

Universal Multiple-Octet Coded Character Set UCS

ISO/IEC JTC1/SC2/WG2 IRG N 1750

Date: 2010-12-31

Source:	Lu Qin, IRG Rapporteur
Title:	1 st Call for IRG#36 meeting to be held in Chong Qing, China
Status :	Tentative
Actions required	Travel arrangement, review and feedback of
Distribution:	agenda items
Medium :	IRG Members and Ideographic Experts
	Electronic

Dear IRG Members and Experts,

According to the resolution IRG M35.1 approved by IRG#35 in Macao, the 36th meeting of the Ideographic Rapporteur Group (IRG) will be held in Chong Qing, China from 2011-04-11 to 2011-04-15.

Location:

Chongqing Carlton Hotel

Date/Time:

IRG #35 will start on Monday, 2011-04-11 at 10am¹ and conclude on Friday, 2011-04-15 for the formal meeting.

IRG members are requested to review the tentative agenda and send comment to IRG Rapporteur anytime on or before Friday 25, March, 2011.

Lu Qin

IRG Rapporteur

FAX: (852) 2774 0842, TEL: (852) 2766 7274, Mobile: (852) 9684 0623

Email: csluqin@comp.polyu.edu.hk

¹ All status reports should be submitted to the IRG Rapporteur by Hong Kong time 9:00am on **April 6, 2010**(the Wed before the meeting commencement) to guarantee distribution and presentation for the morning session on the 1st day of the meeting.

Tentative Agenda

1. Opening speech by host
2. Administrative Items
 - 2.1. Roll call
 - 2.2. Approval of agenda items
 - 2.3. Assignment of meeting secretary and drafting group, other duties
 - Meeting secretary (to take note)
 - Drafting group leader and members
 - Name card Collector & Address Book Revise
 - Participant List,
 - eMailling List
3. Review of follow up actions:
 - Review of resolutions and action items defined by IRG#35.
 - Report of WG2 #57 resolutions and follow up events
4. Members activity reports (Please submit report by **April 6, 2011** to guarantee distribution):
 - Standardization and implementation
 - Working report of member's Chief Editor
5. Discussion and work items in IRG #36
 - 5.1 CJK Multicolumn Review
 - 5.2 CJK_E work
 - 5.3 Old Hanzi Interest Group
 - 5.4 IRG Principles and Procedures(if needed)
6. IRG Work Planning and Future Meetings
7. Editorial/Ad hoc group Meetings
 - 7.1 IRG Standing Document Series
 - 7.2 CJK Multicolumn Review
 - 7.3 CJK E work
 - 7.4 Old Hanzi
8. Other Business
9. Closing : Approve Resolutions

LOGISTICS
ISO/IEC JTC1/SC2/WG2/IRG Meeting # 36
(See details in IRGN 1749)

MEETING HOST

China National Information Technology Standardization Technical Committee (NITS).

MEETING LOCATION

Chongqing Carlton Hotel

Add: No. 259, Keyuan 4th Road, Hi-tech Industrial Development Zone, Chongqing, China.

Tel: (86 23) 6806 6806 Fax: (86 23) 6806 6666

URL: <http://www.cqcarltonhotel.com/>

REGISTRATION

Delegates are kindly requested to complete the Registration Form (**Annex I**) and return it to the host's meeting coordinator: Ms. Huang Shanshan **no later than 11 April 2011**.

A confirmation will be sent by e-mail to the participants by meeting coordinator.

➤ **Registration Desk**

Registration desk (Secretariat) for the meeting will be located outside the meeting room and will be opened at 8:30 AM. (from Monday 11 Apr. to Friday 15 Apr.)

All participants are kindly asked to check their pre-registration status (Meeting and social events), and inform the registration desk if it is not correct.

➤ **Badges**

Delegates and accompanying persons will receive a badge showing their name and country represented.

All participants are requested to wear their badges during the meeting.

HOTELS

Special arrangements have been made with **Chongqing Carlton Hotel** (重庆南方君临酒店) to accommodate delegates and their accompanying persons of JTC1/SC 2/WG 2/IRG meeting.

ROOM RATE: Tax and service charge are included

ROOM TYPE	Special rate (RMB)
Double (including 2 breakfast)	460 RMB
Twin (including 2 breakfast)	440 RMB

※ Exchange rate (the basic date: Dec 28, 2010) USD 1 ≡ 6.63 RMB

Please send the reservation form (**Annex II**) to meeting coordinator Ms. Huang Shanshan via the following fax or e-mail **no later than 11 March 2011**. Please note that accommodation cannot be guaranteed as special rate for registration after **11 March 2011** on a first come, first

served basis. **See additional hotels listed in IRGN 1749**

VISA Application

Delegates are advised to check with the local travel agent about regulations regarding VISA. In case of doubt, the information can be obtained from the nearest Chinese Embassy or Consulate.

If you need an invitation letter for visa, please send the following information to meeting coordinator by e-mail (huangss@cesi.ac.cn; huangss0409@gmail.com) with registration form.

- Name
- Sex: Male or Female
- Date of birth (dd-mm-yyyy)
- Passport No. & Date of Expiry (dd-mm-yyyy)
- Company / Organization
- Your Designation / Title
- Address
- Tel/Fax
- E-mail

HOST CONTACT

Ms. HUANG Shanshan

meeting coordinator

Tel: +86-10-84042998, Fax : +86-10-64007681

Email: huangss@cesi.ac.cn ; huangss0409@gmail.com .

REGISTRATION FORM

JTC1/SC2/WG2/IRG Meeting No. 36

11-15 April 2011 Chongqing, China

Delegates attending the meeting are requested to complete this form and to send it to the Host Contact at the following address by fax or **e-mail** no later than 11th March. 2011.

TO: Ms. HUANG Shanshan

NITS (Fax +86-10-6400-7681 / Email: huangss@cesi.ac.cn; huangss0409@gmail.com)

Please fill out this form with BLOCK LETTERS

FIRST NAME		FAMILY NAME	
Please indicate with an "x", the appropriate selection.			
Prof. <input type="checkbox"/>	Dr. <input type="checkbox"/>	Mr. <input type="checkbox"/>	Ms. <input type="checkbox"/>
ORGANIZATION:			
OFFICE ADDRESS:			
COUNTRY:			
Tel: <input type="text"/>	Fax: <input type="text"/>	E-mail: <input type="text"/>	
SOCIAL EVENT			
Banquet : Participant Number (with accompanying person)			
Do you have any "Food Restriction"? Yes : <input type="checkbox"/> No : <input type="checkbox"/>			
INFORMATION - Accompanying person/guest			
Mr. <input type="checkbox"/>	Ms. <input type="checkbox"/>	FIRST NAME	LAST NAME
Accommodation Information: Accommodation during your stay in Chongqing, China.			
Hotel Name:	Chongqing Carlton Hotel <input type="checkbox"/> Others: <input type="text"/>		
Arrival Date:	<input type="text"/>	Departure Date:	<input type="text"/>

HOTEL RESERVATION FORM

The 36th JTC1/SC 2/WG 2/ IRG Meeting

PLEASE COMPLETE IN CAPITAL LETTERS

Personal Information

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	First Name	Family Name
Address				
Company		E-mail		
Tel		Fax		
Check in Date & Time		Check out Date & Time		
Card Type		Card Hold's Name		
Card No.				
Exp. Date		(mm/yy)		

Room Requirement

Room type (including breakfast)	Double <input type="checkbox"/>	460RMB	* Service charge, tax is included / Breakfast will be added per person
	Twin <input type="checkbox"/>	440RMB	
Special Requests			

The rooms can be cancelled up to 48 hrs before arrival. After this time a cancellation charge added.

* Exchange rate : USD1 = RMB 6.63(As of DEC 2010)

If you wish to take advantage of this special rate, Please return this page **by March 11, 2011** to: huangss@cesi.ac.cn; huangss0409@gmail.com)

(After that date, the Chongqing Carlton Hotel will not be able to guarantee availability, and reservations will be made upon room and rate availability.)