

INFORMATION NOTE FOR PARTICIPANTS

High Impact Weather (HIW) Project Workshop

1. VENUE OF THE WORKSHOP

The workshop will be held in Silver Spring, Maryland, United States of America, from June 2-4, 2014, at the following venue:

NOAA Silver Spring Metro Campus (SSMC)
1315 East-West Highway (SSMC3), Room 4527
Silver Spring, Maryland 20910

BUILDING SECURITY ENTRANCE REQUIREMENTS

All international visitors will need to provide the following information to Ms. Renée Tatusko no later than **Monday, May 26**. This information, which is considered Protected Personal Information (PPI), MUST be faxed to Ms. Tatusko at +1-301-587-4524. **DO NOT EMAIL THIS INFORMATION.**

Last name
First name
Gender
Passport number and Issuing Country
Date of birth (mm/dd/yyyy)
Place (Country) of birth
Country of current residence
Country of citizenship

Please note that all participants will be checked against a “Denied Persons List.” If you have reason to suspect that you may be on such a list, please let Ms. Tatusko know in advance. Additional processing may be required to obtain security clearance for entrance in the NOAA building.

WORKSHOP REFRESHMENTS AND LUNCH

You are welcome to bring your refreshments to the workshop venue. SSMC3 has a cafeteria in the building. There is also a small sundries shop in the Plaza level of the building which serves beverages, breakfast items, and sandwiches. There are other options within walking distance including Japanese, Italian, and Chinese. A grocery store is also across the street, which offers a salad buffet and deli counter.

2. WORKING LANGUAGE

The working language for the workshop will be **English only**.

3. ACCOMMODATION

There are a variety of hotels within walking distance of the workshop venue. Please make your reservations directly with the hotel of your choice.

Recommended:

Hampton Inn (co-located with the Homewood Suites):

<http://hamptoninn3.hilton.com/en/hotels/maryland/hampton-inn-silver-spring-WASSSHX/index.html>

Homewood Suites (co-located with the Hampton Inn):

<http://homewoodsuites3.hilton.com/en/hotels/maryland/homewood-suites-by-hilton-silver-spring-WASSVHW/index.html>

Doubletree by Hilton: <http://doubletree3.hilton.com/en/hotels/maryland/doubletree-by-hilton-hotel-washington-dc-silver-spring-DCASSDT/index.html>

Courtyard by Marriott: <http://www.marriott.com/hotels/travel/wassv-courtyard-silver-spring-downtown/>

Other:

Days Inn: <http://www.daysinn.com/hotels/maryland/silver-spring/days-inn-silver-spring/hotel-overview>

Comfort Inn: http://www.comfortinn.com/hotel-silver_spring-maryland-MD088

Because June can be a popular time for tourists, all participants who will be traveling to this workshop are encouraged to make their hotel reservations as soon as possible. Hotels accept all major credit cards.

4. LOCAL TRANSPORTATION

Washington, D.C., is serviced by three international airports: Dulles International (IAD), Washington Baltimore (BWI), and Reagan National (DCA).

Participants will be responsible for arranging their own airport transfers. For ground transportation options, see the following links:

For Dulles International Airport (IAD): <http://www.metwashairports.com/dulles/793.htm>

For Washington Baltimore International Airport (BWI):
<http://www.bwiairport.com/en/travel/ground-transportation>

For Reagan National Airport (DCA): <http://www.mwaa.com/reagan/1179.htm>

5. ENTRY VISA REQUIREMENTS

Detailed Visa information for visitors to the U.S. can be found at :
<http://travel.state.gov/pdf/BusinessVisa.pdf>

Currently, 36 countries participate in the Visa Waiver Program, which entitles travellers from those countries to enter the U.S. without a visa. More information about the VWP can be found at: http://travel.state.gov/visa/temp/without/without_1990.html#travelertype

International visitors to the U.S. from Visa Waiver Program countries are now required to apply for travel authorization online at http://www.cbp.gov/xp/cgov/travel/id_visa/esta/.

If you come from a country requiring a letter of invitation from the host organization, please contact Ms. Tatusko, and she will arrange to have a letter sent to you.

6. CURRENCY EXCHANGE

The currency in the United State is the US Dollar (USD). Please consult the following link for the latest exchange rates: <http://www.xe.com>

Automatic Teller Machines (ATMs), which accept many credit cards, can be found at locations along the street, in stores, at airports, and hotels.

7. LOCAL CLIMATE IN JUNE

The mean weather conditions in Washington, DC, in June are as follows:

The average high temperature for the Washington, D.C., region for June is 84 degrees F (29 degrees C). The average low temperature is 66 degrees F (19 degrees C).

You can monitor the weather forecast at:

http://forecast.weather.gov/MapClick.php?lat=39.0041504&lon=-77.03917539999998&site=all&smap=1&searchresult=Silver%20Spring%2C%20MD%2020910%2C%20USA#.Uv4yrLQk_yU

8. USEFUL INFORMATION

Local time in Washington is GMT -4 hours.

Electricity:

220-240V/50HZ in the US:

SIM-cards:

International visitors should check their GSM (Global System for Mobile Communications) wireless network, to see where GSM phones and text messaging work in the U.S.; go to the

website www.t-mobile.com/coverage.

In any case, take a look at your wireless company's coverage map on its website before heading out. If you know your phone won't work here, or if you don't have a cellphone, you have several options:

- (1) You can rent a phone before you leave home from InTouch USA (tel. 800/872-7626 in the U.S., www.intouchusa.com or 703/222-7161 outside the U.S.).
- (3) You can buy a phone once you arrive. All three Washington-area airports sell cellphones and SIM cards. Look for the Airport Wireless shops at Dulles International Airport (tel. 703/661-0411), at National Airport (tel. 703/417-3983), and at BWI Airport (tel. 410/691-0262).
- (4) You can purchase a pay-as-you-go phone from all sorts of places, from Amazon.com to any Verizon store.
- (5) If you have Web access while traveling, consider a broadband-based telephone service (in technical terms, Voice over Internet Protocol, or VoIP) such as Skype (www.skype.com) or Vonage (www.vonage.com), which allow you to make free international calls from your laptop or in a cybercafe. Neither service requires the people you're calling to also have that service (though there are fees if they do not). Also look into Google's phone calling option, www.google.com/voice, which allows free calls in the U.S. and charges varying rates for calls to destinations outside the U.S. Check the websites for details.

9. OFFICIAL TOURISM SITE FOR D.C.

Official tourism site for Washington, D.C.: <http://washington.org/>

For further assistance, you may contact:

Ms. Renée Tatusko

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