



INFORMATION PAPER

ON CO-LOCATED MEETINGS OF GEO COMMITTEES: ARCHITECTURE AND DATA, CAPACITY BUILDING, SCIENCE AND TECHNOLOGY, USER INTERFACE, AND C4, IN MELBOURNE, AUSTRALIA, 14-18 SEPTEMBER 2009

TIME AND PLACE OF THE MEETINGS

1. At the kind invitation of the Government of Australia, the above meetings will be held in the Australian Government Bureau of Meteorology (BoM) Head Office at 700 Collins Street, Melbourne and the nearby Karstens at CQ ConferenceCentre, 123 Queen Street, Melbourne, from 14 to 18 September 2009.
2. While the detailed Work Plan will be announced by the GEO Secretariat soon, it should be noted that the opening joint meeting will be held at the Bureau Head Office (700 Collins Street, 6th Floor) on 14 September at 9.30 AM. It is likely that the subsequent Architecture and Data Committee (ADC) and Capacity Building Committee (CBC) meetings, as well as the C4, will be held in Karstens at CQ; while the User Interface Committee (UIC) and Science and Technology Committee (STC) will be held in the Bureau Head Office. A map showing the location of the two venues (separated by just a little over one km) is at Attachment A.
3. If you are bringing your laptops to Melbourne, please note that a special electrical plug is used in Australia (see picture at lower left hand corner of Attachment A) and wifi is freely available in both venues.

HOTEL ACCOMMODATION

4. There are many hotels in Melbourne City. The Local Secretariat recommends the Citiclub Hotel (4-star) at 123 Queen Street at A\$139.00 per night (not including breakfast) for a standard single room. It is the responsibility of the participants to book the hotel directly, and provide credit card guarantee for the first night. The hotel facsimile number is +613 9602 1130, email res@citiclub.com.au, web site www.cqmelbourne.com.au. Please quote "Bureau of Meteorology GEO Meetings" when making a booking. It is on a first-come-first-served basis.
5. Other nearby hotels (within walking distance from the two venues) include:
 - Grand Hyatt Hotel, 5-star, <http://melbourne.grand.hyatt.com/hyatt/hotels/index.jsp>
 - Novotel Melbourne on Collins, 5-star, <http://www.novotelmelbourne.com.au/>
 - Crown Towers Hotel Melbourne, 5-star, <http://www.crowntowers.com.au/>
 - Holiday Inn-on-Flinders, 4-star, <http://www.ichotelsgroup.com/h/d/hi/1/en/hotel/melsf>
 - Victoria Hotel, 3-star, <http://www.victoriahotel.com.au/>
6. Please note that "No smoking" applies to most hotel rooms, and a heavy fine will be imposed on anyone caught smoking in the guest room.



ENTRY FORMALITIES

7. Generally, anyone who is not an Australian citizen needs a valid visa or Electronic Travel Authority (ETA). Please check <http://www.immi.gov.au/visawizard/>. ETA is available online at <http://www.immi.gov.au/visitors/tourist/976/eligibility.htm>. Non-electronic visas are available from Australian Embassies or High Commissions, but applications should be made early. The normal turn-around time is one week, but sometimes it may take up to several weeks. If you need a letter of invitation for the purpose of facilitating visa application, please contact Dr Ven Tsui of the Bureau of Meteorology at v.tsui@bom.gov.au.

8. The most convenient means of transport from/to the Airport is taxi. The taxi fare between Melbourne Airport and the City is about A\$40. The Skybus costs A\$16 one way, and will take you to the City Terminal at the Southern Cross Railway Station close to the Bureau Head Office.

SIDE VISITS WHILE IN AUSTRALIA

9. If there is a demand, a visit to inspect the Bureau of Meteorology facilities in Melbourne can be arranged for Friday, 18 September 2009. Interested parties should contact Dr Ven Tsui at v.tsui@bom.gov.au by 11 September 2009.

10. The Commonwealth Scientific and Industrial Research Organization (CSIRO), is also willing to host visits by interested GEO participants to its facilities in Canberra (about one hour by domestic flight) on the Friday before or Monday after the co-located committee meetings in Melbourne. CSIRO's Canberra facilities include the joint CSIRO/NASA Deep Space Tracking Station and the CSIRO Water Information Visualisation Facility. Interested parties should contact Dr Stuart Minchin at stuart.minchin@csiro.au no later than 21 August 2009.

PROVISIONAL REGISTRATION

11. To help the Local Secretariat in organising logistics, eg conference facilities and reception on 14 September, it would be appreciated if the Provisional Registration Form at Attachment B could be emailed or faxed to Dr Ven Tsui at v.tsui@bom.gov.au or +613 9669 4473 and the GEO Secretariat at secretariat@geosec.org or +41 22 730 8520 no later than 4 September 2009.

CLIMATE

12. September is springtime in Melbourne, but weather could be variable, with four seasons in a day. The climatological data for the month of September are:

Mean maximum temperature 17.1C

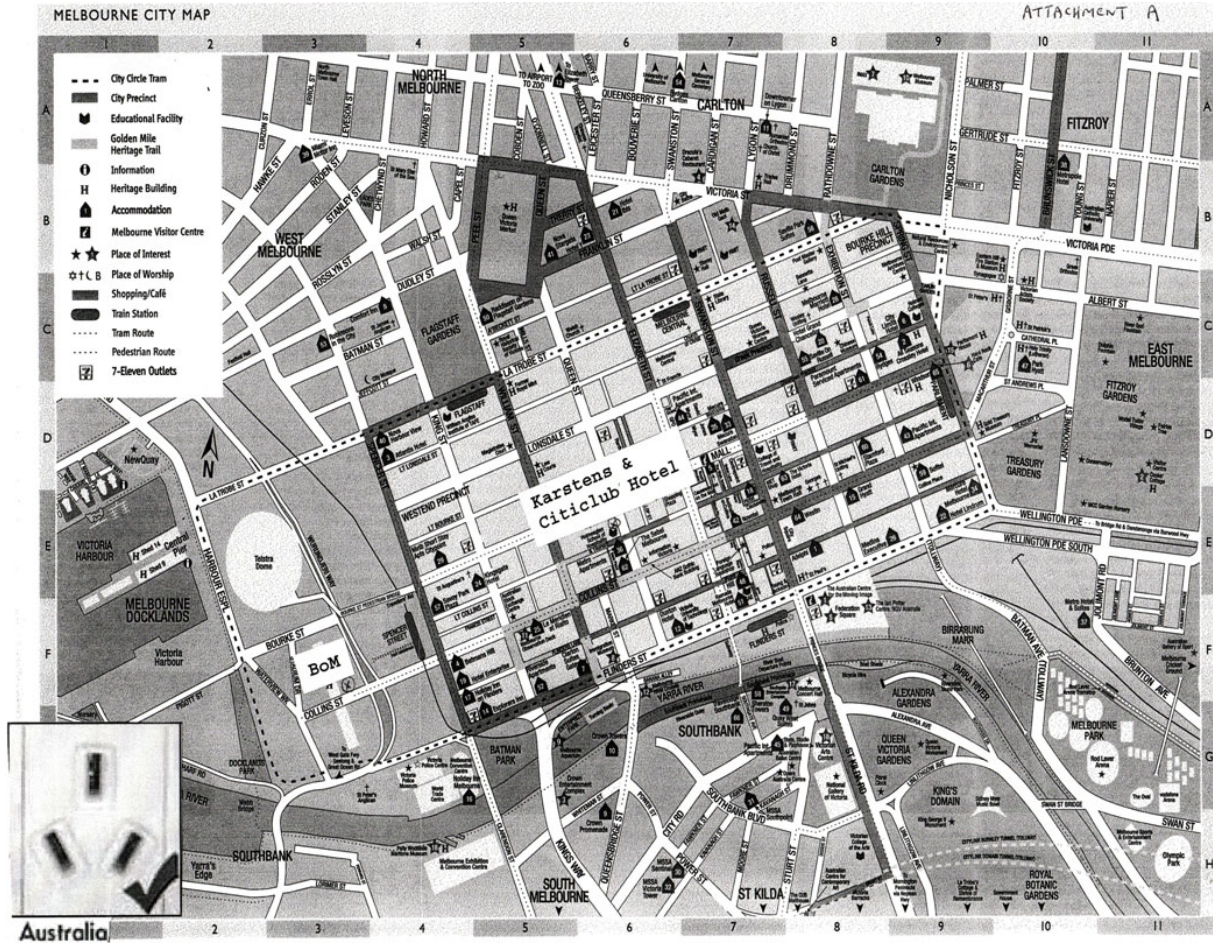
Mean minimum temperature 7.7C

Extreme highest temperature 31.4C



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Extreme lowest temperature -0.6C
Mean wind speed 12.6 km/h
Highest gust 111 km/h
Mean daily hours with sunshine 5.5
Mean number of days with measurable rain 14
Mean monthly rainfall 58 mm





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ATTACHMENT B

PROVISIONAL REGISTRATION FORM
GEO Committee Meetings
Melbourne, 14-18 September 2009

Name: (Dr/Mr/Ms)

Country:

Address:

Email address:

GEO Committee: ADC / CBC / UIC / STC / C4

Date of arrival:

Arrival flight:

Date of departure:

Departure flight:

Remarks:



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Note: Please email to Dr Ven Tsui at v.tsui@bom.gov.au or fax to +613 9669 4473 no later than 4 September 2009.