**Regional Asia-Pacific ITU meeting on e-Health**

**Tokyo, 10 - 11 March 2011**

**INFORMATION NOTE**

**I VENUE OF THE MEETING**

Mita Kaigisho

2-1-8 Mita, Minato-ku, Tokyo, 108-0073, Japan

TEL: +81 3 3455 7591

**II NATIONAL COORDINATOR**

Professor Isao Nakajima

Vice-Rapporteur for Question 14/2

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Fax: +81 463 910780

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**III WORKING LANGUAGES**

The meeting will be conducted in English only.

**IV DELEGATES’REGISTRATION AND DISTRIBUTION OF DOCUMENTS**

Registration and distribution of documents will start on the 10March 2011 from 09:00 A.M. at the Conference Room on the third-floor of Mita Kaigisho.

**V WORKING HOURS**

9h30-12h30 and 14h00-18h00 (10 March)

9h30-12h30 and 14h00-17h00 (11 March)

**VI LIST OF THE PROPOSED HOTELS**

Three hotels that have the airport limousine bus stop are advised as listed below. Detailed information on the hotels, please visit following web. These hotels are not blocked in advance. Participants are required to reserve the advised hotels or other hotels by themselves.

- Celestine Hotel: <http://www.celestinehotel.com/en/index.html>

- The Prince Park Tower Tokyo: <http://www.princehotels.com/en/parktower/>

- Tokyo Prince Hotel: <http://www.princehotels.com/en/tokyo/>

**VII TRANSPORTATION**

Narita Express ( NEX ) [ Narita - Tokyo Station ]

Trains to Tokyo Station run every 30 minutes during most of the day. All trains stop at Tokyo Station where you have to take off and take taxi just a few minutes’ drive to the above mentioned Hotels. Please visit this website to confirm the time table.

http://www.jreast.co.jp/e/nex/index.html

Narita Airport Limousine Bus [Narita – hotel]

The airport limousine bus bound for the above mentioned hotels leaves about every 60 minutes. Please visit this website to confirm the time table.

http://www.limousinebus.co.jp/en/

**VIII PASSPORTS AND VISA**

Valid passport and entry visa are obligatory. The participants who need a visa-supporting letter for entering Japan are strongly advised to fill out completely the “Application Form for Visa Supporting Documents” get in touch with Mr. Eric Takashi Gibbs (email: gibbs@c-linkage.co.jp), CONVENTION LINKAGE, INC(Japanese Official Travel Agent), and e-mail the form and a “Copy of the passport (photograph page)” to him by 10 February 2011.

**IX CLIMATE**

Average temperature and rainfall are shown in table below:

|  |  |
| --- | --- |
|  | March |
| Average high temperature (°C) | 12.9 |
| Average low temperature (°C) | 5.1 |
| Average precipitation (mm) | 114.5 |

**X ELECTRICAL CURRENT**

AC 100V / 50Hz

**XI CURRENCY:**

Please, provide the rate with US dollar (83 yen = $ 1)

**XII TIME DIFFERENCE**

GMT or Universal Time +9 hours.

**XIII Access to Mita Kaigisho**

5-min, walk from Azabu-juban Subway Sta.on Nanboku Line Exit 2.

7-min, walk from Azabu-juban Subway Sta.on Oedo Line Exit 2.

20-min, walk from JR Tamachi Sta.Exit, Mita Subway Sta. on Asakusa/MitaLine Exit.

7-min, taxi from JR Tamachi Sta.Exit, Mita Subway Sta. on Asakusa/MitaLine Exit.

