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CHAIRMAN'S FOREWORD

ECO ANNUAL REPORT 2009



As Chairman of the European Communications Office (ECO) Council, I am delighted we are publishing an Annual Report for the first time. We took the decision to do so to improve understanding and awareness of ECO's work and to provide greater transparency.

ECO has been in operation since 1991. Although a separate legal entity to the European Conference of Postal and Telecommunications Administrations (CEPT¹), it was set up to support it, to give it a home, to give it a single point of contact with the outside world, and a dedicated team to manage its activities. ECO now acts as an integral part of CEPT, particularly for the work of its Electronic Communications Committee (ECC).

I hope this report will show how ECO supports the vital work that the ECC does. At one end of the scale there has been much publicity for the 'digital dividend' with its promise of extending the reach of mobile internet alongside the large number of digital TV channels. But there are also numerous other vital radiocommunications services and some new innovations, like Cognitive Radio or automotive car radars, which need good spectrum space to operate, and many existing services in need of protection from interference from new services as they develop. All of this needs a sound technical basis with a European dimension to harmonisation so that industry can address markets efficiently, and national interests can be safeguarded.

The commitments of ECO Council member countries are essential for this work to continue and to thrive. I hope this report will further strengthen the link between ECO and its numerous direct and indirect stakeholders.

A handwritten signature in black ink, appearing to read 'Chris van Diepenbeek'.

Chris van Diepenbeek
Chairman of the ECO Council

¹CEPT (Conférence Européenne des Administrations des Postes et des Télécommunications)

DIRECTOR'S STATEMENT

SECTION I Overview

This Annual Report is being published at an interesting time in our history. It coincides with our new name and renewed approach.

The Report summarises our priorities and some of the key activities undertaken in 2009. It enables us to show the ways in which we aim to add value to the work that we do. At the centre of all of this is our commitment to create effective partnerships with all CEPT members and other stakeholders to share knowledge and expertise to improve electronic communications services across Europe.

The current economic climate and rapid developments in technology make it more important than ever to work in a strategic and collaborative way. We are doing this across a range of areas, strengthening our relationships with existing partners and building relationships with many new stakeholders with an interest in our work.

2009 started with an event which set the tone for the rest of the year. ECO organised a workshop on Cognitive and Software Defined Radio in Mainz, on behalf of the ECC. A diverse group of participants attended the workshop providing many different perspectives to help the ECC clarify where it should take action and where it should wait. It also set the tone by the nature of its planning: integral with a steering committee of the ECC.

Several other workshops followed and, in October, the 15th CEPT Conference took place. This was an important event in our 2009 diary, particularly as it marked the 50th Anniversary of CEPT. There were many topical and thought-provoking issues presented and many familiar and new people to meet. We also enjoyed a superb Gala Dinner supported by the Swiss administration, celebrating 50 years of CEPT.

But of course most of our effort is in the expert services we provide to the numerous meetings of the ECC and the administrative support we provide directly to stakeholders, notably via the website. This includes presentation of working group deliverables, information about the work of CEPT, consultations, and numerous databases and online tools.

To make this all happen to a high standard requires first class performance from our team. I for one greatly appreciate their dedication, intelligence, energy, and good humour, and I know many others do too.

The ECO name replaced the more familiar European Radiocommunications Office (ERO) name in July 2009. This was largely just catching up with the ERC-ECTRA merger some years ago. The ERO and the former ETO merged for practical purposes back in 2001. But one of the few changes with the new ECO Convention is to enable us to take up the role of permanent secretariat to the newly restructured CEPT, with its Presidency now held by the Chairmen of the three business committees.

But the ERO was a brand in the world of spectrum management. With the revitalisation of CEPT, and the emphasis on strategy now expected of the ECC, and the evolution of the telecommunications framework within the EU countries, we have to live up to that legacy and take on the challenges of the new decade. So although the name change itself was mainly business as usual, it also symbolises a renewed approach. We look forward to meeting the new challenges ahead to continue to improve communications services for the benefit of all Europe's citizens.

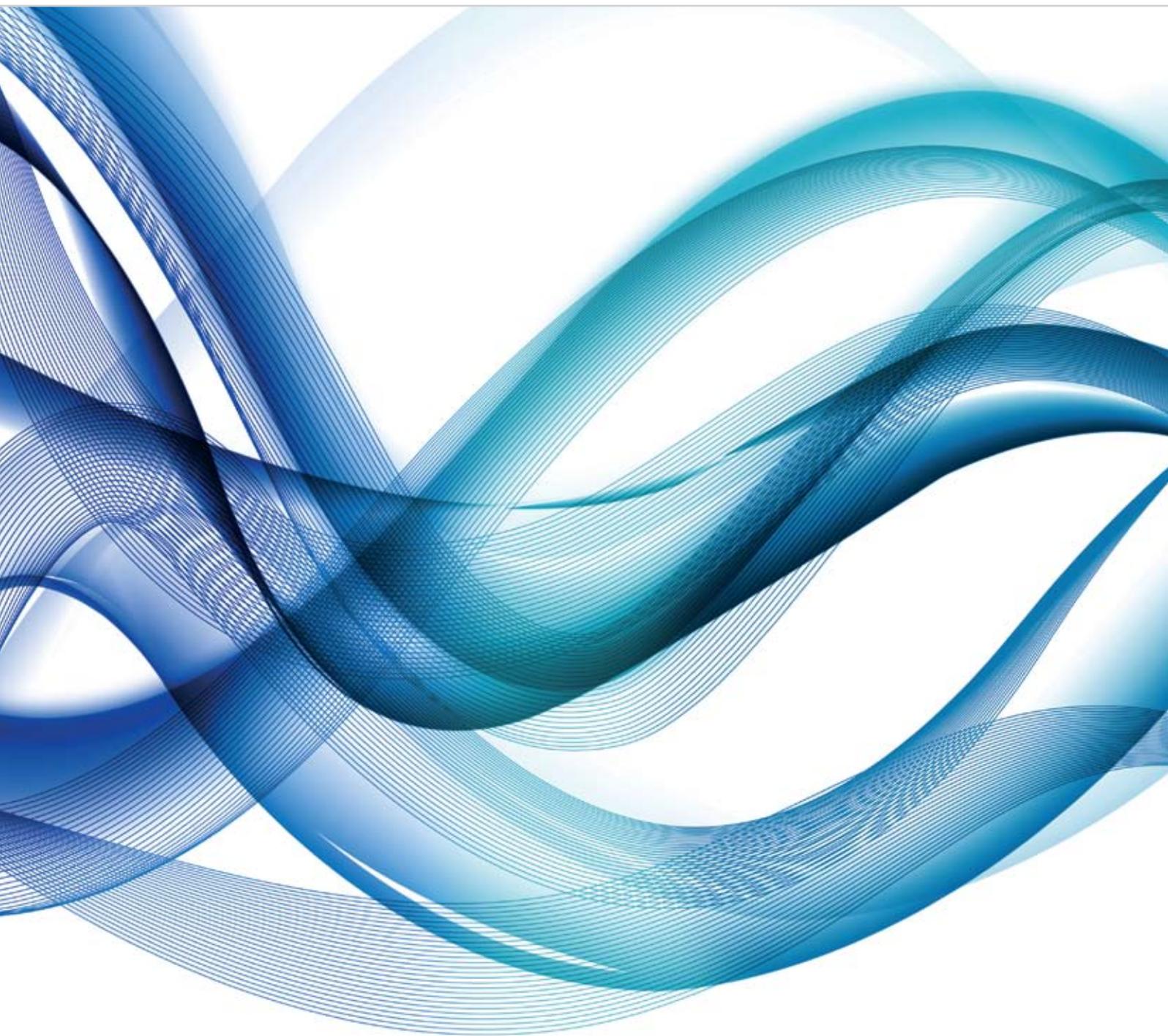


A handwritten signature in black ink that reads "Mark Thomas". The signature is written in a cursive, flowing style.

Mark Thomas
Director of ECO

SECTION I

ECO ANNUAL REPORT 2009



OUR MISSION

The European Communications Office (ECO) is the Secretariat of the European Conference of Postal and Telecommunications Administrations (CEPT), an organisation where policy makers and regulators from 48 countries across Europe collaborate to harmonise telecommunication, radio spectrum and postal regulations.

ECO provides advice and support to CEPT to help it to develop and deliver its policies and decisions in an effective and transparent way. Its core duties are to provide a European centre of expertise in electronic communications, to contribute to the work of the three CEPT committees and to manage CEPT's day-to-day activities.

ECO further supports CEPT member countries and other stakeholders providing a forum to debate and advance European communications policy for the benefit of all Europe's citizens.

OUR ROLE

ECO plays a pivotal role in the work of CEPT and particularly one of its business committees, the Electronic Communications Committee (ECC), responsible for telecommunications harmonisation.

As well as providing operational support to CEPT and its three committees (e.g. maintaining the website and the archives), we are also responsible for maximising the effectiveness of the ECC.

The ECC brings together 48 countries to develop common policies and regulations in electronic communications and related applications for Europe, and to provide the focal point for information on spectrum use. Its primary objective is to harmonise the efficient use of the radio spectrum, satellite orbits and numbering resources across Europe. It takes an active role at the international level, preparing common European proposals to represent European interests in the ITU and other international organisations.

The ECC's approach is strategic, open and forward-looking, and based on consensus between the member countries. It applies its expertise in partnership with all stakeholders, the European Commission and ETSI² to facilitate the delivery of technologies and services for the benefit of society.

We seek to complement and support the ECC by:

- improving collaboration across its membership and extending its reach beyond;
- ensuring its communications are open, consistent and effective;
- delivering new initiatives and providing strategic input to its work; and
- helping CEPT's consensus model of working operate effectively.

Our role with the ECC enables us to work across a wide range of technologies, from mobile communications to broadcasting, medical implants to aeronautical radars, satellites to Wireless Lan networks, identifying and applying our expertise and resources on the key issues and technical challenges of the day.

OUR TEAM

Based in Copenhagen, Denmark, ECO employs a team of 14 people. Seven of whom are experts in the field of radio and telecommunications recruited from across Europe. Working alongside our experts are seven team members from Denmark who are responsible for managing our support and administrative services.

Having a dedicated and expert team to support CEPT and the ECC ensures we are ideally positioned to optimise their work across Europe. We are committed to improving our collective business skills and our own professional development to ensure we consistently add value to the many activities undertaken within the ECC.

²European Telecommunications Standards Institute



Mark Thomas
Director; United Kingdom



Marc Le Devendec
Deputy Director, France
(Digital Dividend, Broadcast,
Short Range Devices)



Alexander Gulyaev
Russian Federation
(Regulatory Affairs, IMT)



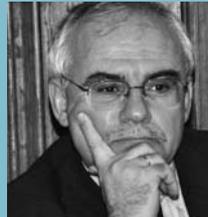
Jean-Philippe Kermaal
France
(Spectrum Engineering,
SEAMCAT)



Stella Lyubchenko
Russian Federation
(Spectrum Engineering)



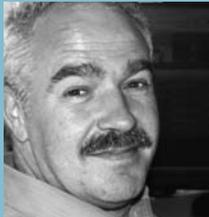
Jukka Rakkolainen
Finland
(Numbering, Naming
& Addressing and
Interconnection)



Fatih Mehmet Yurdal
Turkey
(Frequency Management,
Short Range Devices,
ECA)



Pia Hammer Bloch
(EFIS, CEPT Conference,
Communications)



Soren Conradsen
(IT, ECODocDB)



Vibeke Hansen
(Website, reception)



Susanne Have
(Questionnaires, CEPT
Presidency, CERP,
Com-ITU)



Mette J. Konner
(Reception, meetings
at ECO, ECO Council
Secretary, CEPT members
and ECC mailing lists)



Bente Pedersen
(Public consultations,
questionnaires, European
data in EFIS, update of ECA
and ECODocDB)



Merrete Wagner
(Finance, Human
Resources)

Additional information
and details of how to get in
touch with us are available
from our website:
www.ero.dk

SECTION 2

ECO ANNUAL REPORT 2009



SUPPORTING CEPT

ECO provides a Secretariat for CEPT as an umbrella organisation for its three autonomous business committees:

- The Electronic Communications Committee (ECC), responsible for telecommunications harmonisation, as well as European co-ordination and preparation for meetings in the Radiocommunication Sector of the International Telecommunication Union (ITU);
- The European Committee for Postal Regulation (CERP), responsible for postal regulation, as well as European co-ordination and preparation for meetings of the Universal Postal Union (UPU); and
- The Committee for ITU Policy (Com-ITU), responsible for European co-ordination and preparation for meetings of the International Telecommunication Union (ITU).

Our more comprehensive and specialist support to the ECC and its many working groups and project teams ranges from preparing documents and proposals for discussion at their meetings to undertaking technical studies on the future use of frequency bands and telecommunications services.

SUPPORTING THE CEPT PRESIDENCY AND ASSEMBLY

CEPT celebrated its 50th Anniversary in 2009 reaching an important milestone in its history. Looking forward to the next 50 years, CEPT agreed a key decision at its Extraordinary Assembly in March 2009 to create a new streamlined management structure to strengthen its work across Europe. Members from 30 countries were present at the Assembly and five administrations were represented by proxies.

The reorganisation enables CEPT to improve its co-ordination and harmonisation role at a European level by focusing its leadership on its main areas of work, with a joint presidency working together to ensure a more consistent and joined-up approach.

The CEPT joint presidency is now held by the chairmen of its three committees, namely:

- Mr. Thomas Ewers – Chairman of the ECC;
- Mr. Ulrich Dammann – Chairman of CERP;
- Mr. Anders Jönsson – Chairman of Com-ITU.

In addition to the restructure, CEPT has also developed a set of key priorities on which it will now focus, which are to:

- maintain and strengthen its technical expertise;
- maintain coordination in wider international fora (ITU and UPU);
- improve its external communications;
- take a more strategic approach with its policy work and decision-making;
- ensure complementary and constructive engagement with EC activities in the same area of interest;
- give a greater emphasis to economic considerations in spectrum management; and
- improve arrangements for external participation in CEPT work.

ECO supported the Assembly by hosting the meeting in Copenhagen and providing administrative support. We also contributed to the work of the Task Force on the Future of CEPT which developed proposals for policy orientation and reform to the Assembly.

The CEPT Assembly remains as the supreme body of the organisation, and will be convened as required. The next Assembly, to be held in June 2011, will evaluate the effectiveness of the strategic and political reform of the organisation. As part of the reorganisation, ECO will in future take on the more formal role of Secretariat to the CEPT joint Presidency.

SPECIALIST SUPPORT TO THE ECC

During 2009, we actively contributed to the development of ECC deliverables by providing a significant number of compatibility studies. Of the 5,000 technical documents published in 2009 via our website, we were responsible for submitting more than 500 of them.

We currently chair six project teams which support the work of the ECC and its working groups on a range of radio and telecommunications issues. These include:

- The Spectrum Engineering and Frequency Management Working Groups (WG SE PT24 and WG FM SRD-MG) responsible for short range devices;
- The Spectrum Engineering Working Group (WG SE PT19) for fixed services;
- The Spectrum Engineering Working Group (WG SE PT STG) responsible for the development of the CEPT compatibility tool, SEAMCAT;
- The Regulatory Affairs Working Group (WG RA PT2) considering amateur radio issues; and
- The Frequency Management Working Group (WG FM EFIS-MG) responsible for the development of the EFIS tool.

Alongside this, in March 2009, we provided the ECC with the first edition of the ECO Bulletin which focused on key activities in other world regions. These first bulletins summarise the main issues on the agenda of the regional regulatory groupings in the Asia Pacific Region (Asia Pacific Telecommunity: APT) and in the Americas Telecommunity countries (CITEL: Comisión Interamericana de Telecomunicaciones - Inter-American Telecommunication Commission). Comparisons with the ECC suggest many common areas of interest particularly with regard to new technologies and in preparations for the next World Radiocommunication Conference.

The ECO Bulletin is made available to all ECC working groups. It is hoped the bulletin will over time be expanded to cover a wider geographical and organisational reach.

MAXIMISING THE BENEFITS OF THE DIGITAL DIVIDEND

The allocation of the digital dividend spectrum (frequencies freed up from the switch from analogue to digital television) within the band 790-862 MHz for mobile services resulted in the need for a significant set of compatibility studies to be undertaken with other primary services. This was a major step forward to enabling national administrations to use the digital dividend on an efficient harmonised basis.

The most urgent driver for this was a mandate from the European Commission to the ECC on technical considerations regarding 'harmonisation options for the digital dividend in the European Union'. The ECC and its sub-groups, namely: ECC TG4, ECC PT1 and WGSE PT42, undertook this work on behalf of CEPT.

ECO was deeply involved in this project, contributing to the activities undertaken within the ECC. In addition to providing support to all project teams assigned to this work, we were responsible for leading some of the drafting group activities in ECC TG4, and through the development of the SEAMCAT tool which was used in some of the compatibility studies to assess the impact of mobile networks on broadcasting stations.

A web page was also set up in order to provide information on the latest results achieved within each of the ECC groups involved in the development of responses to the ECC mandate (see www.ero.dk/dd). To complement our work in the ECC groups, we also participated in the relevant working groups within the International Telecommunication Union – Radiocommunication Sector (ITU-R), namely: WP 5D (IMT) and JTG 5-6 (WRC-11 Agenda Item 1.17).

All the work carried out by CEPT on this subject resulted in the publication of four detailed studies which defined the technical basis for how the digital dividend spectrum should be managed across Europe to gain the most flexible and effective use of the frequencies. In addition, one ECC Decision providing the regulatory framework for the deployment of Mobile/Fixed Communications Networks was published in November 2009. The documents are available on our website at: www.ecodocdb.dk/.

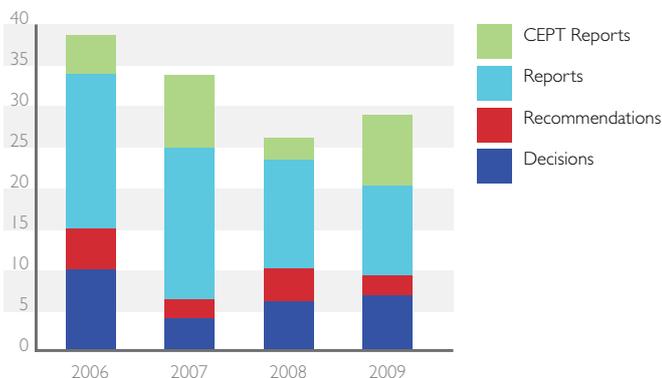


GAINING CONSENSUS THROUGH PUBLIC CONSULTATIONS

Public consultations are an important part of the CEPT and ECC policy-making process as they help to deliver better proposals and policies and improve understanding. Furthermore, CEPT decisions are usually reached by consensus among its members. Therefore, the views and opinions of administrations are highly valued and regularly sought to achieve support and acceptance across a range of policies and decisions.

ECO is responsible for conducting consultations on behalf of the ECC. In addition to bringing together member administrations, our consultation procedures set out the ways in which other stakeholders can get involved. The ECC is interested in receiving a broad range of views from a wide range of stakeholders, including: government departments, public radiocommunications operators, manufacturers, users, private network operators, service providers, research institutes, academic institutions, standards making bodies and national, European or international organisations whose membership has an interest in European communications matters.

In 2009, we carried out 29 public consultations: 7 of which related to ECC Decisions, 2 to ECC Recommendations, 11 to ECC Reports, and a further 9 to CEPT Reports³. All responses received to these consultations were distributed to the relevant working groups for careful consideration and taken fully into account in the decision-making process.



Overview of the ECC deliverables from 2006 to 2009

³ECC develops CEPT Reports in response to mandates issued by the European Commission.

IMPROVING ECC DELIVERABLES THROUGH QUESTIONNAIRES

Questionnaires are developed within the framework of ECC working groups and project teams. The ECC use them to gather information from administrations to improve the development of ECC deliverables.

In 2009, ECO sent out 14 questionnaires to administrations in the 48 CEPT countries and, in some cases, to industry. These were as follows:

QUESTIONNAIRE	REPLIES RECEIVED
Current use of frequency bands to gather information for sharing studies with the Mobile Satellite Service, WRC-11 Agenda Item 1.25.	29
Personal Locator Beacons (PLB)	19
Problems related to GSM / 3G repeaters	16
A Location tracking Application for Emergency Services (LAES)	13
Automotive radar safety applications (SRR)	23
ECC-ERC-ECTRA Recommendations	27
Public Protection and Disaster Relief (PPDR)	50
Availability of short codes 10x and 11x update	31
Usage of number ranges 111, 115 and 117	28
WAPECS under the EC Mandate on 2GHz to CEPT	31
Radio Amateur Issues 61-01 and 61-02	24
Short Range Devices	30
Radio Amateur – maintenance of the implementation info. for TR 61-01	To be completed in 2010
Usage of Mobile Number Range	28

All of the responses received to these questionnaires were consolidated and distributed to the relevant ECC groups for detailed analysis and consideration.

PROVIDING A FORUM FOR DEBATE AND DEVELOPING DELIVERABLES

CEPT's work is based on collaboration between different countries' regulators and industry. ECO provides several facilities which are used extensively to support this collaboration.

During 2009, we hosted 50 meetings at our offices in Copenhagen bringing together over 900 participants from around Europe for a total of 81 days.

Creating a forum for these important discussions is one of our central services. ECO has four meeting rooms all of which have internet access:

- Hamlet, 50 seats, 3 screen 46 inches, projector, meeting audio system, webcasting;
- Langelinie, 20 seats, projector;
- Ophelia and Mermaid, 10 seats, 1 screen 46 inches.

We also provide conference call facilities and have a meeting room available for those participating in a conference call. An electronic facilities room is also available.

In addition to hosting meetings at our offices, we also support the many working groups and correspondence groups who carry out their work by electronic means through the web. Furthermore, all meeting documents are distributed electronically and paper copies are not normally made available for any meeting.



SE19, June 2009, in ECO premises

DEVELOPING ELECTRONIC WORKING METHODS

Building on these facilities, ECO is now assisting the ECC in the implementation of new electronic working methods which enable virtual participation in physical meetings as well as fully electronic meetings. These new capabilities provide a significant opportunity to bring further efficiencies to the ECC's work. The ECO Forum was launched in September 2009.

It has been established to serve as a complementary tool for correspondence activities, which is the main working method for some ECC groups. It provides additional features including the possibility to attach documents to the posting and to create polls in order to seek participants' views on a wide range of issues, from selecting meeting dates to discussions on regulatory options.



New ECO Forum: <http://forum.ero.dk>

As part of this process, we evaluated a number of software platforms which could be used for virtual participation and adapted a suitable solution by developing guidelines on the application to help participant's gain the most from the software. This has resulted in a two year trial period within the ECC (starting from December 2009). After which a full evaluation of the new electronic working method will be carried out.

PLAYING A KEY ROLE IN COLLABORATIVE WORKING

The digital age has brought about a rapid pace of change in technological development offering new opportunities for innovation alongside increasing technical and economic challenges. This has underlined the need for improved co-operation across Europe and beyond.

Improving collaboration across CEPT's membership has always been a central duty for us. We are also working with the ECC to extend its reach beyond CEPT member administrations to foster effective working relationships with a wide range of stakeholders to improve co-operation, support innovation, and promote best practice in this increasingly global environment.

Therefore, alongside our work with CEPT members, we are also engaged in building relationships with other important stakeholders, including public radiocommunications operators, manufacturers, users, research institutes, and private network operators, whilst strengthening our relationships with existing partners.

During 2009, we participated in a significant number of meetings with key stakeholders working collaboratively across a range of issues. An example of this is our partnership with the European Telecommunications Standards Institute (ETSI). We have regular dialogue with ETSI and attend all of its meetings on electromagnetic compatibility and radio spectrum matters (ERM) and several of its workshops.

We also participate in ETSI TISPAN (Telecommunications and Internet converged Services and Protocols for Advanced Networking) on next generation networks, their infrastructure, security and identification.

We have been working in partnership with the European Broadcasting Union (EBU) for many years. We attend its meetings on a regular basis to ensure we are actively engaged with the key broadcasting issues being discussed. In particular, we participate in the EBU Evolution of Digital Planning meeting and the EBU Technical Assembly.

The International Telecommunication Union (ITU) is another of our existing partnerships. We are involved in a number of key ITU activities. This includes our participation in relevant ITU-R (Radiocommunication Sector) and ITU-T (Telecommunication Standardisation Sector) study groups where this is within the framework of our support of ECC Working Groups and Project Teams.

As part of our support to the ECC's activities on short range devices (SRD), ECO participates in three working groups: WP 1A, WP 1B, and SG 1 on spectrum management. In particular, in WP 1B, ECO chairs the group dealing with Resolution 54 of Radiocommunication Assembly on the regional and global harmonisation of SRDs and radio frequency identification (RFID) technology and with the revision of Recommendation ITU-R SM.2153 on technical and operating parameters and spectrum use for short range radiocommunication devices.

We contribute to the ECC Working Group on Numbering, Naming and Addressing (WG NNA) through our participation in ITU-T SG2, the lead study group for service definition, numbering and routing of telecommunications for disaster relief or early warnings, setting standards for the prioritisation of calls during a disaster situation. We are also actively involved in the lead study group for next generation networks (NGN) and mobile telecoms systems, as well as the Focus Group on Future Networks.

Through the Memorandum of Understanding established between the Asia-Pacific Telecommunity (APT) and CEPT, an agreement between the APT Secretariat and the ERO was signed in late 2008 for the supply of the EFIS software to the APT. We delivered the EFIS source code in September 2009 and have been providing the APT Secretariat with operational support with its initial installation.

PROVIDING A FOCAL POINT FOR INFORMATION

ECO works together with CEPT countries and other stakeholders to provide accurate and up-to-date information in a number of key areas.

SATELLITE MEMORANDUM OF UNDERSTANDING

Due to the highly specialised and costly nature of satellite monitoring facilities, national authorities have established an agreement under the Satellite Memorandum of Understanding (Sat MoU) to have access to the monitoring earth station in Leeheim, Germany. The agreement facilitates satellite monitoring activities within CEPT, particularly to investigate interference to and from satellites.

ECO provides secretariat support to the management committee responsible for the Sat MoU and manages CEPT's Sat MoU account set up to cover the costs of using the Leeheim facilities.

In 2009, two measurements were requested by the ECC in order to look at IRIDIUM and COMPASS transmissions. Further information on the Sat MoU is available from our website at: <http://www.ero.dk/satmou>.

TERRESTRIAL-DIGITAL AUDIO BROADCASTING PLANS

Another of our management tasks is to monitor and report on the progress of Terrestrial-Digital Audio Broadcasting (T-DAB) across Europe. We do this in accordance with two CEPT Plans which are available at: www.ero.dk/t-dab. These provide details of the allotments for each country. They also give a list of individual transmitters which have been co-ordinated between CEPT administrations and their agreed characteristics.

Our management of this activity involves informing CEPT administrations of any new or potential changes to the Plans, updating the Plans when new stations are co-ordinated, and notifying the administrations and the lead project team within CEPT on broadcasting issues, WG FM PT 45, about the updates. Furthermore, we develop the tools in order to facilitate the management of the data contained in the Plans.

AMATEUR RADIO

ECO takes the lead role in the activities of the regulatory affairs working group (WGRA PT2) on amateur radio issues. We have been working closely with the International Amateur Radio Union (IARU) Region 1. In particular, in the first half of 2009, this co-operation resulted in placing some of the existing Harmonised Amateur Radio Examination Certificates (HAREC) question banks on the IARU Region 1 website to help European regulators run national examinations.

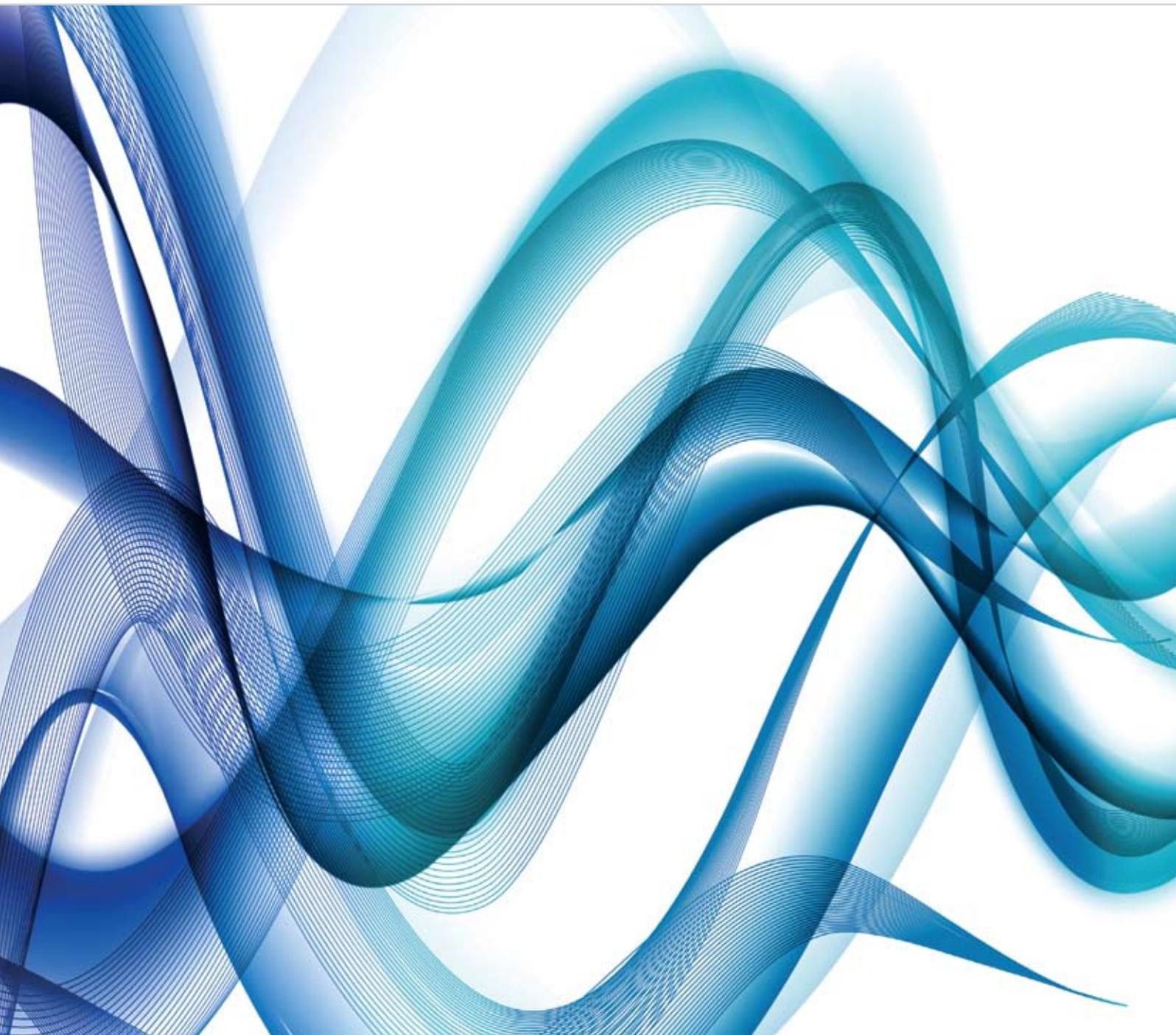
We have also been working with non-CEPT countries which had inconsistent entries in CEPT deliverables on amateur radio and those non-CEPT members who have expressed an interest in joining CEPT's regulatory framework.

EARTH STATIONS ON VESSELS AND AIRCRAFT EARTH STATIONS

The ECO Documentation database includes technical information on the operators' networks of Earth Stations on Vessels (ESVs) and Aircraft Earth Stations (AESs). We maintain and update these files as prescribed by the regulatory frameworks for ESVs and AESs. The information is available in the ECO Documentation database in connection with the relevant ECC Decisions (05)09, (05)10 and (05)11.

SECTION 3

ECO ANNUAL REPORT 2009



ORGANISING KEY EVENTS

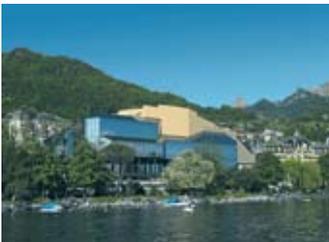
ECO has organised a number of key events during 2009 which have been relatively well attended despite the current economic climate. These provide an important opportunity to network, share expertise, and to debate the key issues of the day in the world of electronic communications. When organising events, we aim to provide excellent quality of service and engaging and informative programmes to create stimulating debates on some of the latest issues in communications technology.

THE 15TH CEPT CONFERENCE

ECO is responsible for organising the CEPT Conference which usually takes place every 18 months. The 2009 Conference took place on 21-22 October in Montreux and marked the 50th anniversary of CEPT's establishment. To celebrate the occasion, a special Gala Dinner was arranged and supported by OFCOM, Switzerland.

The two-day conference brought together European and international regulators, industry and users to discuss the latest policy, technology and regulatory matters across a broad range of electronic communications issues. Some interesting and thought-provoking discussions were presented by key regulatory managers, global industry leaders, and expert panels. These were bound together by the underlying theme of CEPT's regulatory work and discussions on CEPT's new structure and focus.

A total of 109 delegates attended the event (excluding ECO staff), 32 of whom were either speakers or session chairmen. 66% of all delegates were representatives from administrations.



Above - CEPT conference at Montreux Music and Convention Centre.

Right - Welcome speech Véronique Gigon, Deputy Director General of Ofcom-SUI



Feedback is very important to us and all views are taken fully into account to help us improve. Feedback received by ECO staff from participants, and comments made at the ECC meeting the week after the conference, showed it was generally well received by those who attended. Average approval ratings in the delegate questionnaire scored around 8.5 (on a scale from 1 to 10, where 10 is excellent) with organisation and support from ECO staff achieving just over 9.5.

We also commissioned a small telephone survey to gain further insights from delegates. This again indicated general approval for the conference on the whole. However, it highlighted the importance of having proper industry representation and dialogue in any future conferences. Furthermore, it showed the need for more in-depth debate on the key issues in spectrum management and telecommunications, proper engagement with satellite issues, a wider global perspective, and effective engagement with key innovations and future opportunities in technology.

COGNITIVE RADIO WORKSHOP

A workshop on Cognitive Radio (CR) and Software Defined Radio (SDR) was organised in January 2009, at the premises of the German regulator BNetzA in Mainz. This brought together a diverse group of participants from industry, regulators, and official bodies. The aim of the workshop was to identify the key issues in CR and SDR that required further investigation by the ECC and to reveal the areas where action was needed. The diverse range of speakers provided many different perspectives on this issue, with the keynote address focusing on the economic issues and other contributors focusing more on the technical aspects of CR and SDR. The presentations are available from our website at: www.ero.dk/download (select group: ECC, select year: CR/SDR workshop).

As a result of the workshop, the ECC has established a new project team (SE43) within its spectrum engineering working group to investigate and define technical and operational requirements for the use of cognitive radio systems in the 'white spaces' of the frequency band 470-790 MHz. The ECC has also set up a correspondence group to identify issues requiring detailed studies.

ECO has set up a web page to provide information on these activities at: http://ero.dk/cr_sdr.

TRIS WORKSHOP ON NEW ETHERNET-BASED TRANSMISSION SYSTEMS

In February 2009, the ECC technical regulation and interconnection standards group (ECC PT2 TRIS) hosted a well attended workshop at ECO on 'New Ethernet-based Transmission Systems'. The workshop started with presentations from Huawei and Ofcom (UK) and was followed by a lively Q&A session.

IMPACT ASSESSMENTS SEMINAR

In response to a request by the ECC, ECO with the support of Plum Consulting UK, organised a CEPT seminar and training session on impact assessments. This took place at our office in Copenhagen in August. 40 people attended, including 12 Chairmen from ECC groups together with representatives from administrations, ETSI, industry, civil aviation authorities, consultancy and ECO. Key parts of the event were available via a video webcast over the internet. Three ECC Chairmen participated in this way.

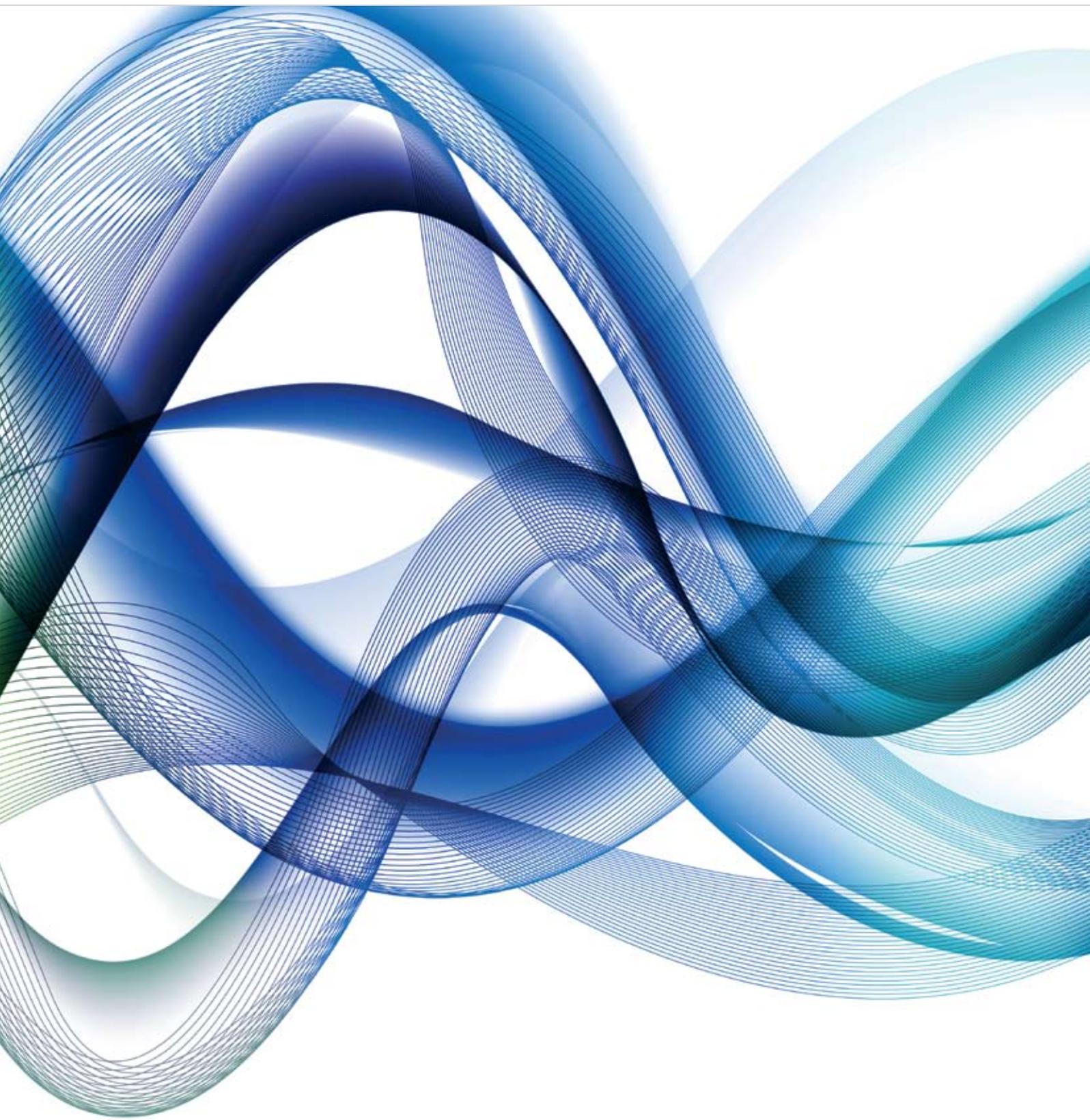
Following the seminar, ECO created a dedicated web page on impact assessments at: www.ero.dk/ia. The presentations and training material used in the workshop are available here. This will be supported by impact assessment cases undertaken within the ECC as and when they become available.

SEAMCAT WORKSHOP

In association with the SEAMCAT (Spectrum Engineering Advanced Monte Carlo Analysis Tool) Technical Group, we organised a SEAMCAT workshop in December to provide training on the basic functionalities of SEAMCAT. This enabled participants to gain important hands-on experience in using the online tool. 18 people participated in this workshop and we hope to do more of these in the future.

SECTION 4

ECO ANNUAL REPORT 2009



DELIVERING ONLINE SERVICES

THE ECO WEBSITE

Our website is a key platform for communicating the work of CEPT and its many committees, working groups, and project teams. It is an important communications tool for raising awareness about public consultations and key initiatives being undertaken by CEPT. It is also a vital resource for online information databases and tools.

Later, the website will change. Our new look website is being developed in consultation with our internal and external stakeholders. The new site is being designed to reflect the new CEPT structure, present the different CEPT activities in a more cohesive way, and improve navigation.

During 2009, over 1.4 million people visited our website, with an average of 3,900 visits per day. 240,000 files were downloaded from the website and a further 690,000 from the ECODOCDB database.



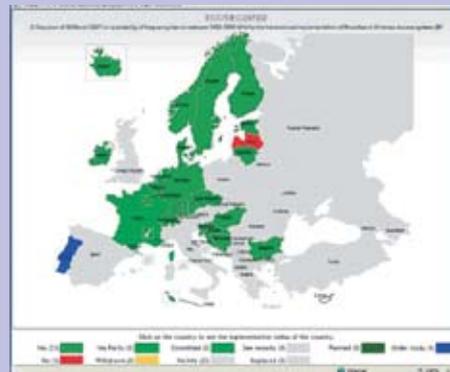
Information on the online information systems available through our website is given opposite and overleaf.

DOCUMENT DATABASE - ECODOCDB



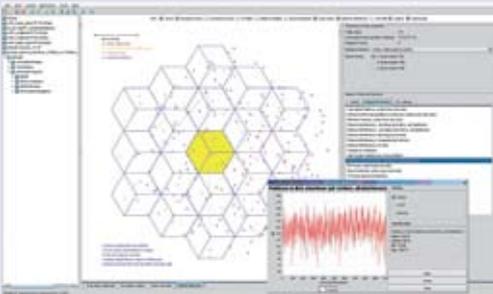
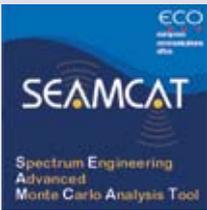
Our document database (ECODOCDB) is an important online resource. It acts as a library for all ECC decisions, recommendations and reports. The homepage (www.ecodocdb.dk) sets out the most popular documents in each category.

In 2009, some new features were added including maps which show which countries have implemented a CEPT decision.



The layout has been updated in order to display CEPT Reports developed by the ECC. The search function has been upgraded to make it more effective.

SPECTRUM ENGINEERING ADVANCED MONTE CARLO ANALYSIS TOOL (SEAMCAT)



SEAMCAT (Spectrum Engineering Advanced Monte Carlo Analysis Tool) is a software tool based on the Monte-Carlo simulation method which permits statistical modelling of different radio interference situations. It has been developed to deal with a diversity of complex spectrum engineering and radio compatibility problems.

It is a generic compatibility analysis tool which is neither system-specific nor service-specific. This enables it to address any interference scenario regardless of the type of victim receiver and interfering radio systems.

The tool is particularly suited to systems that operate in shared or adjacent frequency bands. It can also evaluate radio equipment parameters (e.g. transmitter emission masks, receiver sensitivity and density of interfering transmitters) where all interference mechanisms can be taken into account.

The tool is updated on a regular basis and is downloadable at: www.seamcat.org. User manuals which were updated in 2009 are available at: www.ero.dk/seamcat.

ECO FREQUENCY INFORMATION SYSTEM (EFIS)



The ECO Frequency Information System (EFIS) is an online frequency information system where CEPT administrations publish their national frequency data (allocations, applications, radio interfaces). The system allows you to search and compare actual spectrum usage information across Europe. It also provides industry and users with easy access to this information across all 48 CEPT countries. In 2007, the European Commission decided to use EFIS as a common spectrum information portal within the community.

At the end of 2008, a new version of the EFIS software, 'EFIS-3' had been implemented allowing considerably faster response times than 'EFIS-2' and containing quite a few changes such as a right of use information module.

On 31 March 2009, an updated version, 3.0.1., was implemented. This included the new radio interface specification template developed and adopted by the Telecommunication Conformity Assessment and Market Surveillance Committee (TCAM).

Towards the end of the year, the amount of data published in EFIS by national authorities continued to increase, as more and more radio interfaces were published. Status reports on EFIS were provided to the European Commission's Radio Spectrum Committee meetings.

From 1 January 2010, EU Member States are required to use EFIS to provide information on national allocations, applications, radio interfaces and individual rights of use. EFIS is available at: www.efis.dk.

EUROPEAN COMMON ALLOCATION DATABASE



The European Common Allocation (ECA) Table for the frequency range 9 kHz to 3000 GHz provides a strategic framework for radio spectrum usage in Europe.

The frequency management working group (WG FM) is responsible for developing and maintaining the ECA Table. Much of this work is carried out by ECO on its behalf. The ECA Table is reviewed periodically and updated as a result of decisions taken at the ITU Radiocommunication Conferences, ECC/ERC Decisions and Recommendations, European standards, and other relevant developments. The last update was adopted by the frequency management working group at its meeting in October 2009. ECO has incorporated all agreed updates into the ECA Table and EFIS database.

A review process is currently underway by a correspondence group on the future use and objectives of the ECA database. A decision is expected in 2010.

ECC WORK PROGRAMME DATABASE



The ECC work programme database has been developed to provide a sophisticated tool to manage all projects underway across the ECC. It also provides external partners, such as the European Commission and ETSI, with better access to the ECC's project work.

The database has been under development since 2007 and final revisions to the tool were made at the end of 2009. The database is now fully functional bringing greater transparency to work being undertaken across the ECC and its working groups. The database is available at: http://apps.ero.dk/ecc_workprogram/Application/WorkProgram/WorkItemList.

TERRESTRIAL-DIGITAL AUDIO BROADCASTING TOOL



ECO is responsible for developing a tool which facilitates the conversion of different formats used in CEPT Terrestrial-Digital Audio Broadcasting (T-DAB) Agreements. The tool was further developed in 2009.

SECTION 5

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PROJECTS UNDERTAKEN BY ECO

RECEIVER PARAMETER PROJECT

The ECC tasked ECO with carrying out a study on the impact of receiver standards on spectrum management. The aim of the study was to demonstrate how different choices of receiver parameter values could impact on spectrum management. It also provided an opportunity to gain some experience in conducting impact assessments.

ECO developed a draft report which identified different categories of receiver performance within the relevant standard. This can be found at: www.ero.dk/rx - 'The Interim Report on Inventory of Cases and Case Studies of Interferer to Victim Interactions'.

Based on the results of the study, three regulatory options were identified for impact assessment analyses which were conducted by an external consultancy.

DYNAMIC EVOLUTION OF THE RFID MARKET

Radio frequency identification (RFID) technology is currently one of the most promising and discussed Auto-Identification and Data Capture (AIDC) technologies. Although it is not a new technology, the range of applications is broadening rapidly and new applications which integrate other technologies such as sensors are developing.

For some time, the RFID industry has been looking for additional frequencies to be designated for use by RFID. Discussions on the issue took place in various fora within the ECC.

At its meeting in May, the frequency management working group (WG FM) asked ECO to conduct a study in this area, under the guidance of the short range devices maintenance group (SRD-MG). The draft report was presented to the SRD-MG in May and a correspondence group was set up under the chairmanship of ECO to take this forward.

SECTION 6

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STRUCTURE AND GOVERNANCE

Following the merger of the European Radiocommunications Office (ERO) and the European Telecommunications Office (ETO) in 2001 and the subsequent amendment to the ERO Convention, to reflect this merger, the Convention for the Establishment of the European Communications Office (ECO) entered into force on the 1 July 2009.

Twenty-nine countries are Contracting Parties to the 'Convention for the establishment of the European Communications Office' which defines the terms of reference for ECO and its funding arrangement.

ECO is governed by the Council, consisting of representatives of the Contracting Parties to the Convention. The Council has responsibilities which include agreeing ECO's budget and work programme on an annual basis. These are prepared by ECO staff under the guidance of the Director. The draft Work Programme is informed by the ECC's Strategic Plan and discussions between the responsible ECO staff member and the ECC (its Working Group and Project Team Chairmen), as well as other parties for which ECO works, notably the CEPT Presidency. The Council appoints the Director of the Office.

The Council's preferred method of working is by consensus. Consensus decision-making is defined as a decision being reached by common agreement among all member countries without sustained opposition to substantial issues. However, it does not mean unanimity. A negotiation process takes place to reconcile any conflicting issues and all Council participants have the responsibility to reach decisions by consensus.

However, where it is impossible to gain a majority view, the Council Chairman can either: postpone the issue to the next meeting; negotiate outside the meeting to reduce the alternatives or to achieve a common approach; or hold a vote. An issue should not be postponed for more than one meeting. Where a vote is held, votes are weighted in proportion to the financial contribution made by the country concerned.

The ECO Convention states that ECO's work programme should be based on proposals from CEPT Committees.

At a more practical level, the ECC is linked to ECO by several references in the ECC's Rules of Procedure and Working Methods. Traditionally, the ECC Chairman (or Vice-Chairman) sits on the ECO Council, as Chairman or Vice Chairman. For practical purposes, these relationships are strengthened by the Director's membership of the ECC Steering Group.

ECO has no formal direct link to the European Commission. However, there are indirect links by virtue of the ECC's relationship with the Commission defined in the Radio Spectrum Decision (676/2002/EC).

FINANCIAL SUMMARY

ECO ANNUAL REPORT 2009

FINANCIAL SUMMARY

ECO is approximately 95% financed by the following 30 countries:

Austria, Belgium⁴, Bulgaria, Croatia, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Monaco, the Netherlands, Norway, Poland, Portugal, Romania, Slovak Republic, Spain, Sweden, Switzerland, Turkey, the United Kingdom, and Vatican City.

The remainder is from directly funded services (e.g. administration of CEPT and the Satellite Memorandum of Understanding), from conference fees charged to delegates to the CEPT Conference when it is held, and income from investments of ECO's net capital.

The figures below for 2009 relate to ECO as a whole. The financial year was managed with separate accounting for the ERO and ETO. Although these offices were functionally merged in 2002, the ECO Convention had not entered into force before July 2009.

FINANCIAL SUMMARY 2009

	DKK	EUR
INCOME	19,255,715	2,587,968
EXPENDITURE		
Staff Costs (salaries, pension contributions, etc.)	11,445,182	1,538,232
Running Expenses (outsourcing, projects, professional fees, travel)	3,809,104	511,944
Office Facilities (rent, building related expenses)	2,318,639	311,625
Other (CEPT Conference external expenditure)	661,165	88,860
EXPENDITURE TOTAL	18,234,090	2,450,661
OPERATING BALANCE FOR END OF YEAR	1,021,625	137,307

Based on exchange rate of DKK 1 = EUR 0.1344

⁴Belgium is not one of the Contracting Parties to the ECO Convention but contributes to the financing of ECO.

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