

Extract from  
ANNEX 2  
(to TSB Circular 76)

**Practical Information**

**1. Meeting Venue**

Beijing XinYuan Hotel  
No.6 ShiFangYuan, HaiDian District, Beijing, China  
Telephone: +86-10-63901951  
Fax: +86-10-63968680  
Email: sales@xinyuanhotel.com.cn  
Web site: <http://www.telehotels.net.cn>

**2. Maps and Directions**

- For your convenience, maps illustrating the basic avenues in Beijing downtown, routes from the airport to the hotel (venue), the Beijing subway system map as well as medical and banking services located around the hotel are provided in the workshop website 'Maps' page. The floor plans of the hotel's convention area are also available on this page.
- **Arrival Airport:** Beijing Capital International Airport
- **Your Destination:** Beijing XinYuan Hotel

**3. Miscellaneous**

■ **GSM and CDMA Coverage:**

There are GSM and CDMA 95/1X coverage in Beijing.

■ **Currency:**

Local currency RMB Yuan (¥). The bank and hotel can provide multi-currency service.

■ **Time Zone:**

Central Time Zone (GMT+8 hours, Beijing, Hong Kong)

■ **Climate:**

Warm & Dry with the average temperature of 20°C~25°C

■ **Phone charges:**

Each delegate is responsible for verifying any toll charges that may be incurred by placing local, long distance and toll-free calls from a guest room. IP card can be bought from the hotel reception for reducing fees of long distance calls.

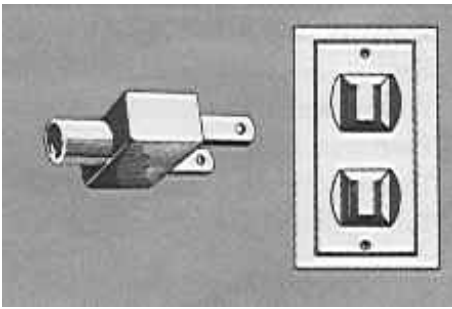
■ **In-town transport:**

Taxi rate: Typical minimum charge is RMB 10¥ (covering preliminary 3 kilometers), and extra RMB ¥1.6 per kilometer after preliminary 3 kilometers. Subway and City Rail: There are 2 lines subway and 1 city rail in Beijing.

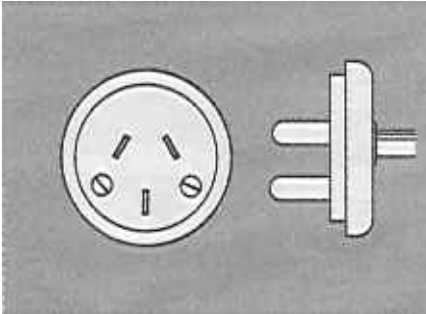
■ **Electricity:**

220 Volt. Please be sure you have the correct adapter. Voltage converters will NOT be provided at the meeting.

The type of electrical outlet common in the guest room is Type A and Type B as below.



**Type A Flat blade attachment plug**



**Type B Oblique flat blades (inverted V-shape) with ground**

#### ■ **About Beijing:**

You are welcome to visit <http://www.ebeijing.gov.cn/>, the official website of Beijing City as well as the 2008 Olympics. Possibly, you could get everything interesting about Beijing there.

#### ■ **Network:**

There will be Wired and Wireless LAN (802.11) Service in meeting rooms. Please bring your WLAN card if you have. WLAN cards can also be rent at the reception (totally there will be thirty WLAN cards for rent.)

#### ■ **Meeting Rooms**

The meeting rooms will be equipped with **one video projector, one screen for displaying computer files and one white board or flip-chart with pens.**

Wireless LAN will be provided. **A hub with electric extension leads for laptop PCs** will also be provided in each meeting room.

#### ■ **Other Facilities**

Filtered water and plastic glasses will be provided to participants at the entrance of the meeting rooms and on the meeting room podiums.

The agency in hotel can help provide various information including confirming or changing air tickets and hotel accommodation, city information, restaurants information, etc.

#### **4. Registration of Participants**

Pre-registration will be done by BUPT. Participants are requested to return the registration form in Annex 4 duly filled to Ms. Lanlan RUI by fax or email.

A registration desk will be provided to receive participants and distribute badges on the same floor as the meeting room located.

#### **5. Contact Person**

BUPT contact person is Ms. Lanlan RUI :

Tel: +86 10 62283259 Ext 8502

Mobile: +86 13910714026

Fax: +86 10 62283412

Postal Address: Mail Box 198, Beijing University of Posts and Telecommunications, No. 10 Xi Tu Cheng Road, HaiDian District, Beijing Postal Code: 100876

E-mail: [llrui@bupt.edu.cn](mailto:llrui@bupt.edu.cn)