



IHB File S3/1401/WG

**INVITATION TO ATTEND THE 6TH MEETING OF THE IHO TIDAL AND WATER LEVEL
WORKING GROUP
WOLLONGONG, AUSTRALIA 25-28 MARCH 2014**

6 November 2013

Dear Members of the TWLWG,

1. All members of the TWLWG are hereby invited to attend the 6th meeting of the TWLWG which will be held at the offices of the Australian Hydrographic Office, Wollongong, New South Wales, Australia from 25 – 28 March 2014. The latest Membership List is attached at Annex A.
2. Everyone attending the meeting must complete the registration form at Annex B and return it to Zarina Jayaswal (tides@defence.gov.au) and Jasbir Randhawa (international.relations@hydro.gov.au) no later than 1 March 2014. The form is also available on the TWLWG 6 web page (http://www.iho.int/mtg_docs/com_wg/IHOTC/TWLWG6/TWLWG6.htm).
3. Zarina Jayaswal has made a block booking at the Chifley Wollongong in the name of IHO TWLWG 6. Full details of the hotel are available in the Logistical Information document available on the TWLWG 6 web page and at Annex C. Members attending must make their reservations directly with the hotel quoting block code “398700” no later than 21 February 2014.
4. The change of dates from those originally published has been done to take advantage of expertise attending DQWG 8 during the same week and those attending TSMAD 28 and DIPWG 6 the following week. It is hoped this interaction will help progress work on the S-10x Tidal Product Specification, tasks C.1 and C.2 in the TWLWG Work Plan.
5. Finally anyone requiring a letter of invitation from Australia for the purposes of obtaining a Visa to visit Australia is requested to inform Zarina Jayaswal at the earliest opportunity.

On behalf of the Chair, TWLWG,

Yours sincerely,

David Wyatt
Secretary TWLWG

Annexes:

- A. TWLWG membership list.
- B. TWLWG 6 registration form.
- C. TWLWG 6 logistics information.

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The 6th Tide and Water Level Working Group Registration Form

IMPORTANT Note: All members must please complete the information requested in this form, and forward it to the Australian Hydrographic Office by no later that the **1 March 2014**.

FTA Contact Information:

Email : tides@defence.gov.au

Phone: (+61) 2 42236654

Fax: (+61) 2 42236599

Personal details (This information is required for legal compliance with the Australian Immigration Act of 2004, for all non-Australian residents residing in an Australian hotel.)

First names:

Surname:

Name of partner (if applicable):.....

Organization:

Nationality/ Residential Status.....

Residential Address- Street

City

Code

Country.....

Home telephone number:

Office telephone number:

Mobile telephone number:

E-mail address:

Accommodation

Arrival date: Departure date:

Room type – En-Suite room Single Y / N

En-Suite room Double Y / N

Smoking or non-smoking

Travel Information

Your Arrival at Sydney-Mascot International Airport

Your Departure from Sydney-Mascot International Airport

Flight No:..... Flight No:.....

Airline:..... Airline:.....

Arrival time:..... Departure time:.....

Comments or additional information:

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Date:.....

Logistics for the 6th meeting of the Tidal and Water Level Working Group (TWLWG6) on 25-28 March 2014, Wollongong, Australia

Venue

The meeting will be held the premises of the Australian Hydrographic Service, 8 Station Street, Wollongong, NSW 2500 Australia.

Programme

The meeting will commence on Tuesday the 25th of March at 09:00 at the Australian Hydrographic Office in the "George Bass Theatre" Room, Ground Floor. The meeting will be closed on Friday 28th March at 17:00 at the latest.

Lunch, morning/afternoon tea will be served during the meeting.

Accommodation

We have made a block reservation at Chifley Wollongong for 15 rooms from 24-28 March 2014.

Address: 60-62 Harbour Street, Wollongong NSW 2500, Australia

Tel: +61 2 42012111

Fax: +61 2 42012112

Email: reservations.wollongong@chifleyhotels.com

Website: www.chifleyhotels.com.au/wollongong/chifley-hotel-wollongong/

Distance from Office: 1.4km

The following room rates have been organized:

Deluxe Queen (Standard Rooms): \$142 AUD per room, per night

Executive Balcony Rooms: \$177 AUD per room, per night

With discounted rates on optional extras in the hotel:

Buffet Breakfast: \$19.00 AUD per person (usually \$28.50)

Parking: \$7 AUD per car, per night (usually \$15)

The block reservation is valid until **21st February 2014**. The block code is "**398700**". A credit card will be required to hold the booking. Payment will be required at departure, with an additional surcharge on credit cards (visa/mastercard at 1% and American express/diners at 3%). The quoted prices above includes the 10% goods and service tax.

Closer accommodation can be found at Best Western Wollongong

Address: 6-10 Gladstone Avenue, Wollongong NSW 2500, Australia

TEL: +61 2 4222 4000

Fax: +61 2 4222 4040

Email: info@bestwesternwollongong.com.au

Website: www.bestwestern.com.au

www.bestwesternwollongong.com.au

Getting to Wollongong

By Car from Sydney Airport

An easy 1 hour and 20 minutes drive to Wollongong via the Princes Highway (F6 Freeway) from Sydney CBD

Travelling by Rail to Wollongong

Cityrail run commuter trains to and from Wollongong on a regular basis along the South Coast Line stations, Sydney and Nowra. www.sydneytrains.info

Shuttle Service

The Australian Hydrographic Service regular uses the services of:

Lesisure Coast Limousines

Tel: +61 2 42617393

Fax: +61 2 42622990

Email: leisurecoastlimo@bigpond.com.au

Website: www.leisurecoastlimousine.com.au

Cost is \$60 AUD one way

Climate

End of March, early April period is well into the Austral autumn, average temperatures range from maximums of 24° to 22°C and minimums of 17° to 14°C, extremes of 39° and 7°C have been recorded. Average monthly rainfall is between 127mm and 135mm.

Electrical Power

Mains voltage in Australia is 230V 50Hz. Travellers from most nations in Asia, Africa and Europe should have appliances that work on the same mains voltage as Australia - therefore you will not need a voltage converter. Notable exceptions to this are Japan, USA and Canada which uses 100/120V 50/60Hz.

If your country does not use appliances within the 230V 50Hz mains voltage range, you will need to purchase a voltage converter. You will also need a power adapter (see below).

The plugs in Australia have 2 flat metal pins shaped like a "V" and some may contain a third flat pin in the centre.



Australian outlet and power cord

Tax Refund Scheme

Please see how you could reclaim some of your tax expenses at www.customs.gov.au/site/page4646.asp