

ISO/IEC JTC1/SC17
Cards and personal identification

2005-05-31

ISO/IEC JTC1/SC17 N 2771

WG8 **N 1120**

DOCUMENT TYPE: NOTICE OF MEETING

TITLE: Calling Notice for the 18th Plenary Meeting of ISO/IEC JTC1/SC17 being held in Sun City, Republic of South Africa on 2007-10-05/07

BACKWARD POINTER: N

SOURCE: Secretariat ISO/IEC JTC1/SC17

STATUS: Please make your reservation in accordance with the instructions which will be given on the web site <http://www.platinum-africa.com/iso/sc17/> which will be ready for members use soon. Members will be informed when the web site is ready for use and of the cut-off date for reservations as soon as these are know. Further updates will follow as and when necessary.

ACTION ID: ACT

WORK ITEM:

DUE DATE: A Cut-Off Date will be sent to members as soon as it is known. It is strongly recommended that you make your **reservations early in order to ensure you get the hotel of your choice and to receive the 35% discount.**

DISTRIBUTION P, L and O-Members of ISO/IEC JTC1/SC17
ISO/IEC JTC1 Secretariat and ISO/IEC/ITTF

MEDIUM: SERVER

NO. OF PAGES: 4

DRAFT PROGRAMME FOR EIGHTEENTH PLENARY MEETING OF ISO/IEC JTC1/SC17 SUN CITY:

26 September 2005

Registration of Delegates: (WG8)

A Hospitality Desk will be set-up in the foyer of the Conference Centre (centrally located) for delegates to register.

Delegates will receive:

Delegate bag and Cap

Accreditation lanyard

Programme

Sponsor's documentation.

Check-in will be at the individual hotels from 14.00 hrs onwards.

Hospitality desks will also be available on Monday 3 October for the other working groups meeting in Sun City and on Wednesday 5 October for the SC17 Plenary Meeting.

HOTELS

THE FOLLOWING ACCOMMODATION HAS BEEN RESERVED AT A VASTLY DISCOUNTED RATE OF ABOUT **35%** OF THE NORMAL "OVER THE COUNTER" RATE.

Delegates will only qualify for this rate if they book their accommodation with Platinum Africa. There is no minimum stay required and should delegates wish to arrive earlier or stay later they may also use this rate.

All hotels are within walking distance with the conference venue, although complimentary shuttle busses operate every 15 minutes between the four hotels and the conference centre

RATES

All rates are inclusive of full English Buffet Breakfast, taxes and tourism levy.

Rates are per person sharing and per person single.

Rates are quoted per night

100 rooms are being held across complex for this SC17 and its working groups from 26 September until departure on 07 October 2005

MIDWEEK: SUNDAY TO THURSDAY

WEEK END : FRIDAY AND SATURDAY

CABANAS HOTEL:

R535.00 per person sharing MIDWEEK	R643.00 per person sharing WEEK END
R985.00 per person single MIDWEEK	R1200.00 per person single WEEK END

SUN CITY HOTEL

R635.00 per person sharing MIDWEEK	R750.00 per person sharing WEEK END
R1165.00 per person single MIDWEEK	R1390.00 per person single WEEK END

CASCADES HOTEL

R663.00 per person sharing MIDWEEK	R785.00 per person sharing WEEK END
R1220.00 per person single MIDWEEK	R1465.00 per person single WEEK END

THE PALACE HOTEL

R1093.00 per person sharing MIDWEEK	R1305.00 per person sharing WEEK END
R2040.00 per person single MIDWEEK	R2465.00 per person single WEEK END

CONFERENCE SPACE

From 26 September to 30 September 2005 (both days included) two conference rooms are being held for the WG8 (please see attached grid)

No conference Rooms are being held for the Saturday 01 October.

From Sunday 02 October to Friday 07 October (both days included) five conference rooms are being held (see attached grid)

SOCIAL PROGRAMME: (SPONSORED EVENTS)

A cocktail Buffet Party will be held on 26 September 2005 in the Lost City Crocodile Lounge from 19.30 hrs to 21.00 hrs.

On Monday 03 October a Cocktail Finger Fork Buffet will be held in the Hall of Treasures next to the conference centre. The time is from 19.00 hrs to 21.00 hrs

On Wednesday 05 October 2005 a Farewell Boma Dinner with Game drive will be held for the group. A boma is a traditional open-air venue with an African Flavour where a traditional African barbecue will be served.

The game drive will depart at 16.30 hrs from the Conference Centre and after the game drive guests will go directly to the African Boma for dinner. The end of the function is scheduled for about 22.00 hrs.

TRANSPORT AND TRANSFERS

Transport to and from Sun City will be provided for delegates. This will include private transfers, coach transfers and bookings of scheduled flights between Johannesburg to Sun City for guests wishing to travel this way. This information will be available on the web site.

DELEGATE REGISTRATION

A web site has been set-up for the event. It is in the form of an informative website regarding the country (climate/voltage/visas etc), location of the event, directions and general resort information.

Delegates will be able to register for the conference as well as for their accommodation on the website. This will include the registration of spouses or partners wishing to travel with them.

PRE AND POST TOURS

We will also facilitate the booking for private holidays before and after the event. Sample itineraries will be available on the website but we specialise in tailor made programmes to suit individual needs and budgets.

Preliminary schedule for SC 17 meetings in South Africa - October 2005

Version date: 2005/01/28

Date:	Monday 3 Oct		Tuesday, 4 Oct		Wednesday, 5 Oct		Thursday, 6 Oct		Friday, 7 Oct		Possible venues
Meeting	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	
WG 1											Civet
WG 3											Royal Ballroom
WG 5											Lynx
WG 9											Lion
Plenary											Royal Ballroom
Evening events		Welcome cocktail Approx 120				Boma braai Approx 150					

Estimated number of delegates

WG	Delegates	Dates	Data projector	Venue
Plenary	60	5 – 7 Oct	Yes (Two)	Royal Ballroom South
1	12	3 – 5 Oct	Yes	Civet
3	50	3 – 5 Oct	Yes	Royal Ballroom South
4	Not meeting with Plenary			
5	15+	3 – 4 Oct	Yes	Lynx
8	25	26 – 30 Sept	Yes	Lynx
9	6	3 – 4 Oct	No	Lion
10	Not meeting with Plenary (meeting in SA during May 2005)			

Welcome cocktail (Crocodile lounge, approx 50 people)