

Announcement of The 30th ISO/IEC JTC1/SC2/WG2/IRG meeting June 9 ~ 13, 2008, Busan(Pusan), Republic of Korea

1. Meeting information

KATS would like to extend a warm welcome to all delegates and guests to the 30th ISO/IEC JTC1/SC2/WG2/IRG(Ideograph Rapporteur Group) meeting in Busan, Korea.

1. Meeting Host

The 30th ISO/IEC JTC1/SC2/WG2/IRG meeting will be hosted by **Korean Agency for Technology and Standards(KATS)**, which is Korean National Body of ISO and IEC.

2. Meeting Date

Monday 9th to Friday 13th June 2008.

3. Venue

The Westin Chosun, Busan

737 Woo1-dong Haeundae Gu, Busan, Korea (612-822)

TEL : 82-51-749-7001 FAX : 82-51-742-0515

URL : www.westin.com/busan

4. Host Contact

The host contact for the meeting arrangement is following;

KATS (Korean Agency for Technology and Standards)

96, Gyoyukwon-Gil, Gwacheon-si, Gyonggi-do, 427-716, KOREA

Meeting organizer

Mr. Jinseok Bae

Tel : +82-2-509-7264

Fax : +82-2-507-1924

Email : jsbae@kats.go.kr

Meeting coordinator
Ms. Eunsook Kim
Tel : +82-2-509-7263/4
Fax : +82-2-507-1924
Email : jungbo@kats.go.kr

5. Meeting Schedule : Monday 9th to Friday 13th June 2008.

	9(Mon)	10(Tue)	11(Wed)	12(Thu)	13(Fri)
9:00 ~ 12:00	✓	✓	✓	✓	✓
13:00 ~ 18:00	✓	✓	✓	✓	To be determined

During the meeting, **coffee and snacks will be served twice a day (morning and afternoon).**

※ **Social event is planned in the evening on [Wednesday 11th June](#).**
(If you have any food restriction, please indicate it in the Annex I.)

6. Registration

Delegates are kindly requested to complete the Registration Form (**Annex I**) and return it to the host contact no later than **[9th May 2008](#)**.

A confirmation will be sent by e-mail to the participants by meeting coordinator.

➤ **Registration Desk**

Registration desk for the meeting will be located near meeting room and will be opened at 8:30AM.

All participants are kindly asked to check their pre-registration status (Meeting and social events), and inform the registration desk if it is not correct.

➤ **Badges**

Delegates and accompanying persons will receive a badge showing their name and country represented.

All participants are requested to wear their badge during the meeting.

7. Secretariat (Administration office)

We will open the Secretariat (Administration office) to offer information and to respond to your request during the IRG meeting.

All participants can use facsimile, computer, photocopier and etc. **For copying**, please come to Secretariat and use the copying machine **for free by yourself**.

Convenor is kindly requested to fill out the "Copying request form" and to give it to the staff. It will be opened from 08:30 am to 19:00pm during the meeting in **The Westin Chosun, Busan**.

8. Correspondence/Communications

Telephone calls cannot be put through directly to delegates, but telephone messages will be sent through "**internal post office**" in **secretariat**(Administration office).

In order to ensure effective communication, delegates are kindly requested to check their message in Secretariat at least **once** a day.

9. Meeting room

To support electronic working methods, each meeting room will be equipped with power outlet, beam projector, screen and Internet.

➤ Computer Networking

Each meeting room will be equipped with wireless access (**Wireless LAN, Wi-Fi**) to the Internet. And to make use of these facilities, you need to bring your own Wireless LAN Card.

10. Accommodation (Meeting Venue)

Special arrangements have been made with the **The Westin Chosun, Busan** to accommodate delegates and their accompanying persons of JTC1/SC2/WG2/IRG meeting.

ROOM RATE (10% service charge and 1% Tax not Included)

ROOM TYPE	Special rate (US\$)
Double or Twin	140,000 kw

※ Exchange rate(as of March 5, 2008): USD 1.00 ≙ 950 Won

Please **directly send** the reservation form (**Annex II**) to The Westin Chosun, Busan via the following fax or e-mail no later than **9th May 2008**.

Contact Person : **Ms. Narae Kim**

Tel : +82 51 749 7001

Fax : +82 51 742 0515

E-mail: pusanrsvn@chosunhotel.co.kr

http://twcb.echosunhotel.com/index_en.asp

Please note that accommodation cannot be guaranteed as special rate for registration after 9th May 2008 on a first come, first served basis.

Please keep in mind that the Korean National Body will not bear any financial responsibility in your stay and accommodation.

11. Social Event

Delegates and accompanying people are kindly invited to attend the social event.

<Banquet>

- Place : The Westin Chosun, Busan
- Date : Wednesday 11th June 2008
- Time : 7:00-9:00 pm

Detailed information will be informed during the meeting.

2. General information

1. Transportation(in Busan)

- A 40 minute's drive from either Busan Station or Gimhae International Airport .

By Airport Limousine bus from Gimhae Airport to Westin Chosun Hotel, Busan

- An Airport limousine bus serves the Hotel-Airport route every 15 minutes.
- It takes 50 minutes from Gimhae Airport to Westin Chosun Hotel.
- Fare: 6,000 KW (per person)

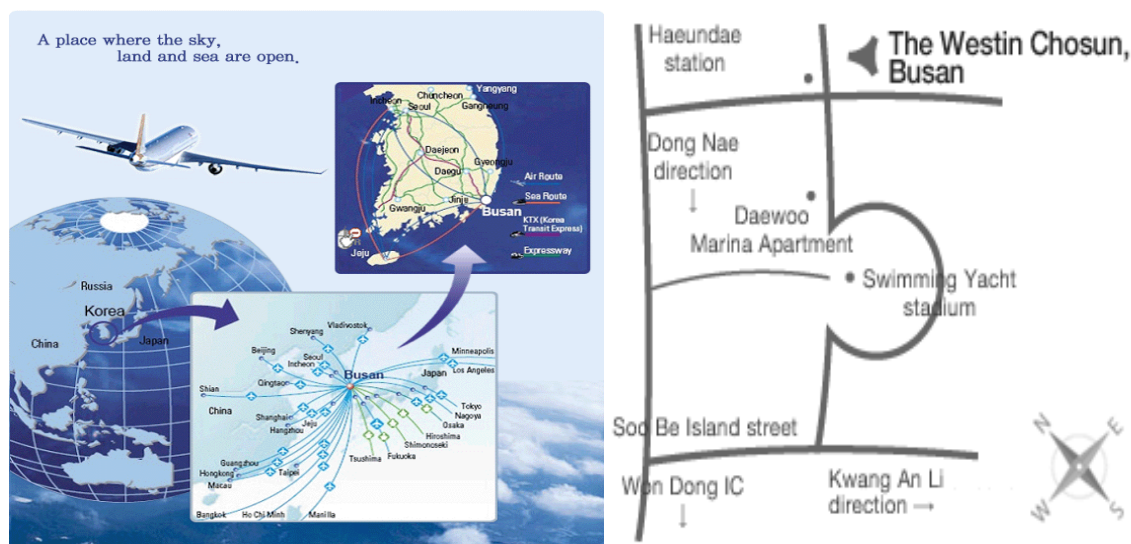
By Bus from Gimhae Airport

- Bus No. 141 take you to the Hotel

By subway from Busan Station

- Dong Baek station, take Subway Line-2

For detail information how to get to meeting venue (The Westin Chosun, Busan), please visit the website of The Westin Chosun,Busan(www.westin.com/busan)



2. Meeting facilities

1) Office

A copy machine of medium speed, a personal computer and a printer adaptable to Windows XP with MS office will be installed at the Secretariat(Administration office) room.

2) Computer Networking

Each meeting room will be equipped with wireless access (Wireless LAN) to the Internet and to make use of these facilities, you need to bring your own Wireless LAN Card.

3. VISA

Delegates are advised to check with the local travel agent about regulations regarding VISA. In case of doubt, the information can be obtained from the nearest Korean Embassy or Consulate as well as the following website :

<http://www.mofat.go.kr/>

If you need an invitation letter for visa, please send the following information to Korea Host by e-mail (jungbo@kats.go.kr) with registration form.

※ Note that China and Taiwan delegates need to get an original invitation letter for visa.

- Name
- Sex: Male or Female
- Date of birth (dd-mm-yyyy)
- Passport No. & Date of Expiry (dd-mm-yyyy)
- Company / Organization
- Your Designation / Title
- Address
- Tel/Fax
- E-mail

4. Weather

Busan (Pusan) in June is a early summer weather. It is the best season for visiting Korea. June average temperature is 18~24°C

5. Currency and Credit Cards

The unit of Korean currency is *Won*. Coin denominations are 1 *won*, 5 *won*, 10 *won*, 50 *won*, 100 *won*, 500 *won*. Bank notes are 1,000 *won*, 5,000 *won*, 10,000 *won*. Bank checks are circulated in denominations of 100,000 *won* and over.

Foreign currency and traveler's check can be converted into Korean won at foreign exchange banks and other authorized money exchangers. The exchange rate is subject to market fluctuations. One U.S dollar was equivalent to about 960 won as of February 2008.

Credit cards, including VISA, American Express, Diner's Club, Master Card and JCB, are accepted at major hotels, department stores, and restaurants.

6. Electricity

The standard voltage in the Korea is **220 volts AC , 60 Hz** with a **round two-pin plug** (same as in Germany or France). Always check the power supply before using your equipment.

7. Sightseeing

Busan, a city where its mountains, rivers and the sea are in harmony, and exciting and abundant festivities, and diverse international functions are held all the year round. You'll experience all the splendours of big city and the beauty of nature in Busan

Useful Links

- Busan City tour and information: <http://english.busan.go.kr/index.jsp>
- Incheon International Airport : <http://www.airport.or.kr/Eng/home.jsp>
- Gimpo Domestic Airport : <http://gimpo.airport.co.kr/eng/index.jsp>
- KOREAN Air : <http://www.koreanair.com/>
- ASIANA Airline : <http://us.flyasiana.com>
- Jeju Air: <http://www.jejuair.net/>

ANNEX I

REGISTRATION FORM

JTC1/SC2/WG2/IRG Meeting 9-13 June 2008 Busan, Republic of Korea

Delegates attending the meeting are requested to complete this form and to send it to the Host Contact at the following address by fax or **e-mail** no later than 9th May 2008.

TO: Ms. Eunsook Kim

KATS (Fax +82-2-507-1924 / Email: jungbo@kats.go.kr)

Please fill out this form with **BLOCK LETTERS**

FIRST NAME		FAMILY NAME	
Please indicate with an "x", the appropriate selection.			
Prof. <input type="checkbox"/>	Dr. <input type="checkbox"/>	Mr. <input type="checkbox"/>	Ms. <input type="checkbox"/>
ORGANIZATION:			
OFFICE ADDRESS:			
COUNTRY:			
Tel: <input type="text"/>	Fax: <input type="text"/>	E-mail: <input type="text"/>	
SOCIAL EVENT			
Banquet : Participant Number (with accompanying person)			
Do you have any "Food Restriction"? Yes : <input type="checkbox"/> No : <input type="checkbox"/> (Korean traditional dishes will be served.)			
INFORMATION - Accompanying person/guest			
Mr. <input type="checkbox"/>	Ms. <input type="checkbox"/>	FIRST NAME	LAST NAME
		<input type="text"/>	<input type="text"/>
Accommodation Information: Accommodation during your stay in Busan, Korea.			
Hotel Name:	Westin Chosun Hotel <input type="checkbox"/> Others: <input type="text"/>		
Arrival Date:	<input type="text"/>	Departure Date:	<input type="text"/>

ANNEX II

JTC1/SC2/WG2/IRG Meeting

9 ~ 13 June 2008 Busan, Republic of Korea

HOTEL RESERVATION FORM

THE WESTIN CHOSUN
BUSAN

Courtyard by The Westin Chosun, Busan

Reservations Department

Tel: +82 51 749 7001

Fax: +82 51 742 0515

E-Mail : pusanrsvn@chosunhotel.co.kr

Contact Person : Ms. Narae Kim

The rate granted to all guests participating in the above mentioned event amounts to a below table per single room per night **from 9th until 13th of June 2008**.

PLEASE COMPLETE IN CAPITAL LETTERS

Personal Information

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	First Name	Family Name
Address				
Company		E-mail		
Tel		Fax		
Check in Date & Time		Check out Date & Time		
Card Type		Card Hold's Name		
Card No.				
Exp. Date		(mm/yy)		

Room Requirement

Deluxe Harbor view	Double <input type="checkbox"/> Twin <input type="checkbox"/>	140,000KW	* Service charge, tax not included / Breakfast KRW 24,200 added per person
Deluxe Ocean view	Double <input type="checkbox"/> Twin <input type="checkbox"/>	160,000KW	
Special Requests			

Our check in time is 2 pm. Guests arriving before 2 pm will be accommodated as rooms become available. Check out time is 12 pm and our porters will arrange to hold luggage for those guests leaving the hotel later in the day. All reservations must be guaranteed by the individual delegates for late arrival by either credit card or one night room rate as a deposit. **The rooms can be cancelled up to 48 hrs before arrival.** After this time a cancellation charge added.

* Exchange rate : USD1 = KRW 950(As of 5 March 2008)

If you wish to take advantage of this special rate,

Please return this page by **9th of May 2008** to: **Fax +82 51 742 0515**
(After that date, the Courtyard by The Westin, Busan will not be able to guarantee availability, and reservations will be made upon room and rate availability.)