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ISO/IEC JTC1/SC2/WG2 IRG N [1923](#)

Date: 2013-02-24

Source:	Lu Qin, IRG Rapporteur
Title:	IRG# 40 Meeting Agenda Hong Kong, May 20-24, 2013
Status :	To be continuously updated during IRG#40
Actions required	IRG Members and Ideographic Experts
Distribution:	Electronic
Medium :	

Dear IRG Members and Experts,

According to the resolution IRG M39.1 approved by IRG#39 in Hanoi, Vietnam, the 40th meeting of the Ideographic Rapporteur Group (IRG) will be held in Hong Kong co-hosted by OGCIO, HKSARG and the Hong Kong Polytechnic University 20 – 24 May, 2013.

LOCATION:

Room PQ703, Dept. of Computing

The Hong Kong Polytechnic University, Hung Hom, Hong Kong

Tel: +852 2766 7247

Fax: +852 2774 0842

Website: <http://www.comp.polyu.edu.hk>

Email: csluqin@comp.polyu.edu.hk

Date/Time:

IRG #40 will start on Monday 20 May, 2013 at 10am¹ and conclude on Friday, 24 May, 2013.

IRG members are requested to review the tentative agenda and send comment to IRG Rapporteur by Friday 10 May, 2013.

Lu Qin, IRG Rapporteur

FAX: (852) 2774 0842, TEL: (852) 2766 7274, Mobile: (852) 9684 0623

Email: csluqin@comp.polyu.edu.hk

¹ All members activity reports should be handed to the IRG Rapporteur by Friday 17 May for distribution and presentation for the morning session on the 1st day of the meeting.

IRG Meeting No.40

Tentative Agenda

1. Opening speech by host
2. Administrative Items
 1. Roll call
 2. Approval of agenda items
 3. Assignment of meeting secretary and drafting group, other duties
 - Meeting secretary
 - Drafting group leader and members:
 - Name card Collector & Address Book Revise:
 - Participant List:
 - eMailling List:
3. Review of follow up actions:
 - Review of resolutions and action items defined by IRG#39([IRGN 1910](#)).
 - Report of WG2 #60 resolutions and follow up items ([WG2N4354/IRGN1908](#))
4. Members activity reports:
 - Standardization and implementation
 - Working report of member's Chief Editor
5. Discussion and work items in IRG #40
 - 5.1 CJK_F work: IRN1921, IRGN 1922
 - 5.2 IRG PnP: IRGN1920
 - 5.3 IRG Working Document Series update
6. IRG Work Planning and Future Meetings
 - IRG #41 Logistics:
 - Seeking IRG #43 host (Nov. 2014).
7. Editorial/Ad hoc group Meetings
 - 7.1 CJK F work
 - 7.2 Miscellaneous
8. Other Business
9. Closing : Approve Resolutions

Logistics: See details in [IRGN 1923A](#)(supersede IRGN 1898)

**Deadline
20 Apr, 13**

Harbour Plaza Metropolis, Kowloon, Hong Kong
A member of Harbour Plaza Hotels and Resorts
7 Metropolis Drive, Hung Hom
Kowloon, Hong Kong
Tel: (852) 3160 6888
Fax: (852) 3160 6999
E-mail: hpme@harbour-plaza.com
www.harbour-plaza.com/home

HOTEL RESERVATION FORM
ISO/IEC JTC1/SC2/WG2/IRG Meeting
(The Hong Kong Polytechnic University – Department of Computing)
(20-24 May 2013)

Attn: Harbour Plaza Metropolis – Ray Ng (Sales Manager)

Fax: (852) 3160-6988 Tel: (852) 3160-6890 Email: RayN@harbour-plaza.com

Harbour Plaza Metropolis, 819 guest rooms and suites are designed for guests who expect discreet luxury and modern functionality. Convenient location next to The Hong Kong Polytechnic University, direct access within walking distance. Hotel recreation: gym, sauna, Jacuzzi, outdoor swimming pool and spa & massage services. For dining, the hotel has four outstanding harbour view restaurants and bar serving International, Japanese, Thai and Chinese cuisine.
(Website: <http://www.harbour-plaza.com>)

Please fill in BLOCK LETTERS:

Name : Prof./Dr/ Mr/Ms (First name) _____ (Last name) _____

Prof./Dr/ Mr/Ms (First name) _____ (Last name) _____

Contact No. : (Tel) _____ (Fax) _____ (Email) _____

Number of Rooms: _____

Room Rate : Superior Room (260 sq.ft. with garden / city view)

- () HK\$900nett per room per night
() HK\$1,000 nett with **ONE** daily buffet breakfast
() HK\$1,100 nett with **ONE** daily buffet breakfast & in-room Internet access for one device

*** Room rates are inclusive of service charge and government tax per room per night.**

: Harbourview Room (280 sq.ft. with partial harbourview)

- () HK\$1,100 nett per room per night
() HK\$1,200 nett with **ONE** buffet breakfast per room per night
() HK\$1,310 nett with **ONE** daily buffet breakfast & in-room Internet access for one device

*** Room rates are inclusive of service charge and government tax per room per night.**

Special Request: Queen Size Bed ☐ Two Single Beds ☐ Non-smoking ☐

Arrival Date: _____ Flight _____ Time _____

Departure Date: _____ Flight _____ Time _____

Airport Shuttle: Shuttle bus – HK\$130 per person per trip to/from Airport and Hotel Arrival ☐ Departure ☐

Limousine: 4-seats Benz – HK\$600 per car per trip to/from Airport and Hotel Arrival ☐ Departure ☐

An additional charge \$150 for the limousine taken within 0030hrs to 0530hrs

*** Please approach hotel "Pick-up B06" counter for the transportation service in the Airport**

Booking Guaranteed By: Visa ☐ Master ☐

Name on Credit Card: _____ Card No. : _____ Expiry Date : _____

Date of Application : _____ Signature : _____

IMPORTANT NOTES:

- In case of any no-show, amendment or cancellation of room reservation made less than 7 days prior to your expected arrival, one night room charge will be debited on your credit card directly.
- Payment Method: All guests must settle all payments by cash or credit card upon departure. NO credit facility and credit card by 3rd party for payment is allowed.
- Rate is applicable for **19-25 May, 2013 (6 nights)** and subject to hotel's availability

****HOTEL WILL CONFIRMED THE RESERVATION WITHIN 3 WORKING DAYS****

To : Ramada Hotel Kowloon
 Attention : Irene Lo – Assistant Director of Sales - Corporate
 E-mail : adoscorp@ramada-kowloon.com.hk
 Fax Number : (852) 2721 8022 / (852) 2311 6000
 Subject : **ISO / IEC JTC1 / SC2 / WG2 / IRG MEETING**

Dear Sir,

Ramada Hotel Kowloon is pleased to offer a Super-Save Rate at **HK\$700** for single/double occupancy which subject to 10% service charge per room per night under Superior room category & **HK\$60** per person per meal of buffet breakfast for those guests who join the captioned conference held by The Hong Kong Polytechnic University for coming May 2013. For reservation, please fill in the reservation form as below and return to us for confirmation.

*** Kindly make the reservation on or before **22 April 2013**. All reservations are subject to room availability and hotel's confirmation.*

Part I – To be completed by accommodation application

Date: _____

☐ Reservation

☐ Adjustment

☐ Cancellation

Guest Name : _____

Arrival Date : _____ Arrival Flight _____

Departure Date : _____ Departure Flight _____

No. of room (s) : _____ Special Request(s) _____

Transportation required: Yes () HK\$90 per trip per person (one day in advance) No ()

Credit card Number : _____ Expiry Date _____

For Guarantee Purpose *Cancellation only accepted 7 days prior to arrival, otherwise one night room rental will be charged as penalty*

Name of Application : _____ Signature : _____

E-mail : _____ Fax : _____

Part II – To be completed by Hotel

☐ Reservation Accepted ☐ Reservation Rejected / Reason _____

Room Rate : _____ Remarks : _____

Signature: _____ Date : _____

**Logistics¹ Arrangement for
ISO/IEC JTC1/SC2/WG2/IRG Meeting #40
Hong Kong, 20-24 May, 2013**

(Co-Hosted by OGCIO, HKSARG and HK Polytechnic University)

MEETING PLACE

Room PQ 703, Hong Kong Polytechnic University, Hung Hom, Hong Kong

Meeting room: Room PQ703, Mong Man Wai Building, the Hong Kong Polytechnic University, Hung Hom, Hong Kong (Marked in the attached campus map).

Facility: Wireless connection to internet will be provided in the meeting room during the meeting. Limited printing can be handled upon request.

HOSTS

The IRG Meeting No. 40 will be co-hosted by the Office of the Government Chief Information Officer of the Hong Kong SAR Government and the Hong Kong Polytechnic University.

CONTACT PERSONS

General contact

Prof. LU Qin: csluqin@comp.polyu.edu.hk

Phone : (852) 2766 7247, (852) 9684 0623(mobile)

Fax : (852) 2774 0842

Visa and logistics:

Mr. Chiu Tin Shing: cstschiu@comp.polyu.edu.hk

Phone: (852) 2766 7324

OGCIO,HKSARG

Ms. Cendy Li : cendyli@ogcio.gov.hk

Phone (852) 3182 6722

WELCOME DINNER :

On Wed. 22 May, 2012. Details will be announced at the first day of the meeting.

VISA APPLICATION :

Passport holders of many countries do not need visa to visit HK. Please check HKSARG government Website to see if you need visa application at : http://www.immd.gov.hk/ehhtml/hkvisas_4.htm

If you need invitation letter for visa/travel-permit application, please contact Mr. Chiu Tin Shing: cstschiu@comp.polyu.edu.hk. Please provide personal particulars including name, travel document number, intended stay period in case you want longer stay. If there are additional requirement from your government for travel arrangement, please send such request. Invitation letters will be issued through the Department of Computing at the HK Polytechnic University. (Note: the Hong Kong Polytechnic University is the inviting body and cannot serve as your guarantor).

¹ Note: This document supersede IRGN1898.

GENERAL DESCRIPTION MEETING LOCATION AND TRAVEL INFO

The Hong Kong Polytechnic University is 5 min. from Tsim Sha Tsui East, a very popular tourist district. It is also only 2 minutes away from the train station to ShenZhen(China), the subway system, and all the tunnel buses to Hong Kong island. There are plenty of places to eat close to campus. Tourist information can be found in the Hong Kong Tourist Association Website in a number of different languages. Please follow the links to find more information (www.hkta.org). Tourist packages including tourist attractions and maps are available at airport and most of the hotels.

HOTELS

Many travel agencies provide good travel packages to HK. In fact, you can almost stay in any hotel in HK which would have good access to HK Polytechnic University by Train, MTR, or bus. Taxi is also plentiful. Special arrangements are made with two hotels within walking distance to campus:

1. Hotel Harbour Plaza Metropolis(<http://www.harbour-plaza.com/hpme>), right next to the Hung Hom Train station, starting at rate HKD 900(including tax).
2. Ramada Hotel Kowloon(<http://www.ramadahongkong.com/>) in TST area, starting rate HKD 700 + tax. (note: the transportation charge if selected in the reservation form is for one way travel between airport-hotel).

The reservation forms prepared by the hotels are ready for download. Please fill up the form and send reservation directly to your choice hotel for reservations.

HONG KONG POLYTECHNIC UNIV. INFORMATION

Univ. Website: <http://www.polyu.edu.hk>

Dept of Computing Website: <http://www.comp.polyu.edu.hk>

Campus Map: <http://www.polyu.edu.hk/fmo/facilities/images/Leaflet-Campus.gif>

Locations for lunches on Campus

Due to special situation this year, student canteens on campus are not open to visitors. But there are still some smaller coffee shops which welcome visitors(their locations are marked on the map). For off campus eating, there should be many eatery places in T.S.T. East.(尖東) and Metropolis Plaza (紅磡都會大廈) which are only about 10 minutes walks from campus.

Catering Location A:

Restaurant	Location	Service	Type of food
Theatre Lounge 劇院茶座	G/F, Chung Sze Yuen Building adjacent to Chiang Chen Studio Theatre 鍾士元樓地下，鄰接蔣震劇院	Waiter- service 服務生	International 多國美食

Catering Location B:

Restaurant	Location	Service	Type of food
Coffee Habitu Habitu 咖啡亭	G/F, Between GH GH 樓地下	Simple food and coffee 櫃檯	Fast-food 快餐

Catering Location C:

Restaurant	Location	Service	Type of food
Lawn Café	G/F & 1/F of N Block	Semi-table	Sandwiches

		service 自助	三文治
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Food at Hung Hom MTR Station:

Restaurant	Location	Service	Type of food
McDonald's 麥當勞	Restaurant No.2, Mezzanine Level, MTR Hung Hom Station, Kowloon 紅磡九廣鐵路紅磡站	Self-service 自助	Fast-food 快餐
Maxim's Express 美心鐵路快餐廳	Restaurant No.1, Mezzanine Level, MTR Hung Hom Station, Kowloon 紅磡九廣鐵路紅磡站	Self-service 自助	Fast-food 快餐

IRGN1923A: IRGMeeting No. 40 Logistics

TST East Area has many Restaurants and fast food, and local takeaway snacks (Take walkway path at Block D to TST East)

Take elevator at Block P to 7th floor,
Meeting place: Room PQ703, Mong Man Wai Bldg.

Catering Information at
Hung Hom MTR Station

Catering Location A
G/F, Chung Sze Yuen Bldg

Catering Location B
G/F, between Blocks GH

Catering Location C
G/F & 1/F of Block N

