

# ISO/IEC JTC 1/SC 32 N 0207

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REPLACES: --

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<b>TITLE</b>	Meeting Notice and Information, ISO/IEC JTC 1/SC 32 Working Group Tutorial Meeting (21 May 1999) and Plenary (24 & 28 May 1999), Matsue, Japan
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Douglas Mann, Secretariat, ISO/IEC JTC 1/SC 32

Pacific Northwest National Laboratory \*, 901 D Street, SW., Suite 900, Washington, DC, 20024-2115,  
United States of America

Telephone: +1 703 575 2114; Facsimile: +1 703 681 9180; E-mail: [MannD@battelle.org](mailto:MannD@battelle.org)

\*Pacific Northwest National Laboratory (PNL) administers the ISO/IEC JTC 1/SC 32 Secretariat on behalf of ANSI

# ISO/IEC JTC 1/SC 32 Plenary and WGs meetings, 1999-05-17/29, Matsue, Japan

## Meeting Host

Host Organization: Japanese Industrial Standards Committee (JISC)  
Meeting Secretariat: Information Processing Society of Japan/  
Information Technology Standards Commission of Japan (IPSJ/ITSCJ)

## Meeting Location (See Attachment A)

Meetings will be held at the Kunibiki Messe (Shimane Prefectural Industrial Interchange Center). Kunibiki Messe is the core center for all the convention facilities in Shimane. This is a full-scale convention facility that offers both exhibition and conference facilities.

**Kunibiki Messe** ( Shimane Prefectural Industrial Interchange Center )

3669 Nishikawatsu-chou, Matsue-shi, Shimane 690-0823, Japan

TEL : +81-852-24-1111 FAX : +81-852-22-9219

## Meeting Arrangements

Mr. Kazuo Masai  
Email: ( sc32\_j@soft.hitachi.co.jp )  
Fax: +81-45-865-9008

## Registration

Delegates are requested to fill the attached form below and send it to the person in charge in the above Meeting Arrangements by 1999-03-31. Registration by E-mail is recommended. We will provide you with a registration acknowledgment by E-mail.

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**Registration Form** : sc32\_j@soft.hitachi.co.jp  
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ISO/IEC JTC 1/SC 32 Plenary and WGs meeting,  
1999-05-17/29, Matsue, Japan

(Mr/Ms/Mrs/Dr/Prof) Family name:

First Name:

Affiliation:

Address:

City:

Country:

Telephone:

Fax:

Email:

I shall be accompanied by:

Family name:

First Name:

**PARTICIPATION** / Please indicate your attendance.

- SC 32 HoD/C
  - SC 32 Plenary
  - WG 1
  - WG 2
  - WG 3
  - WG 4
  - WG 5
- 

### **Computer Facilities**

There will be PCs and a laser printer (with facilities for connection of notebook computers) available for the use of delegates. Word Version 7.0 will be provided. There will also be facility for email and WWW access.

### **Facilities Fee**

No fee required. Cost for hosting international Standards meeting and to supply all the facilities which are now taken for granted by delegates is fully covered by IPSJ/ITSCJ and the city of Matsue.

### **Access to Matsue Station**

1. Tokyo(Narita) International Airport --80min. by Limousine bus--> Haneda Airport --airplane--> Izumo Airport --bus--> Matsue Station  
Depending on the arrival time at the international airport you might have to stay 1 night before flying to Izumo Airport. Please check at your travel agency.
2. Kansai International Airport --35min. by Limousine bus--> Osaka International Airport --airplane--> Izumo Airport --bus--> Matsue Station

### **Visas and Passports**

Participants are advised to consult with your travel agency to see if there is any regulatory requirement for entering Japan such as visa. It should be noted that the lead time for the issuance of visa, if required, usually varies from country to country. In case any substantiating document is required to acquire a visa, please contact the meeting host as soon as possible.

**Hotels**

There is only a few hotels in the Matsue district capable of understanding English.  
Please note that you are responsible for booking your accommodation.

***CENTRALLY LOCATED HOTELS***

Participants wishing to reserve rooms in these hotels should complete the HOTEL RESERVATION FORM (See **Attachment B**) and return it by fax to the hotels directly.

<i>Address/Contact Details</i>	<i>Rate Validity per night ( single room )</i>	<i>Description</i>
Matsue Tokyu Inn  Tel +81-852-27-3158 Fax +81-852-25-1327  5 min walk distance to Kunibiki Messe	R/C            7,900yen - Breakfast    1,200yen Lunch         1,000yen Dinner        3,000yen -  10% Off from above rate if reservation made before 31 March 1999. (SC32 related members only)	Located just in front of Matsue Station and bus terminal.  Close to ICHIBATA department store and SATY supermarket.
Matsue Washington Hotel  Tel +81-852-22-4111 Fax +81-852-22-4120  8 min walk distance to Kunibiki Messe	R/C            * 7,770yen - Breakfast    * 1,260yen Lunch         * 1,050yen Dinner        * 2,310yen -  8,000yen for single room with breakfast if reservation made before 31 March 1999. (SC32 related members only)	Located in the center of Matsue .
Matsue New Urban hotel (Annex)  Tel +81-852-23-0003 Fax +81-852-23-0012  8 min by taxi distance to Kunibiki Messe	R/C            7,500yen - Breakfast    800yen Dinner        1,000 yen-  10% Off from above rate if reservation made before 31 March 1999. (SC32 related members only)	Located near Lake of Shinji. Jogging course and convenience store available in neighborhood.

**\* Tax and Service charge included**

**N.B. RATES ARE SUBJECT TO CHANGE WITHOUT NOTICE.**

**Make bookings directly with hotel of your choice.**

**All rates are quoted in Japanese Yen.**

**Please ask for the special SC32 rate when booking.**

**No rooms have been reserved.**

**Please book as early as possible as rooms are subject to availability.**

**Most hotels will require your credit card details which will be held as a guarantee of your arrival.**

**Travel Tips**

Electrical voltage is 100 AC 60 cycles, with 2 flat-pin outlets. A number of main extension leads and multiple outlet power boards will be available for use in the meeting rooms.

Telephone outlets are compatible to the American modular (RJ45) plug, but some hotel room does not have modular sockets.

Tipping is not needed and not accepted. Service charges are added to hotel bills.

Smoking in public buildings are limited to special smoking areas.

**Departure from Japan**

Every person must pay a 2,040yen (Tax included) as a Passenger Service Facilities Charge.

**Climate**

May in Japan is generally fine although there is often a chance of rain. The average daytime temperature range is approximately 23 Centigrade. It can be cooler at night.

**Insurance**

The organizers cannot accept any responsibility for accidents, losses, and/or damages which may occur. Delegates are advised to obtain travel, medical, personal accident and luggage insurance in their home countries prior to departure.

**Credit Cards**

American Express, Master Card, Visa and some other major cards are widely accepted in hotels, restaurants and shops.

**Cash**

Cash withdrawal is possible at the Sanin-Godo BANK in Matsue close to Kunibiki Messe.

You have to show your passport & VISA card. ( VISA card only. )

**Further Inquires**

Refer to the above Meeting Arrangements.

**Spouse Program** \*Detail will be informed later.

Conference participants are also welcome if you have free time.

Rattan's Handicraft (Saturday's PM Fare 1,000yen (Including materials))

Wood's Handicraft (Fri. Sat. Sunday Fare 600 yen - (Including materials))

Weaving (Tue. - Sunday Fare 500 yen - 3,000 yen (Including materials))

Ceramics art (Sat. Sunday Fare 4,000 yen (Including materials))

Traditional Japanese handicraft by Japanese paper

(Wed. - Sunday Fare 2,000 yen - (Including materials))

**Useful Website**

<http://www.joho-shimane.or.jp/cc/messe/eindex.html>

