

Asia-Pacific Satellite Data Exchange and Utilisation (APSDEU) Meeting

Tokyo, Japan

2-4 February 2009

INFORMATION NOTE

Date and Venue

The Asia-Pacific Satellite Data Exchange and Utilisation (APSDEU) Meeting will be held at the Headquarters of the Japan Meteorological Agency (JMA) (at Room #539, 5th floor) from 2 to 4 February 2009.

Opening/Closure

The Meeting at the JMA Headquarters will open on Monday, 2 February 2009 at 09:30, and close on Wednesday, 4 February 2009 at 13:00.

Working Language

The Seminar will be conducted in English.

Accommodations

JMA blocked double rooms of Hotel Villa Fontaine Otemachi for 9,900 Japanese Yen (JPY) for single use (11,600 JPY for double use) per night, including light breakfast. If you would like stay in this hotel, please choose "yes" in the accommodation part of your attendance form. In this case, you need not to reserve by yourself. Internet access is available in the hotel.

Hotel Villa Fontaine Otemachi (about ten minutes walk from JMA)
Address: 1-8-8 Uchi-kanda, Chiyoda-ku, Tokyo 101-0047, Japan
Tel: + 81 3 3291 7770
Fax: + 81 3 3291 7778
Website: <http://www.hvf.jp/eng/otemachi.php>

Visa

If you need entry visa to Japan, please fill in the relevant items in the visa part of your attendance form, and send the form to JMA at your earliest convenience. JMA will send you necessary documents for visa application by postal mail.

Airport Information

Narita International Airport is located about 60 km east of central Tokyo (http://www.narita-airport.or.jp/airport_e/index.html). Narita Express (<http://www.jreast.co.jp/e/nex/index.html>) provides the fastest access to central Tokyo.

The Immigration Bureau of Japan introduced new immigration procedures on 20 November 2007. Every visitor to Japan is requested to be fingerprinted and photographed at immigration control.

Currency

The currency of Japan is Yen (JPY). One US dollar is equivalent to about **JPY 92** as of **10 December 2008**.

Large shopping centres accept major credit cards (e.g. Visa, Master), while smaller shops and the public transportation expect you to pay in cash. Foreign currency is not usually accepted.

Time Zone

Japan Standard Time is nine hours ahead of GMT.

Climate

The climatological data in Tokyo for February is given below:

	Tokyo
Mean temperature	6.1 °C
Mean maximum temperature	10.0 °C
Mean minimum temperature	2.4 °C
Total precipitation	60.2 mm
Number of rainy days*	4 days
Relative humidity	51 %

* Precipitation of 1 mm or more

<http://www.data.jma.go.jp/obd/stats/data/en/normal/normal.html>

Miscellaneous information (Internet access at JMA Headquarters)

Wireless Internet access is available at the venue of the seminar (Room #539 of the JMA Headquarters).

Contact Person of JMA

Contact person of JMA is as follows.

Masahiro Kazumori (Mr.)
Numerical Prediction Division, Forecast Department
Japan Meteorological Agency
Address: 1-3-4 Otemachi, Chiyoda-ku, Tokyo 100-8122, Japan
E-mail: kazumori@met.kishou.go.jp

Useful websites:

JMA website: <http://www.jma.go.jp/jma/indexe.html>
Narital International Airport <http://www.narita-airport.jp/en/>
Visit Japan Campaign <http://www.visitjapan.jp/>
Tokyo Metro <http://www.tokyometro.jp/global/en/>
Toei Subway <http://www.kotsu.metro.tokyo.jp/english/index.html>