

ISO/IEC JTC 1/SC 32 N 0670

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available from the JTC 1/SC 32 WebSite <http://www.jtc1sc32.org/>

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

Draft General Information

The ISO/IEC JTC1/SC32 Seoul Meetings
April 29~May 10, 2002
Seoul, Korea

Hosted by **KATS**
(Korean Agency for Technology and Standards)

Organized by **KSA**
(Korea Standards Association)

1. MEETING LOCATION

The Sheraton Walker Hill Hotel

San 21, Kwangjang-dong, Kwangjin-ku, Seoul 143-708, Republic of Korea

Phone: +82 2 455 5000

Fax: +82 2 450 4863

<http://www.walkerhill.co.kr>

2. MEETING DATES

■ ISO/IEC/JTC1/SC 32 :

First Week : from 29th(Mon) April to 3rd(Fri) May 2002

Second Week : from 6th(Mon) to 10th(Fri) May 2002

3. MEETING HOURS

Unless otherwise specified during the meeting, meeting hours will be as follows:

Morning sessions : 09.00 h to 12.30 h

Luncheon interval : 12.30 h to 14.00 h

Afternoon sessions : 14.00 h to 17.30 h

Coffee breaks : 10.30 h and 15.30 h for about 30 minutes

4. MEETING DOCUMENTS

Delegates are advised to bring all relevant documents for the meeting with them. Spare copies of the documents listed on the agenda will not be available at the meeting. If delegates wish to

table additional documents, they should ensure that they bring sufficient copies. Copying facilities will be available only for reproduction of documents drafted during the meeting.

5. MEETING HOST

The meeting is hosted by Korea Agency for Technology and Standards (KATS), which is serving as Korea National Body of ISO and IEC.

6. CONTACT FOR MEETING

■ **KATS** : # 2, Joongang-dong, Kwachon-si, Kyonggi-do, Republic of Korea

Min-Hwa Jeong

Tel: +82-2-509-7404

E-mail: mhjeong@ats.go.kr

7. REGISTRATION

Delegates for the ISO/IEC/JTC1/SC32 Meetings are requested to complete the registration form attached in Annex 1 on each meeting, and then emailing or faxing **no later than 15th March 2002.**

8. SOCIAL EVENTS

Delegates and their accompanying persons are invited to attend the receptions. The Welcoming reception for ISO/IEC/JTC1/SC32 participants will be held in the evening of the 7th(Tues) May.

9. TRANSPORTATION

For transportation to the Sheraton Walker Hill Hotel, we recommend the limousine bus (to Jamsil No.1) service provided by Korean Air at the Incheon International Airport. The fare requires local currency 10,000 won.

10. ACCOMMODATION

Special arrangements have been made with the Sheraton Walker Hill Hotel to accommodate delegates and their accompanying persons of ISO/IEC/JTC1/SC32 meetings. The one-night rate for a deluxe (twin) room is 215,000 Won (excluding service charge). Staying at the Sheraton Walker Hill Hotel entitles you to a 10% discount for meals at the various restaurants in the hotel.

For a more economical choice, The Dong Seoul Hotel located only minutes away from the meeting place (the Sheraton Walker Hill Hotel) is available. The one-night rate for a deluxe

twin room is 110,000 Won (excluding service charge). Transportation to the meeting place is only 10 minutes by taxi. Taxi fare is approximately 6,000 Won.

Dong Seoul Hotel

Phone: +82 2 455 1100

Fax: +82 2 455 6311

E-mail: dshotel@kornet.net, dongseoul@netsgo.com

11. GENERAL INFORMATION

1) Visa

Most visitors with confirmed outbound tickets may stay up to fifteen days without visas, although this does not apply to certain nationalities. Please check with your travel agent or Korea embassy or consulate in your country in advance of your trip.

2) Weather

The weather in Seoul in May is a spring that is sunny and mild during the day and a little bit hot in the noon. Temperature during the day ranges from 18 to 24 (64 to 75) while temperature at night can fall to 14°C (57).

3) Currency/Credit Cards

The unit of currency in Korea is *WON*. The exchange rate is approximately 1,280 Won to US\$1.00 as of August 2001. US dollars and major credit cards are also acceptable at most hotels and restaurants. Currency exchange offices are located at local banks, Airport and hotels. Please note that most restaurants and shops throughout Seoul accept only Korean Currency with the exception of Hotels.

4) Business Hours

Most offices are open 9am to 6pm from Monday to Friday, and up to 1pm on Saturday. Banks are working from 9:30am to 4:30pm on weekdays and from 9:30am to 1:30pm on Saturday.

5) Electricity

220 Volt (60Hz) only is available at the meeting place. A round two-pin plug is used.

6) Telephone

There are public telephones throughout the city. Phone cards in 2,000, 3,000, 5,000 or 10,000 won can be purchased at hotels. How to make international call is to press 001 or 002(international access code) first and then press country code, area code and personal telephone number.

The above information will be partially changeable according to the circumstances.

<Annex 1>

Registration Form

The ISO/IEC JTC1/SC32 Meetings
Seoul, 2002

Delegates are Kindly requested to Complete this form and send it to **Secretariat of their National Committee** in due time to for the Committee to be able to ensure its arrival, **before 2002-03-15**, at the following address:

Korean Agency for Technology and Standards Tel: +82-2-509-7404
2 Joongang-dong, Kwachon-si, Kyonggi-do Fax: +82-2-507-1924
Republic of Korea e-mail: mhjeong@ats.go.kr

PLEASE WRITE IN BLOCK LETTERS

The following individual will attend the ISO/IEC/JTC1 SC 32 plenary meeting as:

- delegate from the National Body of
 as Head of Delegation.
 representative from Liaison

Name (Mr., Mrs., Miss) First name
Company/Organization:
Telephone No. Fax No.
E-mail

Delegate of ISO/IEC/JTC1 SC 32 Others
(Specify :)

Accompanied by (Mr., Mrs., Miss):

Date of arrival: Date departure: