

ITU-T SG16 Rapporteurs' Meeting

(17 - 23 January 2008, Seoul, Korea)

Dear Member,

MIC/TTA (Korea) has the pleasure to invite the experts of ITU-T Study Group 16 Questions 1, 2, 3, 4, 5, 12, 13, 21, 22, 24, 25 and 29 to meet on 17 – 23 January 2008 as announced in the June/July 2007 Study Group 16 meeting.

Venue Information

Venue

Sheraton Grande Walkerhill Hotel Convention Center



Address: 21 Gwangjang-Dong, Gwangjin-Gu, Seoul, Korea

Phone: +82-2-2022-0059 (Please quote group name 'ITU-T')

Fax: +82-2-2022-0567 (Please quote group name 'ITU-T')

Reservation Manager: HyeJung Kwon (Ms.)

Email: hjkwon@walkerhill.co.kr (Please quote group name 'ITU-T')

Home Page: <http://www.walkerhill.co.kr> (Korean/English/Japanese are available)

Hotels

* Grande Walkerhill Hotel (Conference Venue)



Grande Walkerhill Hotel is the global lifestyle brand. Inspiring and indulging its guests with thoughtful, refreshing and stylish experiences, comfortable meeting spaces, and good location. It is perfect venue for the conference and they serve a special room fare for our meetings.

HanKang Hotel



Hankang Hotel is located on the riverside in Seoul. They will service based on 38 years of long tradition with a great pleasure.

Contact : Park Dea Up

Email: hankang@hankanghotel.co.kr

Tel: +82-2-53-5131

Fax: +82-2-453-5130

DongSeoul Hotel



DongSeoul Hotel has a good location for transportations. It is easy to go around Seoul.

Contact : Kim Nam Young

Email: rotate76@nate.com

Tel: +82-2-2049-6704

Fax: +82-2-455-6311

| Hotel | Room | Rate |
|--|-------------|-------------|
| Sheraton Grand Walkerhill Hotel (★★★★★) | Douglas | KRW 110,000 |
| | Main Deluxe | KRW 143,000 |
| | Club Deluxe | KRW 231,000 |
| W Hotel (★★★★★) | Wonderful | KRW 198,000 |
| | Spectacular | KRW 220,000 |
| Hankang Hotel(★★★) | Standard | KRW 100,000 |
| DongSeoul Hotel(★★★) | Standard | KRW 80,000 |

Two hotels are recommended by the host organization. i.e.) Main hotel is the Sheraton Grande Walkerhill Hotel. And the secondary hotels are the Hankang Hotel and the DongSeoul Hotel (See the registration form in Annex 1)

- Hotel rooms will be assigned on a first-come-first-served basis, thus early reservation is recommended.
- In order to guarantee your reservation, your credit card information is necessary for a deposit equivalent to one night. Total amount of the hotel fee will be charged directly by the hotel when checking out.
- Any changes or cancellations regarding room reservation should be informed by e-mail or faxed to the hotel.
- Korea has also blocked some rooms at the Hankang Hotel which is 1 km apart from the Sheraton Grand Walkerhill Hotel and the DongSeoul Hotel which is 3km apart from the Sheraton Grand Walkerhill Hotel. The quality of those hotels is lower than that of the Sheraton Grand Walkerhill Hotel. For reservation of these hotels, please use the same registration form and contact point in Annex 1.

Travel Information

Visa

Any foreign visitors wishing to enter Korea must have a valid passport. Tourists may visit Korea for 15 days without a visa, but proof of confirmed round air reservation is required. However, some countries require visas to enter the Republic of Korea. For more information, please visit the Ministry of Foreign Affairs and Trade at www.mofat.go.kr



Currency & Exchange

The Korean currency unit is the WON (indicated ₩). Bank notes are ₩10,000, ₩5,000, ₩1,000 bills and coin denominations are ₩500, ₩100, ₩50, ₩10. One US dollar is about ₩930 as of August, 2007. Money can be exchanged at Incheon International Airport, banks, and hotels.

<http://www.keb.co.kr/IBS/english/fx/rate/average/index.jsp>



Weather

The Weather in January is usually cold. The average temperature is -2.8 ~ 4.1°C (37 ~ 39.4°F). For more detailed climate information, please contact the Korea Meteorological Administration: <http://www.kma.go.kr/intro.html>



Electricity

The standard supply is 220 volts with AC/60 cycles. Outlets for 220 volts are available at the hotels.

The two following outlets are compatible with those available in Korea.

- a) It is popularly known as the europlug which is described in CEE 7/16



- b) This plug is similar to the above except that it is round and has the addition of two grounding clips on the side of the plug



Telephone Calls

A local calls cost ₩70 for three minutes. To make an international call, first dial the international dialling code (001, 002, or 00700), then the country code, area code, and the local telephone number. You may also rent a cellular phone at the Incheon International Airport.



Emergencies

Police-----112
Fire Department-----119
Medical Emergencies ----- 1339

Business Hours

Government offices are open from Monday to Friday between the hours of 09:00 and 18:00.

Most private businesses open at anywhere from 08:30 to 10:00 and close in the evening. Banks are a major exception. Their business hours are from 09:30 to 16:30 on weekdays. They are closed during weekend.

Foreign diplomatic missions in Seoul generally maintain strict business hours including lunch. They are usually open from 09:00 to 17:00 on weekdays and are closed on Saturdays and Sundays.

Major departments stores are usually open from 10:30 to 20:00, including Sundays, but smaller shops tend to be open earlier and close later every day of the week

Automated Teller Machines (ATM) for Foreign Traveller

Traveller who carry internationally recognized credit cards can get a cash advance in Korean won at Automated Teller Machines (ATMs) installed at airports, major hotels, department stores, subway stations and tourist attractions.

Tipping

Tipping is not a traditional Korea custom. A 10% service charge is added to your bill at all tourist hotels and 3-10% at some big restaurants.

Tax

Value-added tax (VAT) is levied on most goods and services at a standard rate of 10% and is included in the retail price. In tourist hotels, this 10% tax applies to meals and other services and is added into the bill.

Mail

Domestic postal rates are ₩190 for a letter of up to 25g, ₩1,490 for registered letter of no more than 25g, and ₩1,500 or ₩2,000 for a package of up to 2kg. A postcard costs ₩160.

■ Korea post: www.koreapost.go.kr

Newspaper, TV and Radio

There are three English-language dailies, the Korea Times and the Korea Herald, and the International Herald Tribune Joongang Daily. They are available at most news stands and in most hotel gift shops.

Korea has fine TV networks, all broadcasting in Korean (KBS1, KBS2, MBC, SBS, and EBS). Along with the national broadcasting networks, there are also many cable TV channels specializing in a wide field of programming including news, movies, entertainment, sports, etc. Of note is Arirang TV, a special English channel produced in Korea (cable channel #50). The channel features programming in politics, the economy, community, and culture, providing insight and understanding about things Korean through popular TV serial dramas with English subtitles. Some 90 hotels in Korea offer Arirang TV on cable or satellite.

Korea & Korean Tourism

Please visit the following Websites for more information on Korea and possible tours:

<http://www.kois.go.kr>

<http://www.tour2korea.com>

Local time

GMT + 9 hours. (same as Tokyo time)



Computer Networking

Each meeting room will be equipped with wireless access (Wireless LAN, supporting IEEE802.11b, 2.4GHz band) to the Internet. Those who wish to use the wireless access must be equipped with the necessary hardware and correctly configured PC.

Airport

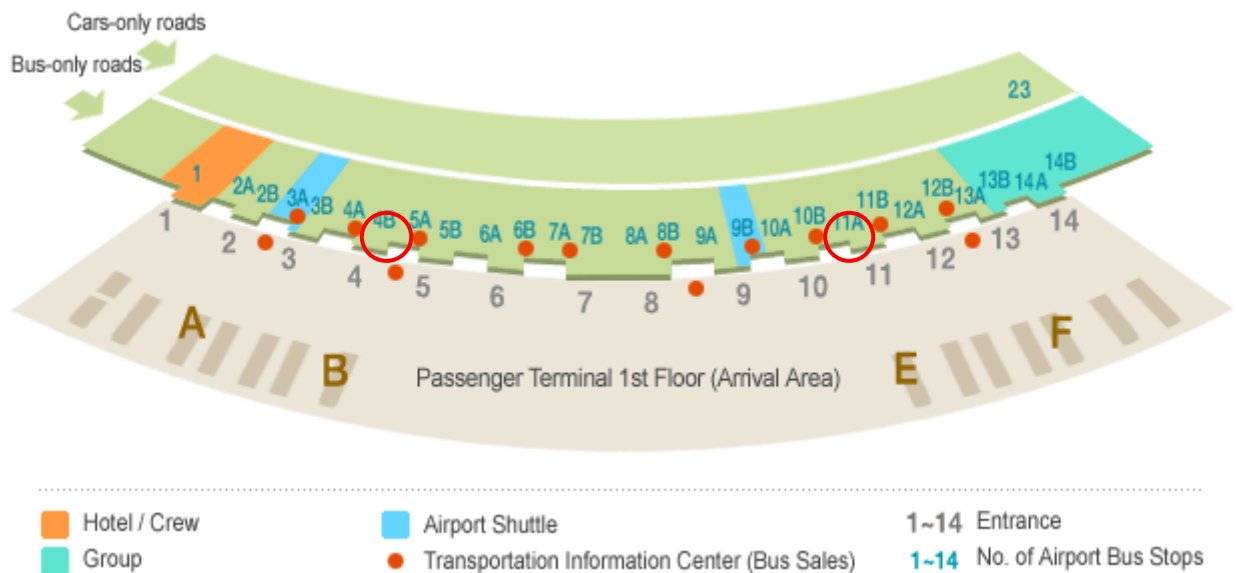
The closest airport is the Incheon **International Airport**

Transportation (From Incheon International Airport to Sheraton Grand Walkerhill Hotel)

- The distance between Airport to the Sheraton Grand Walkerhill Hotel is about 70km and it takes about 1 and half hour by KAL Limousine Bus.
- Only Korean currency (Won) can be used for all transportation.
- We strongly recommend that you take a KAL Limousine Bus.

(1) KAL Limousine Bus

- Goes directly from the Incheon International Airport to the Sheraton Grande Walkerhill hotel.
- Affordable transportation



- Price: 13,000KRW (approximately 13.98 USD)
- Traveling Time: Depending on the traffic situation, it takes about 90 minutes to the Sheraton Grande Walkerhill hotel.
- Departure Interval: approximately 20-30 minutes
- **Bus Station number is 4-B, 11-A Exit**
- Jamsil Bound (Incheon International Airport→ Lotte World→ Dong Seoul Bus Terminal→ Kwangnaru Subway Station→ Walkerhill)
- Purchasing a Ticket: you may purchase a ticket at the passenger terminal arrival floor by the Transportation Information counter located at exit 2, 4, 9 and 13
- Contact: KAL Limousine Headquarters 02-2667-0386
Incheon International Airport Information 1577-2600
- Time Table: From Airport to the Sheraton Grande Walkerhill hotel

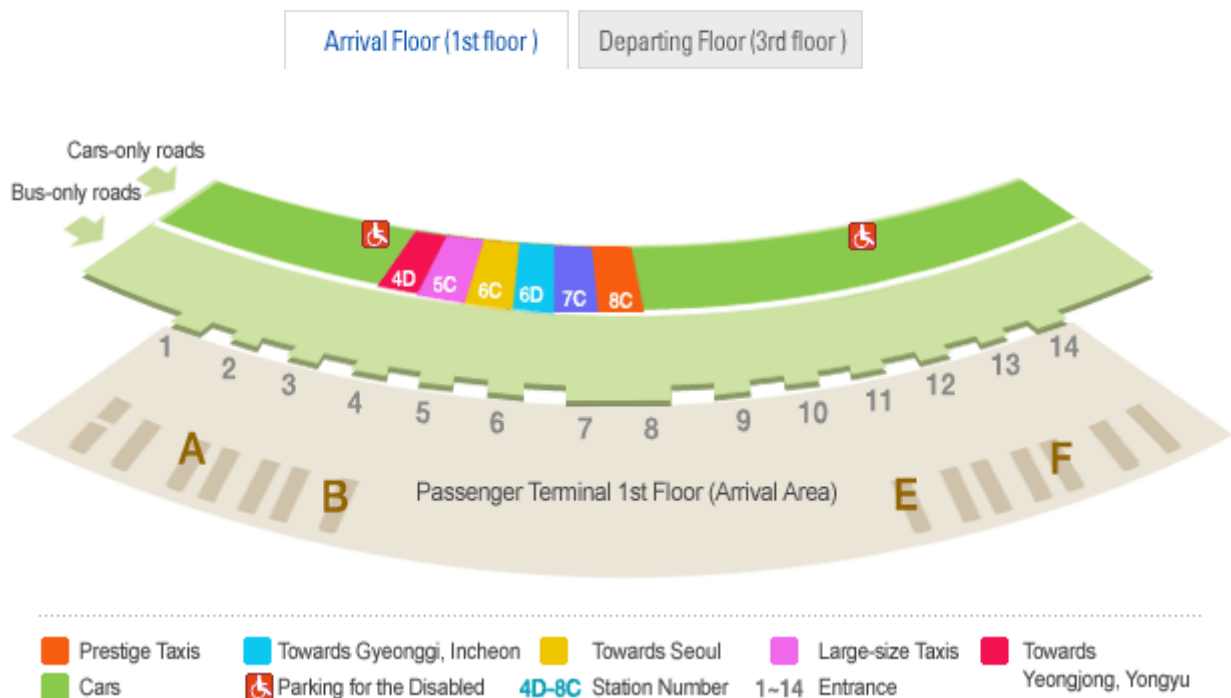
| | | | | | | |
|-------|-------|-------|-------|-------|-------|-------|
| 04:50 | 05:10 | 05:30 | 05:50 | 06:12 | 06:30 | 06:52 |
| 07:10 | 07:30 | 07:50 | 08:10 | 08:30 | 08:50 | 09:10 |
| 09:30 | 09:50 | 10:10 | 10:30 | 10:50 | 11:10 | 11:30 |
| 11:50 | 12:12 | 12:25 | 12:45 | 12:57 | 13:10 | 13:30 |
| 13:30 | 13:50 | 14:10 | 14:30 | 14:50 | 15:12 | 15:30 |
| 15:50 | 16:12 | 16:30 | 16:50 | 17:10 | 17:25 | 17:40 |
| 17:55 | 18:10 | 18:30 | 18:45 | 19:00 | 19:10 | 19:30 |
| 19:50 | 20:10 | 20:30 | 20:50 | 21:10 | 21:30 | 21:55 |
| 22:10 | 22:35 | | | | | |

(2)Taxi

- Taxi stands are located at the Passenger Terminal Arrival floor (1st Floor) between platforms 4D and 8C

- Taxi Fees: -Standard Taxi: 60,000-70,000 KRW (approximately 64.5 ~75.26 USD)
-Deluxe Taxi: 90,000 KRW (approximately 96.78USD)
- Expressway fees (6,900 KRW each way) payment is passengers responsibility
- Traveling Time: approximately 60 minutes, traffic hours approximately 90 minutes
- The estimated fares are based on fares when there is no traffic, actual rates may vary.
- No reservations are necessary
- Should you take a taxi, please show the following memo to taxi driver.

쉐라톤 워커힐 호텔에 데려다 주세요.
(Please take me to the Sheraton Grand Walkerhill Hotel)



Incheon International Airport Taxi fee structure

| Section | Basic Fee | Platform Number | Remarks |
|---------------|--------------|-----------------|--|
| Standard Taxi | 1,900(Seoul) | 18 | 24:00 ~ 04:00 additional 20% late night premium. Receipt issue and Translation is a basic service provided. |
| Deluxe Taxi | 4,500won | 21 | Car Phone Service / No late night premium fee. Receipt issue and Translation is a basic service provided. |

Internet Service at the Sheraton Grand Walkerhill Hotel

The Sheraton Grand Walkerhill Hotel provides a high speed internet service to guests who use a laptop. It consists of a Plug & Play System. Please plug the internet connection line into the plug jack. Payments for the use of internet will be automatically added to your room.

In addition, the Sheraton Grand Walkerhill Hotel also provides a laptop rental service. Please inquire when making your reservation or upon arrival at the check-in. This service will be charged separately to your room.

| Classification | Service Charge | Note |
|-----------------|--|---------------------|
| Laptop Rent Fee | KRW100,000 (24 hrs) KRW 25,000 (1hr) | Excluding VAT |
| Internet Access | KRW 20,000 (first 24 hrs is free of charge) | Excluding SVC & VAT |

Tourist Office

Paradise Walkerhill Office

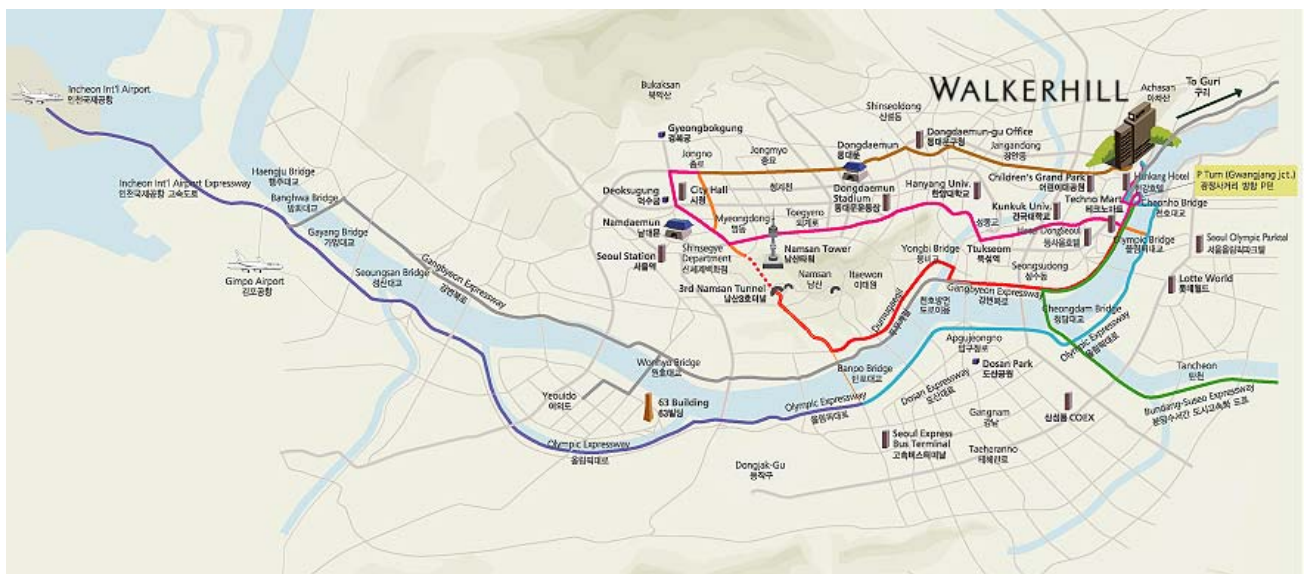
Tel: +82-2-450-4834

Fax: +82-2-455-2121

Hotel Reservation and Cancellation

Reservation requests should be received no later than **31 December 2007**. Hotel rooms must be guaranteed against a credit card and the reservation must be cancelled **3 days prior to arrival day** to avoid a “no-show” charge. Rooms will be assigned on a first-come first-served basis. Room availability and rate after December 31, 2007 may not be guaranteed.

Map of the Sheraton Grand Walkerhill Hotel



Map of Seoul Subway



About Korea & Seoul

Korea

Korea is proud of 5,000 years of history through which a unique culture has flourished. Modern Korea is a nation that has rebuilt itself from the devastation of the Korean war and has achieved an economic miracle in just 50 years. The Korean peninsula extends southward from the eastern end of the Asian continent and is approximately 1,000 km long and 216 km wide at its narrowest point.

Seoul

Seoul is a city of contrasts. From ancient palaces with centuries of history to high-tech skyscraper of steel and glass, from ancient texts dating back millennia to the highest rate of broadband Internet access in the world, Seoul is a place where the old and new exist in harmony. With one foot in the past and another in the future, Seoul is a city that never ceases to amaze. Seoul is also the center of the so-called “Korean Wave” sweeping Asia. As Korean dramas, film and music reach a wider audience abroad, more and more visitors are coming to Seoul to experience first-hand the city’s rich culture and make use of its extensive cultural facilities. Due to the division of the nation and the proximity of the DMZ with North Korea just an hour’s drive away, some might think Seoul to be a somewhat risky place to visit. Foreign news reports aside, nothing could be further from the truth---Seoul is one of the safest places in the world for foreign travellers, with low levels of crime, a hospitable population, cutting-edge medical facilities and capable police and security authorities. Seoul’s security situation, in fact, has never been better.



Attractions



* N Tower

It is located on top of Namsan Mountain and is a place where you can get fine views of Seoul. It was opened to the public in 1980. Since then, it has been popular place to relax for Seoul citizens. There is lighting show every night in N Seoul tower and it begins at 5PM until 11PM with various color presentations. The lighting show of N Seoul tower is very impressive and it is one of the must-see attractions when you visit Seoul.



* COEX

The COEX building serves as the World Trade Center Seoul that includes a convention center, exhibition hall, and mall. It is a place for international conferences and cultural and arts events. COEX mall constitutes many other leisure places such as Aquarium, Megabox Movie Theater, Kimchi field museum, event court, and food court. Especially, Aquarium has more than 40,000 fish of 600 species and dozens of large sharks. You will see the extensive Kimchi displays and have opportunity to learn about recipes and techniques of Kimchi. If you had a chance to participate in one of international or art events, you probably have been this place already. Countless people visit place daily for various reasons. It is especially very crowded on weekends and holidays.



* Lotte World

The Lotte World complex is a theme park bonanza that also abounds with both shopping and entertainment facilities. The Folk Museum offers colorful insight into Korea's 5000-year history, while the indoor grounds of Lotte World is filled with specialty boutiques, toy stores that will delight children of all



* Insadong

Because it is the largest market of traditional Korean art and products, Insadong is the ideal place for visitors who want to experience the true character of Korea with its subtle, enduring beauty. Once you are in Insadong, you will immediately be drawn to the small alleys lined with numerous shops and galleries, both tiny and spacious: antique shops, Korean stationery stores, frame shops, handicraft shops, pottery and porcelain shops, bookstores and painting studios, and art supply stores. In addition, restaurants and cafes serve traditional food and teas. Recently, a shuttle bus service linking galleries in different parts of Seoul has started running between Insadong and Pyeongchangdong.

ANNEX 1
HOTEL RESERVATION FORM

Phone: +82-2-2022-0059 (Please quote group name 'ITU-T')
 Fax: +82-2-2022-0567 (Please quote group name 'ITU-T')
 Email: hjkwon@walkerhill.co.kr (Please quote group name 'ITU-T')
 Reservation Manager: HyeJung Kwon (Ms.)

This form should be completed and returned not later than 31 December 2007

☐ I do not need hotel reservation – will make own arrangement.

Family Name: **First Name:**
Organization: **Country:**
Telephone: **Fax:**
E-mail:
Check in date: **Check out date:**
Room Nights: **Days** **Number of people:** **Person**

| Hotel | Room (Incl. V.A.T) | | |
|--|-----------------------|---|--|
| Sheraton Grand Walkerhill Hotel | Douglas (Annex) | Double bed (), Twin bed () | KRW 110,000 |
| | | Breakfast : No(), 1person,), 2 person | KRW 24,200 per 1 person(extra charge) |
| | Main Deluxe | Double bed (), Twin bed () | KRW 143,000 |
| | | Breakfast : No(), 1person,), 2 person | KRW 24,200 per 1 person(extra charge) |
| | Club Deluxe | Double bed (), Twin bed () | KRW 236,500(* Including Breakfast of 2 person) |
| W Hotel | Wonderful | Double bed (), Twin bed () | KRW 198,000 |
| | | Breakfast : No(), 1person,), 2 person | KRW 24,200 per 1 person(extra charge) |
| | Spectacular | Double bed (), Twin bed () | KRW 220,000 |
| | | Breakfast : No(), 1person,), 2 person | KRW 24,200 per 1 person(extra charge) |
| Hankang Hotel | Standard | Double bed (), Twin bed () | KRW 100,000 |
| | | Breakfast : No(), 1person,), 2 person | KRW 18,000 per 1 person(extra charge) |
| Dongseoul Hotel | Standard | Double bed (), Twin bed () | KRW 80,000 |
| | | Breakfast : No(), 1person,), 2 person | KRW 7,000 per 1 person(extra charge) |

- * All rates are quoted in KRW (Korean Won). The exchange rate for US Dollar is subject to change.
- * This room rate is specially discounted for the ITU-T Meetings.
- * Hotel rooms must be guaranteed against a credit card and the reservation must be cancelled 3 days prior to arrival day to avoid “no-show” charge.
- * We have blocked maximum of some rooms at Sheraton Grande Walkerhill Hotel, Hankang Hotel, andt Dongseoul Hotel .

Please circle one credit card from the following:

VISA, MASTER CARD, AMERICAN EXPRESS, DINERS CLUB etc.

Credit Card No: **Expire date:**

Name of the card holder:

Signature:

ANNEX 2

Request for Letter of Invitation for issuing VISA to participate in ITU-T SG16 Rapporteurs Meeting

(17 - 23 January, 2008, Seoul, Korea)

If needed, please return this form to **Mr. Youngjae Kim, no later than 7 December 2007** for the processing of formal invitation letter.

(E-mail: ngn-gsi@tta.or.kr, Office Phone: +82-31-724-0195, Fax: +82-31-724-0119)

| | |
|---|--|
| Family Name | |
| Given Name | |
| Date of Birth(yyyy/mm/dd) | |
| Gender | |
| Company(Individual Member) | |
| Nationality | |
| Passport Number | |
| Mailing Address (With postal code) | |
| Expected entry date | |
| Expected departure date | |
| Tel. | |
| Fax. | |
| E-mail | |