

## Information for Participants

The WMO/CAS/WGTMR Meeting (10-11 October 2011) and the WMO/WWRP Monsoon Heavy Rainfall Workshop (MHR) (12-14 October 2011) will be held in Beijing, China at the China Meteorological Organization (CMA). The host organizations are the National Meteorological Center (NMC) and the Chinese Academy of Meteorological Sciences of CMA.

### Please refer to the annexes for details:

1. Annex I, II and III are for the WGTMR Meeting participants, while Annex IV, V and VI are for the MHR workshop participants.

### Venue

2. The WGTMR Meeting and the MHR workshop will be held at the same place which is the Multi-Functional Hall of China Meteorological Administration (CMA) Science and Technology Building.

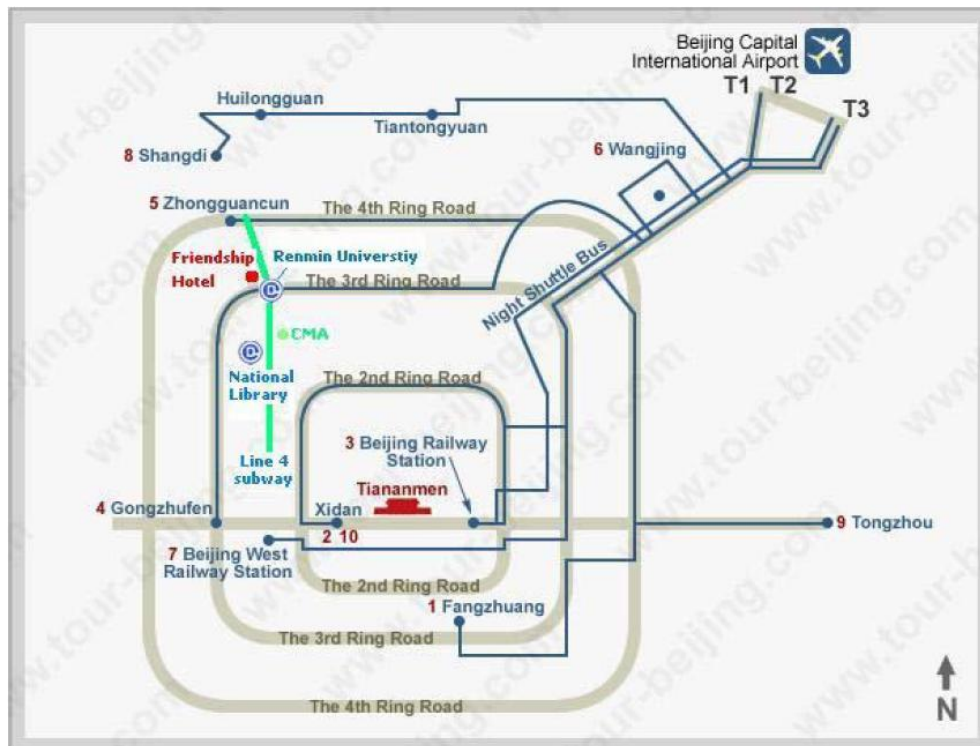
### Hotel Arrangement

3. Hotel reservations will be made by the local organization committee. The participants are asked to fill the Hotel Reservation Form. (**Annex III-WG** and **VI-MHR**). If you will attend both meetings, both **Annex III** and **VI** are needed. Please fill them separately.
4. There are two choices for the participants, Hubei Hotel and Hotel NIKKO New Century Beijing.
  - **BEIJING HUBEI HOTEL**  
Website: <http://www.bjhbd.com.cn/Index.asp>  
Address: No. 36 Zhongguancun Nandajie, Haidian District.  
Switchboard: 86-10-62172288  
Dining reservation: 86-10-62172288  
Fax: 86-10-62172288  
E-mail: [hubeihotel@163.com](mailto:hubeihotel@163.com)
  - **HOTEL NIKKO NEW CENTURY BEIJING**  
Website: <http://www.newcenturyhotel.com.cn/>  
Address: No. 6 South Shou Ti Road Hai Dian District.  
Reservation Hotline: 4008899093 (in China)  
Reservation Hotline: +86-592-5199895
5. The Hubei Hotel and Hotel NIKKO New Century Beijing both accept foreign credit card (Visa, Master, Diners Club, American Express, and JCB).
6. The Hubei Hotel provides two kinds of rooms: "single room" at RMB480 per night and "standard room" at RMB400 per night. Hotel NIKKO New Century Beijing provides only the standard room at RMB600 per night.
7. The standard room has two beds provided for one or two persons. The single room has only one bed for one person.

8. The breakfast is not included in the hotel fee. Hubei hotel's breakfast is 58 RMB per person. NIKKO's breakfast is 78 or 138 RMB per person.
9. The internet and broadband in Hubei Hotel and NIKKO is free.

## Transportation

10. No airport transportation will be provided by the local organization committee. You may take the following ways to the Hotels:
  - 1) By Airport Shuttle Bus: Take Shuttle Bus Line 4, to No. 7 station "Friendship Hotel"(北京友谊宾馆), where you can take subway Line 4 at "Renmin University"(人民大学) to "National Library"(国家图书馆). You will find CMA on the opposite side of the road.



### Shuttle Bus Line 4 Information:

- Capital Airport to Gongzhufen (机场 – 公主坟)  
Stops: 1. China International Exhibition Center; 2. Xibahe; 3. Anzhen Bridge; 4. Madian Bridge; 5. Beitaipingzhuang; 6. Jimen Bridge; **7. Friendship Hotel**; 8. Beijing TV Station; 9. Zizhu Bridge; 10. Hangtian Bridge; 11. Gongzhufen (Xinxing Hotel)  
First bus: 7:00  
Final bus: 24:00
- Gongzhufen to Capital Airport (公主坟 – 机场)  
Stops: 1. Gongzhufen(Xinxing Hotel); **2. Friendship Hotel(North Entry Air Ticket Office)**; 3. Beitaipingzhuang (50m from the east of the crossroad); 4. Anzhen Building; 5. Capital Airport  
First bus: 5:40  
Final bus: 24:00

- 2) By Taxi: the taxi fare is around RMB 140.  
Please print the following signs and take it with you when you travel to Beijing.

Please take me to the Beijing Hubei Hotel

## 请到湖北大厦

地址：海淀区中关村南大街 36 号，国家图书馆对面。

电话：(010)62172288-8200

Add. : No.36, Zhongguancun Nandajie, Haidian District  
Hotel Tel: 86-10-62172288

Please take me to the Hotel NIKKO New Century Beijing

## 请到新世纪日航酒店

地址：北京海淀区首体南路 6 号。

电话：(010) 68492001

Add. : No.6 Southern Road Capital Gym Haidian District,  
Hotel Tel: 86-10-68492001

Please take me to CMA

## 请到中国气象局

地址：海淀区中关村南大街 46 号气象科技大楼

电话：(010)6840 7055

Add. : No.46 Zhongguancun Nandajie, Haidian District

Please take me to the Beijing Capital International Airport.

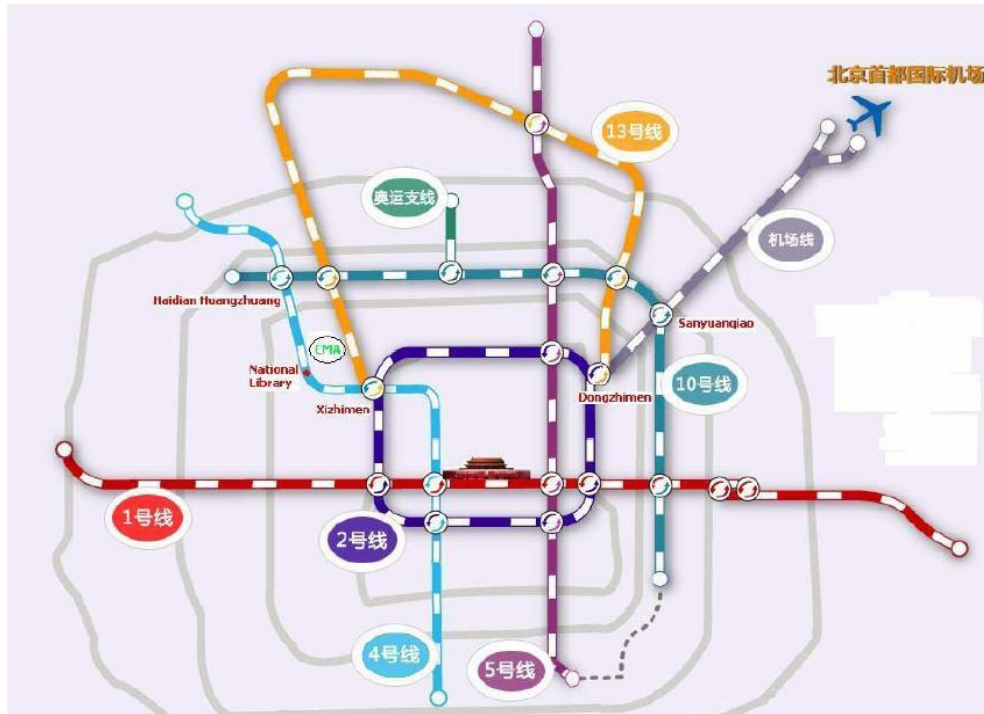
Thank you!

## 请送我到首都国际机场,谢谢!

### 3) By Subway:

(a) Take airport express line to Sanyuanqiao, change to Line 10 to Haidian Huangzhuang, change to Line 4 to National Library, and you will find CMA on the opposite side of the road.

(b) Take airport express line to Dongzhimen, change to Line 2 to Xizhimen, then change to Line 4 to National Library, and you will find CMA on the opposite side of the road.



## Visa

11. Participants requiring a visa to China are strongly encouraged to duly fill up the attached visa assistance form (**Annex II** or **Annex V**) and return to the local organization committee as soon as possible, no later than **10 September 2011**. Please note that most government offices in China will be close from 1-7 October in celebration of China's National Day.

## Currency Exchange, Credit Cards, and Money

12. Local currency is the Chinese Yuan (RMB), with the approximate value 1 Euro = 9.37RMB, 1 USD = 6.46 RMB (Rates on 4 July 2011). The exchange rate is subject to daily variations. Chinese currency is decimal. Notes come in 100, 50, 20, 10, 5, and 1 yuan denominations. Coins come in 10c, 50c denominations.

13. Major currencies can be exchanged at the banks nearby. There is usually long queue in banks, so you are advised to exchange some money at the Airport or at the hotel reception.

14. The most common credit cards (e.g. Visa, American Express, Master Card, Diners club, and JCB) are accepted at major hotels and stores.

## Climate and Weather

15. Climatological features of Beijing for October:
- Mean monthly maximum temperature: 19.1°C
  - Mean monthly minimum temperature: 7.9°C
  - Average monthly rainfall: 21.8mm
  - Average number of rainy days: 5
16. Update weather information in Beijing can be found on CMA's websites ( <http://www.weather.com.cn/english>, or <http://www.cma.gov.cn/en> ).

## Health requirements/Medical Services

17. Up to date information on international travel and health is provided by the World Health Organization (WHO) at the following Website:  
<http://www.who.int/ith/countries/listc/en/>.
18. Medical services are of a high standard and most international prescription drugs are readily available through retail pharmacies. It is suggested that you bring personal medical insurance for the duration of the trip.

## Time Zone

19. The China Standard Time (Beijing Standard Time) is eight (8) hours ahead of UTC/GMT
- Greenwich Mean Time (GMT) + 8 hr (=MET)

## Internet facilities and electricity

20. Provision has been made in the meeting room for wireless Internet connection. Internet connections will also be available in the Internet corner. The standard voltage in China is 220 volts, 50Hz. The below plugs are usually used.

If your appliances plug has a different shape, you may need a plug adapter.



## Insurance

21. The participants should take responsibility of their travel and health insurance which covers their travel and visit period.

## **Local Organizing Committee**

22. For any further information, please do not hesitate to contact us at the following address:

- **Ms. LIU Shuang (for TMR WG Meeting)**

National Meteorological Center (NMC)

No. 46, Zhongguancun Nandajie, Haidian District

Beijing 100081, China

Tel: +86-10-68407055, 68406662, 18701677636(Mobile)

Fax: +86-10-62175928

E-mail: liushuang@cma.gov.cn

- **Ms. LIN Jian (for MHR Workshop)**

Chinese Academy of Meteorological Sciences (CAMS)

No. 46, Zhongguancun Nandajie, Haidian District

Beijing 100081, China

Tel: +86-10-58995277, 13811419426 (Mobile)

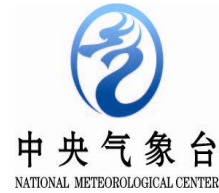
Fax: +86-10-62175931

E-mail: linjian@cams.cma.gov.cn

## Annex I



### WMO/CAS/WGTMR Meeting (Beijing, China, 10-11 October 2011)



## Venue

1. The Meeting of the WWRP Working Group on Tropical Meteorological Research (Beijing, China, 10-11 October 2011) will be organized by the National Meteorological Center (NMC). The opening ceremony will take place at the Multi-Functional Hall of China Meteorological Administration (CMA) Science and Technology Building at 9:30 a.m. on Monday, 10 October 2011. Our staff will meet the participant in the lobby of Hubei Hotel at 9:00 a.m. in that morning and guide you to the venue.

## Registration

2. A Registration and Service Desk will be set up in the lobby area inside the conference hall. It will also provide general information to the participants. You will get a personal badge when you register.
3. You are requested to wear your personal badge during the period of meeting.

## Information and contact details of the Local Organizing

### Committee

4. For any further information, please do not hesitate to contact us at the following address:

• **Ms. LIU Shuang (for TMR WG Meeting)**

National Meteorological Center (NMC)

No. 46, Zhongguancun Nandajie, Haidian District

Beijing 100081, China

Tel: +86-10-68407055, 68406662, 187016776363(Mobile)

Fax: +86-10-62175928

E-mail: [liushuang@cma.gov.cn](mailto:liushuang@cma.gov.cn)

## Map of CMA headquarter

5. There are various living facilities in the compound of CMA, which can meet your daily needs. Detail information can be found in the map of CMA below.



**NOTES:**

## Annex IV



### LOGISTICAL INFORMATION FOR PARTICIPANTS

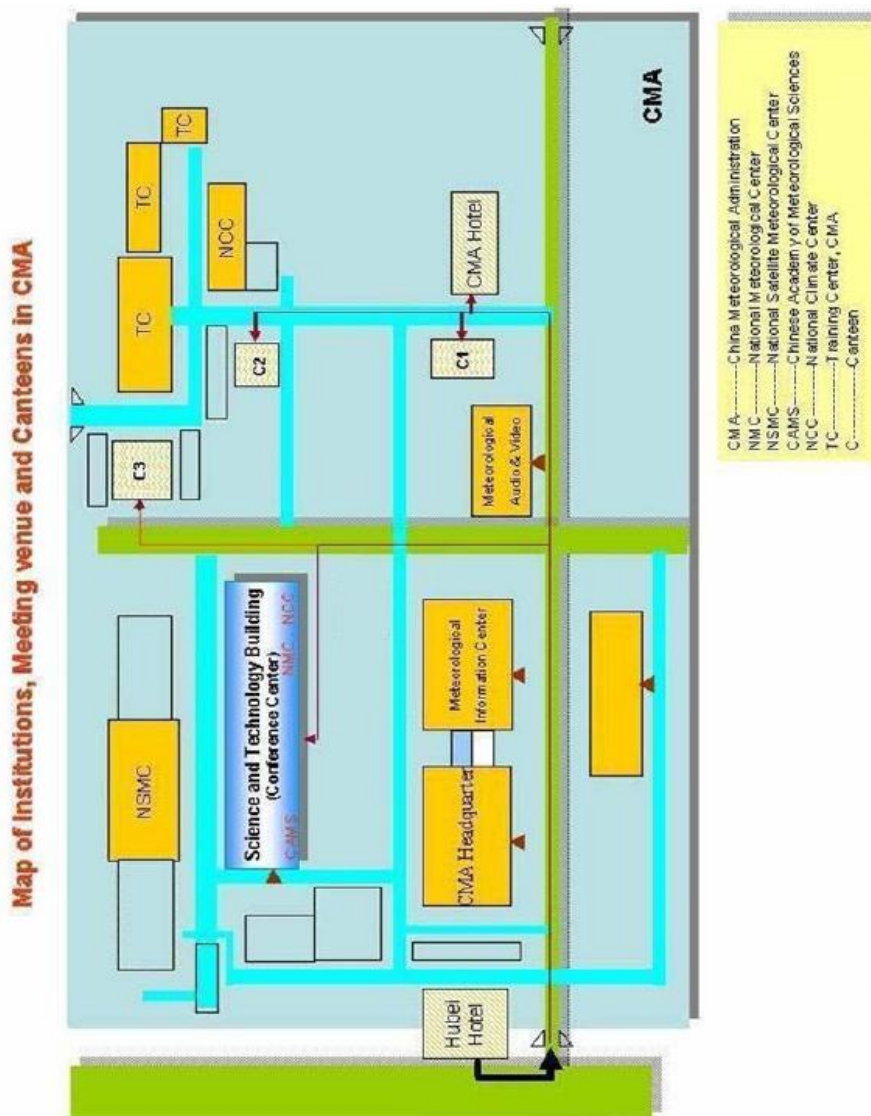
WMO/WWRP Monsoon Heavy Rainfall Workshop  
(Beijing, China, 12-14 October 2011)



### VENUE

The workshop will be held at the Multifunctional Hall of CMA Science and Technology Building, Beijing, China.

### MAP OF INSTITUTIONS, MEETING VENUE AND CANTEENS IN CMA



## **Additional Information AND EMERGENCY PHONE NUMBERS**

Chinese Academy of Meteorological Sciences (CAMS) is responsible for the local arrangement of the workshop. Should you require further information regarding the meeting arrangements, please contact:

Ms. LIN Jian  
Chinese Academy of Meteorological Sciences (CAMS)  
46 Zhong-Guan-Cun South Avenue  
Beijing 100081, China  
Tel.: +86 10 58995277  
Mobile: +86-13811419426  
Fax: +86 10 62175931  
E-mail: [linjian@cams.cma.gov.cn](mailto:linjian@cams.cma.gov.cn)