

JACoW Team Meeting 2017

IHEP, Beijing China



JACow Team Meeting 2017 Proposal

IHEP – Beijing, China

Host: Ning Zhao

Located at the west part along the east-west axis-road of Beijing, the Institute of High Energy Physics (IHEP) is a world famous high energy physics laboratory. Founded in 1973, IHEP is the China-leading institute with the first large scientific facility in China, BEPC, to be constructed in 1984. It has a branch in Dongguan, Guangdong province in southern China, and other facilities in Sichuan province and Tibet. The University of Chinese Academy of Sciences (CAS) is the neighbor of IHEP.

Proposal:

All the meeting places at IHEP campus can be used for both pre-team meeting and the plenary session, keeping the 250 USD registration fee similar as previous TMs. Catering in IHEP cafeteria and shuttling attendees from nearby to IHEP daily will save time and budget for an outing for sightseeing and a formal banquet. All the plan is supported by IHEP leadership and Accelerator Division Head.

The 250 USD registration fee includes: 20USD for meeting room fee, 75USD for coffee break, 50USD for banquet, 15USD for reception, 20USD for the transportation from hotel to IHEP and to banquet site, 70USD for the tour.

Meeting venue:

Pre-Conference SPMS Developers will take place in Park Plaza Beijing Wangfujing

Since IHEP cannot provide quality service for meeting as weekdays at weekend. We choose *the Park Plaza Beijing Wangfujing* for replacement.

Park Plaza Beijing Wangfujing is a four-star hotel, ideally situated hotel in Beijing near the Forbidden city, with the walk distance to Tian'anmen square and Wangfujing walking street.



The Team Meeting will take place in IHEP from Monday to Thursday

IHEP has several large auditoria and medium meeting rooms for different kinds of meetings, workshop, and seminars. We can provide the TM enough meeting rooms for parallel sessions in our main building. An auditorium could also be chosen if necessary. The site of the IHEP locates

16 km far from downtown Beijing, with a direct metro to the center of Beijing and can go to anywhere of pan-Beijing area by public traffic.



Catering:

The poster session could be held in the public area outside of the medium auditorium. Cafeteria of IHEP can be arranged for the reception. Soft drinks and light alcohol can be served in the IHEP's cafeteria. A 5-min walk to outside IHEP can reach several traditional Chinese restaurants.

Accommodations:

The Park plaza wangfujing hotel

Attendees of pre-meeting will live in Park plaza wangfujing hotel and shift to the hotel near IHEP at the night of Sunday by a shuttle.

Two options for hotel near IHEP, Wanda Realm (five-star) and Holiday Inn

(four-star) can be chosen. The rates of both hotels are around 100 USD per night. Both of them are within walking distances.

Transfer/airport:

More route guide please refer to IHEP's website:

http://english.ihep.cas.cn/au/fv/201408/t20140820_126094.html

Excursion:

Many traditional scenery places of Beijing can be the candidates. A tour of Great Wall (Mutianyu) is the first choice of the famous places. All the tour could be arranged by the hotels.

Social Dinner:

Beijing has a lot of authentic Chinese restaurants, with different cuisines and tastes. A coach will be arranged from IHEP to the preferable restaurant.

IHEP tour:

We do not have any site access restrictions, but all the visitors are assumed to know the basic rule of radiation protection. A pit tour of visiting Beijing electron positron collider (BEPC) will be arranged in half a day during the TM.

Visa:

Refer to IHEP's website:

http://english.ihep.cas.cn/au/fv/201408/t20140815_125879.html