages illustrating the new design were shown and the design concept was endorsed. The development team was thanked for its work and encouraged to continue.

10.11. The Secretary presented the results of the data collection initiative that was undertaken by the regional organizations earlier in the year. When the data is sufficiently complete, the numbers of amateur radio operators and stations by country, region, and world total will be published. It is intended that data collection be conducted annually.

10.12. The President presented the report of the Working Group on Propagation. Its recommendation to maintain the annual \$1,000 contribution toward the operation of the Beacon Network at least through the year 2020 was accepted and the Working Group was discharged with thanks.

10.13. The Secretary reported that the regional organizations have made good progress in aligning the regional band plans to the extent possible, given the differences in allocations, domestic regulations, and operating preferences in different parts of the world. Region 1 has the most fully developed band planning process followed by Region 2. Region 3 has made considerable progress and more is expected during its upcoming conference.

10.14. The Secretary raised for discussion whether endorsements to the IARU Worked All Continents (WAC) award should be made available for the recently allocated bands. It was agreed that endorsements should be offered for the 135.7 kHz and 472 kHz bands.

10.15. Mr. Beattie reported on the General Data Protection Regulation (GDPR) of the European Union. Region 1 and the International Secretariat have posted Data Protection policy statements on the respective websites. Mr. Ellam offered to obtain professional advice on additional steps that should be taken, particularly with regard to the responsibilities of volunteers to avoid GDPR violations.

10.16. The President noted that an agency agreement has been signed to implement the relationship with the registered Swiss Association.

#### 11. Review of Resolutions and Policies

A thorough review of the Resolutions and Policies of the Administrative Council was conducted at the Landshut meeting, so another was not required at this time. Mr. Sumner observed that Resolution 17-1, adopted in Landshut as a substitute for Resolution 88-2, deserves more publicity than it has received to date as it sets out policy on the use of the secondary and narrow primary amateur allocations below 25 MHz.

12. There was no further business to come before the AC.

13. The AC agreed to the proposal by Region 2 that the next scheduled in-person meeting be held at the site of the Region 2 Conference in Lima, Peru, beginning on Saturday morning, 28 September 2019 and concluding by mid-afternoon on the 29<sup>th</sup>.

14. It was agreed that the officers will circulate a draft news release for approval as soon as possible after adjournment. The meeting concluded at 1706 local time.

David Sumner, K1ZZ  
Secretary