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| **ISO/IEC JTC 1/SC 24** | |
| **Computer graphics, image processing and environmental data representation** | |
| **Secretariat: BSI (United Kingdom)** | |

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# INTERNATIONAL ORGANIZATION FOR STANDARDIZATION

# ORGANISATION INTERNATIONALE DE NORMALISATION

# ISO/IEC JTC 1/SC 24

## Computer graphics, image processing and environmental data representation

**Title:** Confirmation of the date and location of the next meeting of ISO/IEC JTC 1/SC 24

**Source: BSI**

**Status: Approved**

Dear Member

### Date and location of the next meeting of ISO/IEC JTC 1/SC 24

I am glad to report that the Chinese organisers are now able, to confirm the logistics for the $30^{th}$ meeting of ISO/IEC JTC 1/SC 24 in Beijing on 22-26 August 2016.

Below I enclose the meeting announcement and details.

I am in meetings for the next two weeks. I am not in a position to prepare the agenda, timetable or registration form. Once I am back in the UK, I shall circulate these.

If you have any questions or comments please do not hesitate to contact me.

I look forward to seeing you in Beijing! I would also like to express my gratitude for the generosity of the Chinese in organizing the meeting.

Dr Charles Whitlock

Secretary to ISO/IEC JTC 1/SC 24

**Annex - Meeting Announcement**
**ISO/IEC JTC 1/SC 24 Plenary and Working Group Meetings**
**International Education Communication Building,**
**Beijing Institute of Technology,**
**No.66 North 3rd Ring Road West, Beijing, China**
**22 – 26 August 2016**

## 1   CONTACTS / LOCAL ORGANIZER

The meetings are kindly being hosted by the China Electronic Standardization Institute (CESI).

The contacts are:

Qiushi Li (CESI contact)

89682367@qq.com

Tel: +86 10 64102852

Mob: +86 18501173055

Yuan Gao (BIT contact)

gaoyuan1988.ok@163.com

Mob: +86 18500251697

Since sponsorship is available for the meeting, the meeting facilities are provided without fee. Meeting facilities include meeting rooms fitted with audio/visual equipment and free Wi-Fi for internet access.   Morning and afternoon coffee and refreshments will not be provided.   However, the lunch for 5 days will be provided in the restaurant named Million Manor on the first floor of the International Education Communication Building.

## 2   MEETING DATES

Monday 22 – 26 August 2016

## 3   MEETING LOCATION

The meetings are being held at the International Education Communication Building (conference room 1) located in Beijing Institute of Technology (BIT), Beijing. The building is directly located in the north gate of the BIT.

The full address is：

No.66 North 3rd Ring Road West, Beijing, China

Full details on where the BIT is and how to reach it are given below.

## 4   HOTEL ACCOMMODATION

For delegates preferring to be near to the meeting place, the International Education Communication Building in BIT is recommended, there is a hotel at the meeting place.   CESI has negotiated a special rate with it.

The price of accommodation: ¥360 per day, standard room

The price of breakfast: ¥28 per person

I shall circulate details of how to book rooms at the hotel shortly.   Some details of the hotel can be found at
https://www.tripadvisor.com/Hotel_Review-g294212-d610231-Reviews-BIT_International_Education_Communication_Center-Beijing.html

## 5   INITIAL MEETING PLAN

The first draft of the JTC 1/SC24 meeting plan will be provided shortly.

## 6   SOCIAL EVENT

A Chinese show is planned for Wednesday afternoon, followed by a meal of Beijing special food-- Quanjude Roast Duck.   If sponsorship is not available for this event, this will need to be self-funded.

Further details will be supplied nearer the time.

## 7   REGISTRATION

Members, through their National or Liaison Standards bodies, National Bodies and Liaison Organizations must inform the SC24 Secretary of who will be representing them at the Plenary meeting, who will be authorized to attend the Working Group meetings and who will be authorized to attend the HOD/C meetings (in accordance with ISO/IEC JTC 1 Directives, 5th Edition, Version 3.0, clause 2.6.1.2).

Registration Form will be loaded on ISO Livelink as a Word document shortly.   This is the means to formally notify the SC 24 Secretariat of who is authorized to attend the meetings of ISO/IEC JTC 1 SC24 and its Working Groups.   A separate form should be completed for each attendee.

Please forward completed registration forms by **2016-07-29** to:

Charles Whitlock, SC 24 Secretariat

Charles.Whitlock@bsigroup.com

Tel: +44 20 8996 7246

# 8   GETTING AROUND IN BEIJING

Beijing is a crowded city, so car parking everywhere is both difficult to find and expensive. The recommended way to travel is by public transport or taxi. Information is given in below about the public transport facilities in Beijing and how to get to the BIT from the airports.

See more: http://english.visitbeijing.com.cn/discover/around

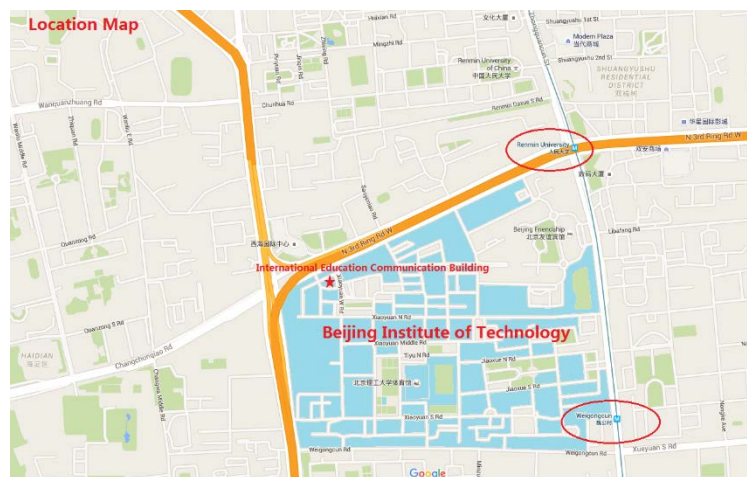## 9. CHINA/BEIJING SPECIFIC INFORMATION

Information about Visas, Currency, Electricity supply etc. is provided in below.

## 8.1  Location

Address: International Education Communication Building, Beijing Institute of Technology, No.66 North 3rd Ring Road West, Beijing, China. International Education Communication Building is situated in the north gate of Beijing Institute of Technology, approximately 12.5 km northwest of the center of Beijing and 35 km southwest of Beijing capital international airport. Beijing Institute of Technology is located directly above Weigongcun underground Station, which is served by the 4th Line, Beijing Subway and several bus routes. For travel around Beijing, public transport is recommended for most journeys.

## 8.2  Access and Entry to International Education Communication Building / BIT

Access to the building is controlled. Visitors should report to the main reception desk and show a copy of the agenda/calling notice either in hard copy or electronic format. They will then be provided with a swipe card for accessing the building and the meeting room, which is valid for the period of the meeting. Staff, committee members and international delegates are required to display their swipe card at all times for identification purposes.

A metro map for stations near BIT is shown below:



Tube Map(extract of northwest Beijing)

A full Beijing metro map is shown below:



北京地铁线路图
Beijing Subway Map
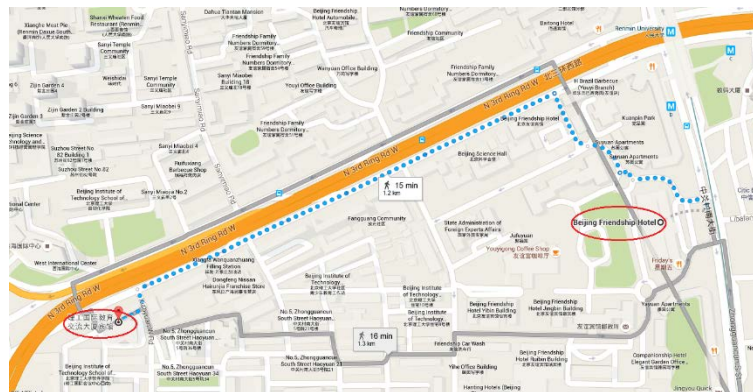
## 8.3 Currency exchange

Banking facilities in the immediate vicinity of International Education Communication Building are limited and it may be more convenient to exchange currency or travellers cheques before arriving at the meeting. All Chinese Banks including BC (Bank of China), CCB (China Construction Bank), ICBC (Industrial and Commercial Bank of China) and ABC (Agricultural Bank of China) and their branches, plus some other banks will transact financial affairs for foreigners. There is an ICBC bank just in the BIT.

## 8.4 Getting to International Education Communication Building / BIT from Beijing Capital International Airport

There are several ways to travel to International Education Communication Building/BIT from the airport.   The simplest underground routes are given below.

### 8.4.1 Route 1:

- Take the Airport Bus to the Beijing Friendship Hotel;
- Walk to the International Education Communication Building.
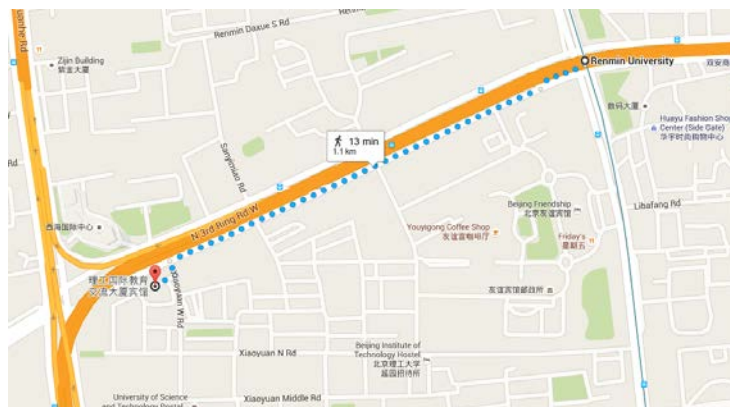


### 8.4.2 Route 2:

- Take the Airport Express to the Sanyuanqiao Station;
- Transfer to the 10th line to the Haidianhuangzhuang Station;
- Transfer to the 4th line to the Weigongcun Station;
- Walk about 1.8km to the International Education Communication Building.

### 8.4.3 Route 3:

- Take the Airport Express to the Sanyuanqiao Station;

- Transfer to the 10th line to the Haidianhuangzhuang Station;

- Transfer to the 4th line to the Renmin University Station;

- Walk about 1.1km to the International Education Communication Building.



## 8.5 Taxi services

For more details about booking a taxi go to

http://english.visitbeijing.com.cn/bulletin/basic/n215157005.html

## 8.6 Other useful information

For general information on visiting Beijing, see http://english.visitbeijing.com.

## 8.7 Visas

To find out whether you need a visa and how to apply, check with your local Chinese Embassy or other diplomatic representative before you travel.

See also: https://www.travelchinaguide.com/embassy/visa.htm.

## 8.8 Chinese money

The Chinese currency is the RenMinBi Yuan (symbol:￥, ISO code: CNY).

There are 10 jiao (j) to the Yuan (£).

Notes come in denominations of ￥1, ￥5, ￥10, ￥20, ￥50 and ￥100.

Coins come in denominations of 1j, 5j and ￥1.

## 8.9 Tickets for transport

Transportation Tips: Get Your IC Card

See also: http://english.visitbeijing.com.cn/bulletin/basic/n215157009.html and

https://www.travelchinaguide.com/cityguides/beijing/bus-subway-search.htm

### 8.10 Smoking

Smoking isn't allowed in most of the workplaces, public buildings or on public transport in China.

There are smoke-free rooms or smoke-free floors in the accommodation establishments such as hotels, guest houses, training centres, resorts and others.

### 8.11 Electricity

• 220 V

• 50Hz

### 8.12 Things to do in Beijing

See: http://english.visitbeijing.com.cn/thingstodo

### 8.13 Weather

A typical forecast for Beijing in August is provided as a guide：

Average Temperature: 25°C / 77°F

Average High Temperature: 30°C / 86°F

Average Low Temperature: 21°C / 70°F

See: https://www.travelchinaguide.com/climate/beijing.htm and

https://www.travelchinaguide.com/cityguides/beijing/weather-august.htm