ISO/TC 46 Plenary meetings week in Beijing, CHINA
1st–5th June 2015
Invitation and logistical information

According to Resolution 2014-16 we are pleased to announce that ISO/TC 46 will hold the 42nd plenary meeting week in Beijing, China from the 1st to 5th of June 2015 at ISTIC, at the kind invitation of Standardization Administration of China (SAC).

Please see Invitation Beijing 2015 to TC46 Plenary 2014: document TC 46 N2495

All documents regarding the Beijing meeting in June 2015 are available in the TC 46 field below:
https://ecom.afnor.org/livelink-fr/livelink.exe/Open/22467352

For information and registration before the 1st of May 2015

ISO/TC 46 Secretariat

ISO TC 46
"Information and documentation"

Date: 2015-01-19

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ISO/TC46 N 2433
Logistics information
for the 42\textsuperscript{nd} ISO TC46 Plenary meeting
(1-5 June 2015, ISTIC, Beijing, China)

WELCOME
SAC (Standardization Administration of China) and ISTIC (Institute of Scientific and Technical Information of China) are pleased to invite all the ISO/TC46 members and liaisons to the meeting at ISTIC from 1 to 5 June 2015 in Beijing.

Venue of the meeting
Institute of Scientific and Technical Information of China, ISTIC
No.15 Fuxing road, Haidian District, Beijing, 100038, China
Tel: 86-10-5888-2319, 86-10-5888-2507
Fax: 86-10-5888-2321
E-mail:tc46@istic.ac.cn
Website: http://tc46.istic.ac.cn; http://www.istic.ac.cn

Registration
Delegates are requested to complete the online registration form at http://tc46.istic.ac.cn.
Contact: tc46@istic.ac.cn

ACCOMODATION
The recommended hotels with different rates are listed in attachment D.
There are websites such as http://english.ctrip.com/, http://www.elong.net/ providing information regarding accommodation in and around Beijing.
Booking service of Media Center and China Palace Hotel with reduced price is available through online registration, and Media Center is highly recommended for its neighboring to ISTIC. Please note the deadline is 1\textsuperscript{st} May, 2015.

Lunch
ISTIC shall provide lunch for delegates during meeting week.
Lunch shall be available at 2\textsuperscript{nd} floor of ISTIC staff canteen between 12:30 to 14:00 hrs.

SPECIAL EVENTS
<Welcome reception>
A welcome reception hosted by ISTIC.
Wednesday, June 3, 2015 7:00-9:00 PM
Place is to be determined.
All the delegates and accompanying persons are welcome to the reception and enjoy a happy time.

<Social events>
Monday 2015-06-01 (13:00-17:00) National library of China visit (Chinese rare books)
You may find more useful information from the following attachments:

**Attachment A**: Maps and transportations to meeting venue.

**Attachment B**: Beijing travel tips for TC46 Beijing 2015.

**Attachment C**: Meeting website & online registration instructions.

**Attachment D**: Recommended hotel accommodation
Attachment A: Maps and transportations to meeting venue

Institute of Scientific and Technical Information of China
Transportation
*(Beijing Capital international Airport- ISTIC)*

The Beijing Capital International Airport is the main international airport in Beijing, China. The airport is located in Chaoyang District of Beijing. It is about 25.35km from the Tian-anmen Square, and about 32 km northeast of the city center. You may choose taxi, shuttle bus or subway from the Beijing Capital Airport to ISTIC after arriving in Beijing.

**By taxi:** It will take about one hour from the Beijing Capital Airport to ISTIC and the cost fare is about 130 RMB (USD $21.4).

![beijing airport taxi](image)

**By shuttle bus No.4 (Capital Airport - Guzhufen):** It will take about one and half hour from the Beijing Capital Airport to Guzhufen, which is about 10-min walk to ISTIC. The bus fare is 24 RMB (USD $3.9).

**By Subway:** you can take Beijing airport express train at Terminal 3 of Beijing Capital Airport to Dongzhimen, transfer to subway line 2 at this station to Fuxingmen, and then transfer to subway line 1 at Fuxingmen to Military Museum, which is about 10-min walk to ISTIC.

![Beijing Subway Map (Click to Enlarge)](image)
Attachment B: Beijing travel tips for TC46 Beijing 2015

Passport & Visa
Passport: Participants and accompanying persons are advised to make their own arrangements with respect to entering China. Individuals requiring an official letter of invitation in order to obtain a visa and authorization to attend the meeting should confirm the personal information in online registration and choose the official invitation requiring option no later than 1 May, 2015, the following personal information might be included in the invitation letter: name, country, organization, corresponding address, E-mail, Date of Birth, passport No. etc.

Weather
In early June, the weather of Beijing is usually sunny and a little hot with an average temperature about 28°C. A light dress is recommended.

Currency and Credit Cards
The Chinese Currency is RMB, the bank notes denominations of RMB are 100-yuan, 50-yuan, 20-yuan, 10-yuan, 5-yuan, 1-yuan, and coin denominations of 1-yuan, 5-jiao, and 1-jiao. Foreign bank notes and traveler’s check can be converted into RMB at the airport, most banks and hotels. The exchange rate fluctuated with market, and the current exchange rate is approximately 6.12 RMB per 1 US $.
International credit cards such as Visa, Master, Diners club and JCB are accepted at hotels, department stores and most of restaurants.
Tipping is not a custom in China.

Electricity
In China, outlet for 220 volts is available. Please check the voltage of the power supply before using your equipment.

Travelling & Sightseeing
ISTIC is in the center of Beijing. There are a great number of tourist attractions in this area, including the Forbidden City (The Palace Museum), the Tiananmen Square, Great Hall of the People, Wangfujing Street, Zhongshan Park, Beihai Park, Jingshan Park, National Theatre, National Museum, etc.

http://www.ebeijing.gov.cn/
eBeijing, the official Website of the Beijing Government lists travel, weather, food, entertainment, and other useful information about Beijing

http://www.tour-beijing.com/travel_tips/
Beijing tour tip information about Beijing city tour, Beijing theme tour, and other travel information in Beijing
Attachment C: Meeting website & online registration instructions

The website of 2015 TC46 meeting provides brief information about ISO TC46, SAC/TC4, and online registration for 2015 ISO TC46 meeting.
Online registration at [http://tc46.istic.ac.cn](http://tc46.istic.ac.cn)

Delegates should complete online meeting registration as soon as possible, but not later than 1st May 2015.

Step 1: link [http://tc46.istic.ac.cn](http://tc46.istic.ac.cn) and choose “online registration” to start your registration.
Step 2: enter your valid E-mail as the username of your registration.

Plenary Meeting: ISO Technical Committee on Information and Documentation (ISO TC46)
Monday, 1 June-Friday, 5 June, 2015

Institute of Scientific and Technical Information of China
Fuxing Road 15,
Beijing, Haidian District 100038
China
Liu Chunyan, Duan Liping
Email: tc46@istc.ac.cn
Phone: 86-10-68882319; 86-10-68882207

Basic Information
34 years after hosting ISO TC46 in Nanjing, China, now SAC (Standardization Administration of the People’s Republic of China) and ISTIC (Institute of Scientific and Technical Information of China) have the greatest pleasure and honor to host again ISO TC46 and all of its SC and WG meetings in Beijing, China from 1 to 5 June 2015.

As the national-level Institute of Scientific and Technical Information under the Ministry of Science and Technology of China, ISTIC is also tasked by SAC as the China National Body of ISO TC46. Now we are looking forward to meeting all the ISO TC46 international standard experts around the world in Beijing.

Start Your Registration

<table>
<thead>
<tr>
<th>Email Address:</th>
<th>Enter Your Email...</th>
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<tbody>
<tr>
<td>Verify Email Address:</td>
<td>Enter Your Email Again...</td>
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</table>

Register Now »
Step 3: fill out your personal information in the blanks.

Step 4: choose the agenda items you want to attend.
Step 5: choose the room type and date of check in and check out if you want to book hotel by host, if not, please choose “by myself”.

Step 6: check the information you provided and confirm it to finish your registration.
Attachment D: recommended hotel accommodation

There are plenty of hotels ranging from luxury five stars to budget three stars in downtown Beijing.

Media Center
No. 11 B Fuxing Road, Haidian District
Tel: (86-10) 68514422

China palace Hotel
No.1 Zhenwumiao Road, Fuxingmen Ave, Xicheng District
Tel: 86-10-68576699

Beijing Hotel
Add: NO.33 East Changan Avenue, Beijing China
Tel: (86-10) 65137766

The Peninsula Beijing Hotel
8 Goldfish Lane, Wangfujing, Beijing, China
Tel: +86 10 8516 2888

Jianguo Hotel-Beijing
5 Jianguomenwai Avenue, Chaoyang District
Tel: 4000-13-4000(Free)
http://www.bswhotel.com/skin_index_40101010_4_en