

ISO-IEC JTC 1/SC 2/WG 2/IRG N 919

Date: 03/05/2002

Supersedes: None

ISO/IEC JTC1/SC2/WG2/IRG
Ideographic Rapporteur Group
Secretariat: China

Source / Contribution Identifier: **Viet Nam TCVN/JTC1/V-32**

Meeting: **IRG-19** @/ **for Macao 2002**

Issue Number: Project / Task Identifier:

TITLE: Invitation and Information for Hanoi IRG#20 Meeting

Status: For your information

Keywords: Meeting logistics

Short Description: IRG#20 will be held in Hanoi, Vietnam on 18 - 22/11/ 2002

Proposed Conclusion / Required Action: To attend the meeting

Argument / Text of Contribution: See attached.

NOTE: This is a copy of the official invitation letter. The original, printed on titled letter and hand-signed by the Director of the Institute of Sino-Nom, is sent to the IRG Rapporteur.

INSTITUTE OF SINO-NOM STUDIES

183 Dang Tien Dong - Ha Noi - Viet Nam - Tel: 844 851 3096 Fax: 844 857 0940

Hanoi, 2th May 2002

Mr. Zhang, Zhoucai
CCID, IRG Rapporteur
No. 14, 3/F, ZhiXinCun XiaoQu,
Haidian District
Beijing 100083
CHINA

Subject: Meeting of ISO/IEC JTC 1/SC 2/WG 2/IRG
to be held in Hanoi, Vietnam, 18-22/11/2002

Dear Mr. Zhang,

On behalf of the Institute of Sino-Nom Studies, I am pleased to invite and host the above-mentioned meeting.

Enclosed here please find the meeting information.

Please do not hesitate to contact me should you have any question regarding this matter.

Sincerely yours,

Trinh Khac Manh
Director
Email: manh@netnam.org.vn

1. HOST ORGANIZATION

Institute of Sino-Nom Studies (on behalf of the National Center of Social and Human Sciences)

2. HOST CONTACT

Chu Tuyet Lan
183 Dang Tien Dong - Ha Noi, Viet Nam
Tel: 844 857 4641
Fax: 844 857 0940
Email: manh@netnam.org.vn

3. LOCATION OF MEETING PLACE

Nikko Hotel Hanoi
84 Tran Nhan Tong Street - Ha Noi, Viet Nam
Tel: (84 4) 822 3535
Fax: (84 4) 822 3535
Email: sales@hotelnikkohanoi.com.vn
<http://www.nikkohotels.com>

4. HOTEL INFORMATION

Block booking has been made at Nikko Hotel. Please note that Discount Rate is available.

5. PASSPORT, VISA and VACCINATION

Participants are advised to check regulations regarding passport, visa and vaccination and particularly regarding length of notice for obtaining a visa. A list of delegates of each delegation should be sent to the organizing committee one month before the meeting so that visa procedure could be arranged for them. Otherwise, delegates should take tourist visa themselves.

6. TRANSPORTATION

Taxi from Noibai international airport to the Nikko Hotel cost about 10US\$.

Attachement A: List of hotel in Hanoi

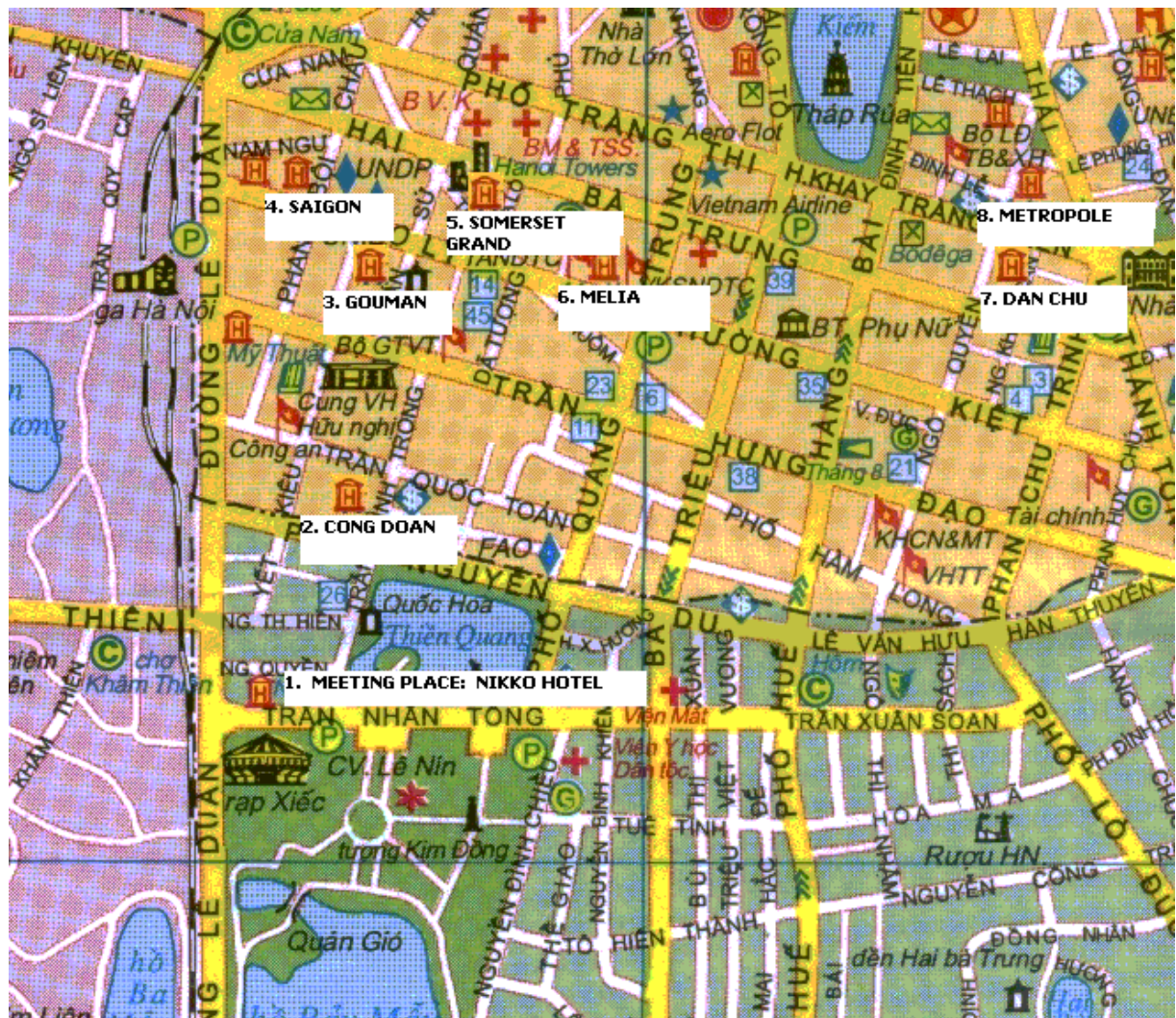
Attachement B: Schematic Map hotels in Hanoi

Attachement A. List of hotels in Hanoi
(Price as of 01/05/2002)

N	Name of hotel	Address	Email	Single (US\$)	Twin (US\$)
1	Hotel Nikko Hanoi	84 Tran Nhan Tong Street Tel: (84 4) 822 3535 Fax: (84 4) 822 3535	sales@hotelnikko.hanoi.com.vn http://www.nikkohotels.com	63.00 - 135.00	73.00 - 145.00
2	Cong doan Hotel	14 Tran Binh Trong Street Tel: (84-4) 942 1776 Fax; (84-4) 942 0762	plan.tic@fpt.vn	35.00-45.00	35.00 - 45.00
3	Gouman Hanoi Hotel	89A Ly Thuong Kiet Street Tel: (84-4) 822 2800 Fax: (84-4) 822 2822	goumanhn@hn.vnn.vn http://www.goumanhotels.com	70.00 - 180.00	70.00 - 180.00
4	Saigon Hotel	80 Ly Thuong Kiet Street Tel: (84-4) 942 4499 Fax: (84-4) 942 2631	saigonhotelhn@fpt.vn	59.00 -89.00	69.00 - 99.00
5	Somerset Grand Hanoi	49 Hai Ba Trung Street Tel: (84-4) 934 2342 Fax: (84-4) 934 2343	http://www.theascott.com	110.00 - 380.00	110.00 - 380.00
6	Melia	47 Ly Thuong Kiet Street Tel : (84-4) 934 3343 Fax: (84-4) 934 3344	ssm@meliahanoi.com.vn http://www.solmelia.com	70.00 - 110.00	90.00 - 130.00
7	Dan chu Hotel	29 Trang Tien Street Tel: (84-4) 825 4937 Fax: (84-4) 826 6786	danchu@hn.vnn.vn http://www.vietnamhotelinfo.com/danchuhotel	40.00 - 90.00	40.00 - 90.00
8	Sofitel Metropole Hanoi	15 Ngo Quyen Street Tel: (84-4) 826 6919 Fax: (84-4) 826 6920	sofitelhanoi@hn.vnn.vn http://www.Sofitel-Hanoi-Vietnam.com	180.00 - 650.00	180.00 - 650.00

and many more minihotels will be suggested if required, with the rate about 20-30 US\$/day.

Attachement B. Map of hotels and the meeting place



Subject: Re: Accommodation - Nikko
Date: Fri, 3 May 2002 12:35:07 +0700
From: "Lesley" <lesley@hotelnikkohanoi.com.vn>
To: <vietnt@itprog.gov.vn>
References: 1, 2

Mr Viet,

Hotel Nikko Hanoi

Would like to offer the special rates to your IRG # 20 Meeting

We at Nikko have many conferences - specialising in accommodation/
conferences are lakeside location - will ensure your guest will enjoy the most of
the city and have access to the largest park in Hanoi

Superior room special rate Single ()@US60++ Double ()@US70++
Nikko Executive King special rate Single ()@US95++ Double ()@US105++

No smoking room if available ()

These rates include - free laundry and daily international buffet breakfast.

We do hope your delegation will join us at Nikko and if given the
opportunity we will ensure a most welcoming and comfortable stay with us.

To: Mr Ngo Trung Viet
TCVN/JTC1

Dear Mr Viet,

IRG#20 International Meeting

As per your request, please find the attached 'Reservation form'

Let me know if I can assist you with anything further. Warmest regards,

Lesley McKenna

Public Relations ManagerAssistant

Director Sales & Marketing

EASY BOOKING

Fax to : Reservation/ Hotel Nikko Hanoi
Cc : Sales & Marketing office
Fax No : (04) 8223778
From :
Company :
Tel No. : Fax No. :
Date :

We would like to make a hotel reservation as follow:

Guest name	Arrival date	Departure date	Room type SGL / DBL	Rate US\$

- Rates are subject to 5% Service charge and 10% Government Tax
 - If you need further information and assistance, please contact us any time
-

Confirmation:

Thank you very much for your booking.

We re-confirm the above reservation with this confirmation No.:

Looking forward to welcoming you and your guests to Hotel Nikko Hanoi.

Confirmed by:

Hotel Nikko Hanoi