



DATE: 1997-11-26

ISO/IEC JTC 1/SC 2/WG 2

Universal Multiple-Octet Coded Character Set (UCS) - ISO/IEC 10646

Secretariat: ANSI

DOC TYPE: Calling Notice and Meeting Agenda

TITLE: 1st Call WG2 Meeting # 34, Redmond (Seattle area), State of Washington, U.S.A. from 16 - 20 March 1998.

SOURCE: Mike Ksar, Convener

PROJECT: JTC 1.02.18 – ISO/IEC 10646

STATUS: SC2/WG2 participants are requested to make plans to attend the meeting.

ACTION ID: ACT

DUE DATE: 1998-02-25 for Hotel Reservations

DISTRIBUTION: SC2/WG2 members and Liaison organizations

MEDIUM: Paper

NO. OF PAGES: 2

This is the ***first*** call for WG2 meeting # 34, which precedes the next WG3 and SC2 Plenary meetings. The calls for SC2/WG3 and SC2 plenary will be issued by the SC2 Secretariat separately. The U.S. is hosting the meeting at the Microsoft Campus in Redmond, Washington. The venue and logistic information is attached in 2 separate documents. Mr. Michel Suignard of Microsoft is the contact point for logistics issues regarding the meeting. WG2 will be meeting starting at 9:00 am Monday, 16 March 1998 and conclude on Friday, 20 March 1998, at noon. The call for SC2/WG3 and SC2 plenary meetings will be issued separately.

This ***first*** call for WG2 meeting # 34 is being broadcast by email and posted to the SC2/WG2 website at URL: www.dkuug.dk/JTC1/SC2/WG2. ***Documents received after the deadline of 12 December 1997 will be distributed at the meeting for possible placement on the agenda.*** A hard copy version will be included in the next WG2 mailing that I plan to mail in mid-December 1997.

The objective of this meeting is to continue the WG2 program of work, on repertoire content and allocation of code space. A preliminary agenda will be made available via the website by early February.

Mike Ksar
Convener – ISO/IEC/JTC 1/SC 2/WG 2

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Following are the arrangements for the SC2 and WG2/WG3 meetings.

Our host at Microsoft, Michel Suignard, made hotel arrangements at the Marriott Courtyard in Bellevue, the rate is a very reasonable \$87 (+tax) per day. There will also be transportation from the hotel to the meeting venue. There is a special web page (in attachment) that you can be used for hotel registration.

The meeting location will be:

Microsoft Corporation
One Microsoft Way
REDMOND, WA 98052-6399
USA

Meeting location within the corporate campus:

Pebble Beach Cafe meeting room building #31

Host Contact:

Mr. Michel Suignard
Microsoft Corporation

Tel: +1 425 936 0063 (note the prefix change from 206 to 425)

Fax: +1 425 936 7329

Email michelsu@microsoft.com

Direction to campus (from the airport):

Follow signs to Freeways; this will put you on East 518,
Follow sign to Interstate 5 and Interstate 405
Take North Interstate 405 (Bellevue-Renton)
Continue on North Interstate 405 through Renton and Bellevue, approx. 14miles,
Take East Highway 520 (Redmond)
Take 148AvNE North Exit,
Continue on 148th Ave NE North for approx. 1/2 mile,
Turn right on 40th Street,
After crossing 156th Ave, turn right on the 2nd entrance to the Microsoft campus,
The Building 31 will be the 2nd building on your left.

The hotel web site <http://www.courtyard.com/courtyard/BVUCH/> has also a map locator that you can use to get driving instructions, the hotel is only a couple of miles from the meeting location.

Hotel arrangement:

Please look at the following attachment (HTML format). It is better for the reservation management that the attendees use our reservation channel (through Microsoft) instead of contacting directly the hotel. If they still do, it is really important that they mention that they are attending the ISO SC2 meetings. (If you can't open the HTML attachment let me know)

<<ISO Meeting.html>>

Social event:

We are planning a social event, probably the Saturday March 21st; I have also included the registration for this in the hotel form.

Meeting schedules:

WG2 will meet starting at 9:00 on Monday, 16 March 1998 and conclude on Friday, 20 March 1998 at noon or sooner if possible. WG3 and SC2 plenary meeting times and schedules will be posted separately.

The meeting room is reserved for the whole week of March 16th (Monday to Saturday) and the 3 first days of the next week (23, 24, and 25).

ISO SC2 MEETING

Hotel and Social Event Reservations Form

March, 15-25, 1998 · Bellevue Courtyard by Marriott · Bellevue, WA

- To make your reservations please complete and email the following reservation form to **grptvl@microsoft.com**. Or fax it to: +1 425 649-2469, TO: Group Travel. On the email subject line include the following: Your Name; _ISO SC2 meeting March 15-25 1998

- Hotel reservations will not be guaranteed after February 25th 1998.

If you have general questions about the **hotel reservations** please call 1-800-699-2660 (and press #4) in the US, or +1 425 936-3985 outside the US. - One form per attendee please.

FIRST NAME: _____ **LAST NAME:** _____

E-MAIL ADDRESS: _____

TITLE : _____

COMPANY : _____

ADDRESS: _____

CITY: STATE: ZIP: _____

COUNTRY: _____

PHONE : _____ **FAX:** _____

Hotel Address and phone:

To get the special rate, it is advised to not call directly the hotel for reservation, but instead to use the special number and email mentioned above. In case you still do, please make sure to mention that you are part of the ISO SC2 meeting.

Bellevue Courtyard by Marriott

14615 NE 29th Pl., Bellevue, WA - USA

Phone: (425)869-5300

Fax: (425)883-9122

Check in date: _____ Check out date: _____

I prefer a: Smoking Non Smoking Room

I prefer a: Single Occupancy Double Occupancy

Rate: \$87 for single occupancy, \$97 for double occupancy, tax extra

Transportation to the Hotel:

The hotel can be joined by shuttle service at the airport or taxi (around \$30-40). The usual car rental agencies are also available at the airport.

If you drive, you can find the hotel direction by consulting the Hotel Web site at:

<http://www.courtyard.com/courtyard/BVUCH/>

Otherwise, follow these instructions from the airport:

Follow signs to Freeways, this will put you on East 518,

Follow sign to Interstate 5 and Interstate 405

Take North Interstate 405 (Bellevue-Renton)

Continue on North Interstate 405 through Renton and Bellevue, approx. 14miles,

Take East Highway 520 (Redmond)

Take 148AvNE North Exit,

After crossing over 520 turn left on 29th Street,

The hotel will be on your right after about 300 feet.

Cancellations:

To avoid cancellation charges, these should be made before February 25th. Otherwise, a cancellation fee may be charged by the hotel.

Social event (target date Saturday March 21st on the evening):

Indicate whether you plan to attend:

Yes No
Number of persons (1 or 2): _____

Special Requests:

If you require special assistance, auxiliary aids or other reasonable accommodations, please let us know when you register.

Credit Card Information:

Type **Number** **Expiration date** _____

(Please provide a credit card number to guarantee your room)