

# ISO/IEC JTC 1/SC 32 N 1197

Date: 2004-12-08

REPLACES: --

<p style="text-align: center;"><b>ISO/IEC JTC 1/SC 32</b></p> <p style="text-align: center;"><b>Data Management and Interchange</b></p> <p style="text-align: center;"><b>Secretariat: United States of America (ANSI)</b> <b>Administered by Pacific Northwest National Laboratory on behalf of ANSI</b></p>
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Douglas Mann, Secretariat, ISO/IEC JTC 1/SC 32

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available from the JTC 1/SC 32 WebSite <http://www.jtc1sc32.org/>

\*Pacific Northwest National Laboratory (PNL) administers the ISO/IEC JTC 1/SC 32 Secretariat on behalf of ANSI

**ISO/IEC JTC1/SC 32 Plenary Meeting  
ISO/IEC JTC1/SC 32 Working Group Meetings  
11 - 22 April 2005  
Berlin, Germany**

**\* GENERAL INFORMATION ON THE MEETING AND BERLIN \***

All meetings from 11 to 22 April 2005 will be held at DIN, Deutsches Institut für Normung e. V., in Berlin, Germany.

**Meeting Information**

**Host Organisation**

DIN Deutsches Institut für Normung e. V.  
Burggrafenstrasse 6  
10787 Berlin

**Host Contact**

Mr. Cord Wischhoefer  
DIN Deutsches Institut für Normung e. V.  
Information Technology Standards Committee  
Burggrafenstrasse 6  
10787 Berlin  
Tel: +49 30 2601-2535  
Fax: +49 30 2601-42535  
Email: [cord.wischhoefer@din.de](mailto:cord.wischhoefer@din.de)



**Location of Meeting**

DIN Deutsches Institut für Normung e. V.  
9<sup>th</sup> and 10<sup>th</sup> Floor  
Burggrafenstrasse 6  
10787 Berlin  
Tel: +49 30 2601-2535/2566  
Fax: +49 30 2601-42535

**Meeting Rooms and  
Meeting Fees**

The detailed information regarding room allocation will be provided at a later point in time. There will be no meeting fees.

**Point of Contact**

**Mr. Cord Wischhoefer**  
e-mail: [cord.wischhoefer@din.de](mailto:cord.wischhoefer@din.de)

**Ms. Nadine Rußmann**  
e-mail: [nadine.russmann@din.de](mailto:nadine.russmann@din.de)

## Messages

During the meeting messages for delegates can be addressed to Cord Wischhoefer

**tel.: + 49 30/2601-2535** or

**fax: + 49 30/2601-42535** or

**e-mail address: [cord.wischhoefer @din.de](mailto:cord.wischhoefer@din.de)**

## Meeting Registration

Enclosed is the Registration Form for the meeting. Delegates are requested to send the duly completed Registration Form (by email or fax) **not later than 18 March 2005** to JTC 1/SC 32 Secretariat with a copy to Mr. Cord Wischhoefer, DIN Deutsches Institut für Normung e. V.

### **ISO/IEC JTC 1 Secretariat**

**Ms Douglas Mann, JTC1/SC 32 Secretariat**

Fax: +1 202-566-1648

Email: [MannD@battelle.org](mailto:MannD@battelle.org)

### **Information Technology Standards Committee at DIN e. V.**

Fax: +49 30 2601-42535

Email: [cord.wischhoefer@din.de](mailto:cord.wischhoefer@din.de)

## How to get to DIN – location map



The **DIN offices** (Burggrafenstr. 6, 10787 Berlin) are situated in the western area of the city centre.

**Nearest UNDERGROUND STATION (U-Bahn) Wittenbergplatz**, approx. 5 minutes walking distance. (How to get to DIN from there, see the location map.)

**Nearest MAIN-LINE RAILWAY STATION Zoologischer Garten**, approx. 10 minutes walking distance or by Bus 100 to Bayreuther Straße (Bus 200 stops near the Alexander-von-Humboldt-Haus in Budapeststr.). You can also take a taxi to the DIN (approx. 5 EUR). Alternatively, take the **underground (line 2, direction Pankow)** towards the station **Wittenbergplatz**. (How to get to DIN from there, see the location map.)

### FROM THE AIRPORTS:

#### Berlin-Tegel (TXL)

The **TEGEL AIRPORT** is located approximately 10 km from DIN and approx. 15 km from the center of the city. There is a bus stop in front of the main exit of the airport building. The following bus routes are available:

- **Bus 109 to Bahnhof Zoo** (via Kurfürstendamm, every 10 minutes – approx. 30 minutes)
- **Bus X9 to Bahnhof Zoo** (shuttle express, every 20 minutes – approx. 15 minutes)
- Alternatively, **transportation by Taxi** – cost about 15 EUR.

### **Berlin-Schönefeld (SXF)**

The Airport in the east Berlin, called **SCHÖNEFELD**, is located approx. 35 km southeast of DIN. There is a train service, called "Flughafenexpress" (**Airport-Express**) or **S-Bahn** (city rail) **S9** directly to the station to **Bahnhof Zoologischer Garten**. From Zoologischer Garten there is a link to the underground (U-Bahn). From there take the **underground (line 2, direction Pankow)** that will bring you to the station **Wittenbergplatz**. (How to get to DIN from there, see the location map.)

Alternatively, **transportation by Taxi** cost about 30 EUR.

### **Berlin-Tempelhof (THF)**

**TEMPELHOF AIRPORT** is located approx. 5 km from DIN. There is a direct route (**bus line 119**) to the city center which will bring you close to the meeting place, if you alight at the stop **Tauentzienstraße**. (How to get to DIN from there, see the location map.)

Alternatively, take the **underground** – the **station Platz der Luftbrücke**, 5 minutes walk from Tempelhof-Airport (**line 6, direction Tegel**), change at station **Hallesches Tor** towards the station **Wittenbergplatz (line 2, direction Ruhleben)**. (How to get to DIN from there see the location map.)

You can also take a **Taxi - approx. 15 EUR**.

With a ticket for public transport services (2 EUR), you can travel on and change between underground train, buses, city rail or trams for a period of two hours going from A to B (but not back from B to A on the same ticket). All tickets must be stamped at the beginning of the trip. Tickets, including day tickets and weekly tickets, can be obtained from the ticket-vending machines.

If you come by car, you can park in the underground car park of DIN. Access is via 31 Budapester Straße, (combined entrance of Dorint Hotel Schweizerhof and DIN/Beuth). Please use the right-hand lane.

For more information, check the official Berlin Web site, which gives you information on how to get to Berlin, transportation, tourist information, hotels and museums:

<http://www.berlin.de/english/visitors.html>

## Accommodation

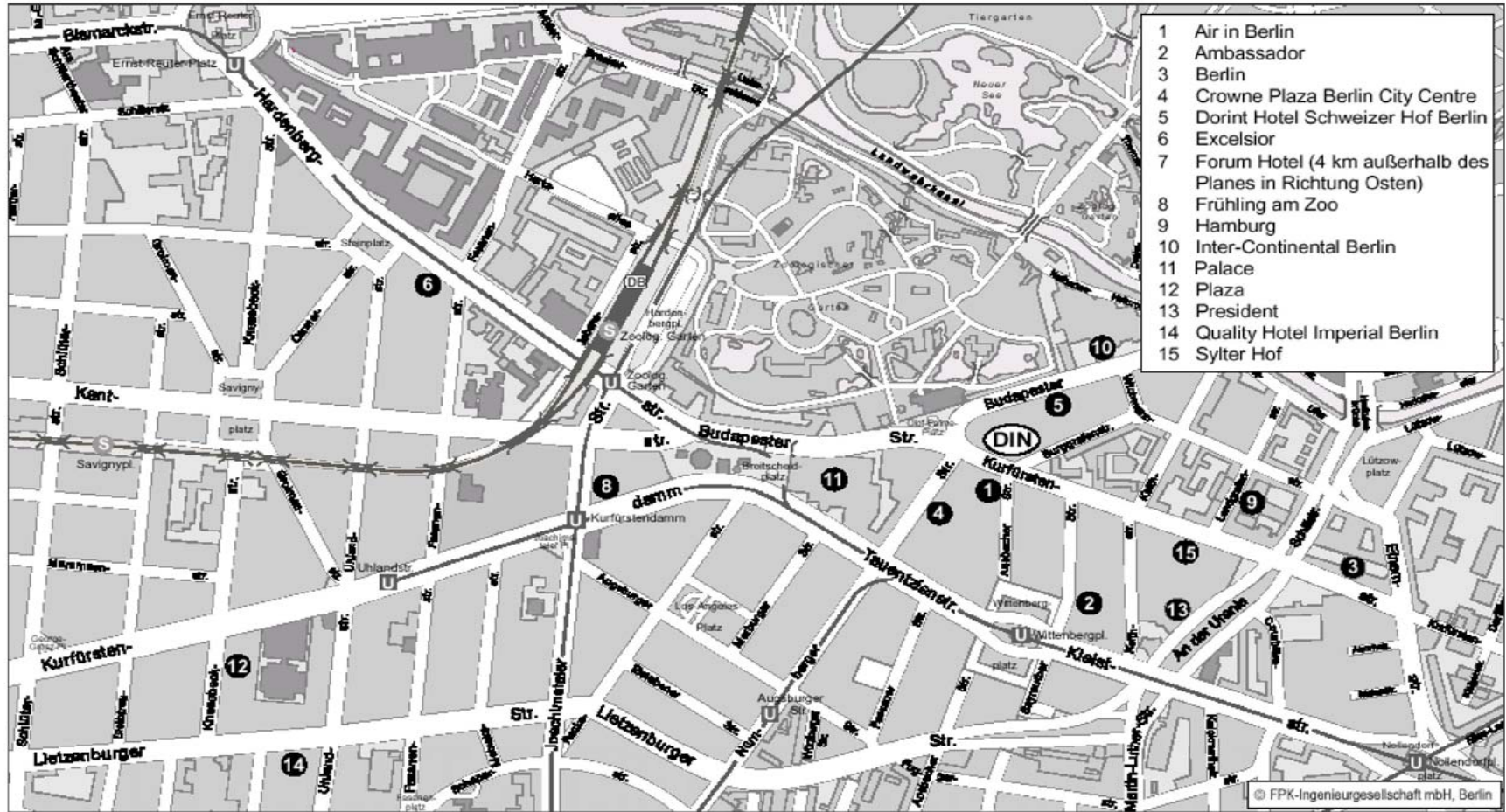
We have reserved blocks of 40 rooms each at special rates in two hotels in the vicinity of DIN. The Berlin Excelsior Hotel and the Hotel Sylter Hof Berlin. The table below and the hotel websites give you all the information you need. Please use the hotel **booking form** included in the information package.

**NOTE: Please make reservations for the rooms as early as possible. The hotels will not guarantee availability of rooms after the deadlines indicated in the column "Option expires" (4 March and 13 March, respectively).**

<b>Hotel Name &amp; Address</b>	<b>Berlin Excelsior Hotel</b> Hardenbergstraße 14 10623 Berlin GERMANY	<b>Hotel Sylter Hof Berlin</b> Kurfürstenstraße 114 – 116 10787 Berlin GERMANY
<b>Contact information</b>	Tel: +49 30 315522 Fax: +49 30 3155-1053 Web: <a href="http://www.hotel-excelsior.de">www.hotel-excelsior.de</a> E-Mail: <a href="mailto:reservierung@hotel-excelsior.de">reservierung@hotel-excelsior.de</a>	Tel: +49 (0)30 2120-233/-234 Fax: +49 (0)30 2141648 Web: <a href="http://www.sylterhof-berlin.de">www.sylterhof-berlin.de</a> E-Mail: <a href="mailto:reservation@sylterhof.com">reservation@sylterhof.com</a>
<b>Room rates (EUR/night)</b>	Single: 90,00 Double: 110,00	Single: 79,00 Double rooms unavailable
<b>Breakfast</b>	Included	Included
<b>Room availability</b>	10.04.2005 – 23.04.2005	10.04.2005 – 23.04.2005
<b>No. of rooms</b>	40	40
<b>Option expires</b>	<b>4 March 2005</b> Mention "SC 32 Meetings 2005" when booking	<b>13 March 2005</b> Mention "SC 32 Plenary and SC 32/WG Meetings 2005" when booking
<b>WLAN information</b>	1 h = 3,90 € (one time login) 3 h = 9,90 € (flexible) 5 h = 14,90 € (flexible) 10 h = 24,90 € (flexible)	All rooms have WLAN access. (Enquire for information at reception) 30 minutes = 4,50 €; 120 minutes = 9,50 €; 24 h = 24,50 €

**Note:** The list of all hotels who have special rates with DIN (Berlin\_Hotels\_2004.pdf) is also included in the logistics information for the SC 32 meetings. If you book a room in one of these other hotels mention the word "DIN" to get the special DIN rates.

## Location of Hotels



## Lunch Options

### **DIN RESTAURANT**

The DIN restaurant opens from 8:00 to 10:30 and serves breakfast snacks. Lunch is also served in this restaurant from 12:00 to 13:30. The restaurant is located on the sixth floor. Drink vending machines are available on the 6<sup>th</sup> floor round the clock. Flasks of coffee and tea will also be placed in the meeting room in the morning and again in the afternoon.

### **OTHER RESTAURANTS AND CAFES**

There are many lunch places in the vicinity of DIN that offer a great variety of food. We should like to suggest that you split up into small groups and choose from the list below or follow your own instincts. Please refer to the location map for your orientation.

#### **Kurfürstenstrasse**

Restaurants between Bayreuther Strasse and Landgrafenstrasse, including Fish restaurant "Roter Sand", Steak-House, Chinese and a lunch-cafeteria at Hotel "Sylter Hof" opposite of the junction with Landgrafenstrasse.

#### **Wittenbergplatz**

KADEWE - the large department store across the square to your right  
6<sup>th</sup> floor features a variety of stand-up food stands  
7<sup>th</sup> floor cafeteria style restaurant.

Tuesdays, Thursdays, Fridays only: Food market on **Wittenbergplatz** (DIN north) with food stands.

About 8 restaurants along the northern and the southern sides between Ansbacher- and Bayreuther Strasse, including a Vegetarian buffet with stand-up tables.

#### **Ansbacher Strasse**

Cafe Ansbach (on the left-hand side between DIN and Wittenbergplatz)  
Lunch café with tables to sit-down (order at the counter)

#### **Bayreuther Strasse**

Restaurants and fast-food places on the left-hand side between DIN and Wittenbergplatz

#### **Tauentzienstrasse near Wittenbergplatz**

Opposite KADEWE are the Kamps and Butter Lindner bakeries offering cold sandwiches to go

#### **Europa-Center**

Food stands and restaurants including "Food & Friends" and "Mövenpick".

#### **Sandwich-Shops**

Croissanterie on Wichmannstrasse between Burggrafen- and Keithstrasse  
Dalo's on Nürnberger Strasse between Tauentzien- and Augsburgstrasse  
- about a 10-minute walk from DIN -  
(there are also more restaurants along Nürnberger Strasse)



## Some Sightseeing Tips

A selection of places which are worth a visit when you are in town:

### Monuments in Berlin (see also at:

[http://www.stadtentwicklung.berlin.de/denkmal/denkmale\\_in\\_berlin/index\\_en.shtml](http://www.stadtentwicklung.berlin.de/denkmal/denkmale_in_berlin/index_en.shtml))

### World Cultural Heritage Sites

- Castles and Gardens of Potsdam and Berlin
- Die Museumsinsel (The Museum Island)

### Unter den Linden

- Brandenburger Tor (Brandenburg Gate)
- Ehem. Sowjetische heute Russische Botschaft (Former Soviet now Russian Embassy)
- Königliches Opernhaus (Royal Opera)
- St. Hedwigs-Kathedrale (St. Hedwig's Cathedral)
- Palais Prinz Heinrich (Prince Heinrich Palace), Humboldt-Universität (Humboldt University)
- Bebelplatz (Bebel Square), Alte Bibliothek (Old Library)
- Denkmal König Friedrich II. von Preußen (King Friedrich II of Prussia Monument)
- Neue Wache (Central Memorial of the Federal Republic of Germany)
- Zeughaus (Armory, today German Historical Museum)

### Other Places of Interest

- Pariser Platz (Square at the Brandenburg Gate)
- The Tiergarten (Big Central Park of Berlin)
- Jüdischer Friedhof Weissensee (Jewish Cemetery Weissensee)
- Many Museums in the Centre of Berlin (<http://www.smb.spk-berlin.de/e/index.html>)
- The Berlin Wall Monuments  
([http://www.stadtentwicklung.berlin.de/denkmal/denkmale\\_in\\_berlin/en/berliner\\_mauer/](http://www.stadtentwicklung.berlin.de/denkmal/denkmale_in_berlin/en/berliner_mauer/))

### Churches and other Places of Worship

- Nikolaikirche (Church of St. Nicholas)
- Marienkirche (Church of St. Mary)
- Sophienkirche (Church of St. Sophie)
- Die Neue Synagoge (The New Synagogue)
- Klosterkirche
- Berliner Dom (Berlin Cathedral)
- Kaiser-Willhelm Gedächtniskirche

To get more proposals for other interesting sight-seeing trips or tips on food and entertainment, have a look at the website <http://www.berlin.de/english/index.html>.

## Hotelauswahl Berlin (Stand: Juni 2004)

Nummer (im Plan) Number (in the map)	Hotel	Adresse Address	Telefon/ Telephone (T) Telefax (F) + 49/ 30	Internet	e-mail	Preis Einzelzimmer Price Single room Preis Doppelzimmer Price Double room	Frühstück Breakfast	Bemerkungen Remarks	X DIN-Nähe X near DIN
1	Air in Berlin	Ansbacher Str. 6 10787 Berlin	T 212 99 2-0 F 212 99 234	www.hotelairinberlin.de	airinberlin@aol.com	€ 70 € 85	incl.	Parkplatz: kostenfrei	X
2	Ambassador	Bayreuther Str. 42-43 10787 Berlin	T 21 90 20 F 21 90 23 80	www.SORAT-Hotels.com	ambassador-berlin@SORAT-Hotels.com	€ 79 € 99	incl.		X
3	Berlin	Lützowplatz 17 10785 Berlin	T 26 05-27 00 F 26 05-27 15	www.hotel-berlin.de	info@hotel-berlin.de	€ 120 € 150	incl.		X
4	Crowne Plaza Berlin City Centre	Nürnberger Str. 65 10787 Berlin	T 2 10 07-0 F 2 13 20 09	www.cp-berlin.com	info@cp-berlin.com	€ 99 € 119	€ 17,50		X
5	Dorint Hotel Schweizerhof Berlin	Budapester Str. 21-29 10787 Berlin	T 26 96-0 F 26 96 10 00	www.dorint.de	reservierung.bersch@dorint.com	€ 135 € 150	incl.	bei Buchung Kundennummer AS51333 nennen	X
6	Excelsior	Hardenbergstr. 14 10623 Berlin	T 31 55-22 F 31 55-10 53	www.hotel-excelsior.de	hotel-excelsior@blueband.de	€ 105 € 125	incl.		
7	Park Inn Berlin Alexanderplatz (ehemals Forum Hotel)	Am Alexanderplatz 10178 Berlin	T 23 89 43 33 F 23 89 45 46	www.parkinn.com	reservations.berlin@rezidorparkinn.com	€ 95 € 110	incl.		
8	Frühling am Zoo	Kurfürstendamm 17 10719 Berlin	T 8 89 11-0 F 8 89 11 150	www.fruehling.com	info@fruehling.com	€ 90 € 115	incl.		X
9	Hamburg	Landgrafenstr. 4 10787 Berlin	T 26 47 70 F 2 62 93 94	www.hoham.de	hoham@t-online.de	€ 89 € 118	incl.		X
10	Inter-Continental Berlin	Budapester Str. 2 10787 Berlin	T 26 02 12 00 F 26 02 11 82	www.interconti.com	berlin@interconti.com	€ 148 € 148	€ 20		X
11	Palace	Budapester Str. 45 (Europa Center) 10787 Berlin	T 25 02-0 F 25 02-11 61	www.palace.de	hotel@palace.de	€ 125 € 145	incl.	Palace SPA: kostenfrei	X
12	Plaza	Knesebeckstr. 63 10719 Berlin	T 8 84 13-444 F 8 84 13-7 54	www.plazahotel.de	reservation@plazahotel.de	€ 81 € 111	incl.		
13	President	An der Urania 16 -18 10787 Berlin	T 21 90 30 F 2 14 12 00	www.president.bestwestern.de	reservat@president.bestwestern.de	€ 76 € 87 Preise gelten auch während Messe- und Kongresszeiten	€ 14,00	Wireless-LAN (Kabelloser Hochgeschwindigkeitszugang ins Internet) - Shuttle Service von den Flughäfen zum Hotel kostenlos (auf Anfrage u. nach Verfügbarkeit)	X
14	Quality Hotel Imperial Berlin	Lietzenburger Str. 79 - 81 10719 Berlin	T 88 00 50 F 8 82 45 79	www.imperial.cca-hotels.de	imperial-berlin@t-online.de	€ 66 € 86	incl.	Upgrading nach Verfügbarkeit Tiefgarage: € 10	
15	Sylter Hof	Kurfürstenstr. 114 - 116 10787 Berlin	T 21 20-0 F 214 28 26	www.sylterhof-berlin.de	info@sylterhof-berlin.de	€ 79 € 109	incl.	Parkplatz: € 11,00 pro Tag	X

Nur bei Angabe des Stichwortes "DIN" bei der Reservierung werden die Sonderpreise gewährt.

For reservation the code word "DIN" has to be given.

Während Internationaler Messen und Großveranstaltungen können die Sonderpreise nicht gewährt werden.

During the time of international trade fairs special prices cannot be granted.

Preisangaben ohne Gewähr, prices stated without guarantee.

Hotelreservierung und Touristeninformation auch möglich über: Berlin Tourismus Marketing GmbH, Am Karlsbad 11, 10785 Berlin, Tel. 25 00 25, Fax 25 00 24 24

erstellt von: Margret Precht, DIN Deutsches Institut für Normung e. V., Burggrafenstr. 6, 10787 Berlin, Tel. 030/2601-2241, Fax: 030/2601-1262, e-mail: margret.precht@din.de

**ISO/IEC JTC1/SC 32 Plenary Meeting  
ISO/IEC JTC1/SC 32 Working Group Meetings  
11 – 22 April 2005  
Berlin**

**\* MEETING REGISTRATION FORM \***

Please fill in this registration form and send it either by email or fax to the JTC 1/SC 32 Secretary, Mr Douglas Mann, **no later than XX March 2005**.

Please also send a copy of this registration form by email to the host contact, Mr Cord Wischhoefer at [cord.wischhoefer@din.de](mailto:cord.wischhoefer@din.de)

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**Attention:**   **Ms Douglas Mann, JTC1/SC 32 Secretariat**  
Fax:   +1 202-566-1648  
Email: [MannD@battelle.org](mailto:MannD@battelle.org)

Cc :           Mr Cord Wischhoefer  
              Information Technology Standards Committee at DIN  
              Berlin  
              Fax: +49 30 2601-42535  
              Email: [cord.wischhoefer@din.de](mailto:cord.wischhoefer@din.de)

(Mr/Ms/Mrs)	
Given Names:	Surname:
Organisation:	
Address:	
City:	Country:
Telephone:	Fax:
Email:	
Country of Delegation:	
Date of Arrival:	

**I will participate in the following meetings** (please put an "X" in the appropriate field):

<b>SC 32 Plenary</b>	<b>SC 32/WG 1</b>	<b>SC 32/WG 2</b>	<b>SC 32/WG 3</b>	<b>SC 32/WG 4</b>

**ISO/IEC JTC1/SC 32 Meetings**  
**11 – 22 April 2005**  
**Berlin**

**\* HOTEL RESERVATION FORM \***

**To: Berlin Excelsior Hotel**  
**Attn: Reservation Manager**  
 Tel: +49 30 315522  
 Fax: +49 30 3155-1053  
 E-Mail: [reservierung@hotel-excelsior.de](mailto:reservierung@hotel-excelsior.de)

**cc: Secretariat, NI**  
**Attn: Mr. Wischhoefer**  
 Tel: +49 30 2601-2535  
 Fax: +49 30 2601-42535  
 Email: [cord.wischhoefer@din.de](mailto:cord.wischhoefer@din.de)

We look forward to welcoming you in Berlin. In order to help us to prepare your visit, you are kindly requested to complete the form below and return by fax directly to the Berlin Excelsior Hotel **not later than 4 March 2005**. Once this deadline is over, we cannot guarantee further availability of hotel rooms.

**Single Room (including breakfast): EUR 90.00** +++ per room per night  
**Double Room (including breakfast): EUR 110.00** +++ per room per night

Room Booking - Key Word: "SC 32 Meetings 2005"			
<b>Name (Mr/Ms/Mrs/Dr)</b>			
<b>Company</b>			
<b>Telephone No.</b>		<b>Fax No.</b>	
<b>Email</b>			
<b>Arrival Date</b>		<b>Arrival Flight &amp; Time</b>	
<b>Departure Date</b>		<b>Departure Time</b>	
<b>Room Type</b>	Single		Double
<b>Special Requests</b>	Smoking		Non-Smoking
<b>Other Requests</b>			

Payment Details (A credit card number is required for booking)	
<b>Credit Card Type</b>	Amex / Visa / Master Card / JCB / Diner
<b>Name of Cardholder</b>	
<b>Card No.</b>	<b>Expiry Date</b>

**ISO/IEC JTC1/SC 32 Meetings**  
**11 – 22 April 2005**  
**Berlin**

**\* HOTEL RESERVATION FORM \***

**To: Hotel Sylter Hof Berlin**  
**Attn: Reservation Manager**  
Tel: +49 30 2120-233/-234  
Fax: +49 30 2141648  
E-Mail: [reservation@sylterhof.com](mailto:reservation@sylterhof.com)

**cc: Secretariat, NI**  
**Attn: Mr. Wischhoefer**  
Tel: +49 30 2601-2535  
Fax +49 30 2601-42535  
Email: [cord.wischhoefer@din.de](mailto:cord.wischhoefer@din.de)

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We look forward to welcoming you in Berlin. In order to help us to prepare your visit, you are kindly requested to complete the form below and return by fax directly to the Berlin Excelsior Hotel **not later than 13 March 2005**. Once this deadline is over, we cannot guarantee further availability of hotel rooms.

**Single Room (including breakfast): EUR 79.00 +++ per room per night**  
**Double Room (including breakfast): Not available**

Room Booking - Key Word: " SC 32 Plenary and SC 32/WG Meetings 2005"			
Name (Mr/Ms/Mrs/Dr)			
Company			
Telephone No.		Fax No.	
Email			
Arrival Date		Arrival Flight & Time	
Departure Date		Departure Time	
Room Type	Single		
Special Requests	Smoking	Non-Smoking	
Other Requests			

Payment Details (A credit card number is required for booking)	
Credit Card Type	Amex / Visa / Master Card / JCB / Diner
Name of Cardholder	
Card No.	Expiry Date