Meeting of the Expert Group on Statistical Data and Metadata Exchange (SDMX)

Logistical Information

October 27-30, 2014
Seoul, Korea

Statistics Korea & OECD
Introduction

Statistics Korea welcomes all delegates to the Meeting of the Expert Group on SDMX.

The Secretariat is committed to provide a wide range of programs that will enable delegates to effectively carry out their work while enjoying their stay in Seoul, Korea.

This document provides information on administrative, logistical arrangements and other relevant information for the Meeting of the Expert Group on SDMX.

Date and Venue

The 7th Meeting of the Expert Group on SDMX will take place in Seoul, Korea, on October 27-30 (Monday–Thursday), 2014. The meeting venue will be:

THE PLAZA HOTEL  
119 SOGONG-RO, JUNG-GU, SEOUL, KOREA  
100-864  
Tel: +82-2-771-2200  
Fax: +82-2-755-8897  
Website: www.hoteltheplaza.com
**Secretariat Contacts**

The Secretariat will be in charge of all administrative and logistical aspects of the meeting, including accommodation, transportation, registration, facilities and others.

Communications on substantive matters and general inquiries on administrative and logistical information for the meetings should be directed to:

<table>
<thead>
<tr>
<th>Gyorgy Gyomai</th>
<th>Karen NOH</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Acting Head of Division</strong></td>
<td><strong>Meeting of the Expert Group</strong></td>
</tr>
<tr>
<td><strong>Statistical Information Management and Support</strong></td>
<td><strong>on SDMX Secretariat</strong></td>
</tr>
<tr>
<td><strong>OECD - Statistics Directorate</strong></td>
<td><strong>Tel:</strong> +82-51-610-0256</td>
</tr>
<tr>
<td><strong>Tel:</strong> +33 (0) 1 45 24 16 98</td>
<td><strong>Fax:</strong> +82-51-980-5230</td>
</tr>
<tr>
<td><strong>E-mail:</strong> <a href="mailto:gyorgy.gyomai@oecd.org">gyorgy.gyomai@oecd.org</a></td>
<td><strong>E-mail:</strong> <a href="mailto:2014sdmx@gmail.com">2014sdmx@gmail.com</a></td>
</tr>
<tr>
<td><strong><a href="mailto:SDMXexperts2014@oecd.org">SDMXexperts2014@oecd.org</a></strong></td>
<td><strong>Homepage:</strong> <a href="http://www.oecd.org">www.oecd.org</a></td>
</tr>
</tbody>
</table>

**Registration**

All delegates attending the Meeting of the Expert Group on SDMX are required to register in advance. Delegates can register for the meeting by completing the registration form and sending it to the Secretariat no later than **September 15th** to: [SDMXexperts2014@oecd.org](mailto:SDMXexperts2014@oecd.org)

The ID badges will be distributed at the Robby on the 4th floor on October 27th. All delegates are required to wear their ID badges at all times while in the meetings.

**Accommodation**

Participants are requested to make their own hotel reservation. The room rental expenses will be charged on the participant’s own account. The Plaza Hotel accepts payment by credit card.

The Plaza Hotel (main venue) provides special rates to participants for the nights from October 26th to 30th.

Participants are requested to fill out the Accommodation form and to send it by e-mail (as an attachment) to the hotel manager before the indicated deadline.

The special rates only apply to participants who send the registration form to the Hotel manager by e-mail.
**Main Hotel**

**THE PLAZA HOTEL**

**Address**: 119, Sogong-ro, Jung-Gu, Seoul, Korea  
**Tel**: +82-2-771-2200  
**Fax**: +82-2-755-8897  
**Website**: [www.hoteltheplaza.com](http://www.hoteltheplaza.com)

**To make a reservation**:  
Please complete Accommodation Form (Annex A) and send it to [jinny7246@hanwha.com](mailto:jinny7246@hanwha.com) before September 28th

<table>
<thead>
<tr>
<th>Special Rates</th>
<th>Distance from the conf. venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deluxe 215,000 KRW</td>
<td>Main Venue</td>
</tr>
<tr>
<td>Premier Suite 255,000 KRW</td>
<td></td>
</tr>
<tr>
<td>Executive Suite 295,000 KRW</td>
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</tbody>
</table>

**Transportation**

Delegates are required to make their own transport arrangement to the conference venue. Delegates have to buy the limousine tickets on their own. At Incheon International Airport and Gimpo International Airport, guides will be posted to give directions.

Any changes in itineraries must be communicated to the Secretariat by email.

- **Incheon International Airport**
  - **Limousine Bus Stop (KAL Limousine)**  
    - Limousine Bus: No. 6701 / Gate Number: 4B or 11A

    - Get a limousine ticket: 1F KAL limousine counter/ limousine bus stop (CASH ONLY)  
    - Travel Time: 70 min. / Interval: 20 min. / Fare: 16,000KRW (One way)  
    - Operating Hours: (Airport → Hotel) 04:45~22:44 (Every 20 minutes)  
    - (Hotel → Airport) 05:15~18:50 (Every 20 minutes)  
    - Get off in front of The Plaza Hotel

- **Taxi**  
  - Travel Time: 50-60 min./ Fare: 70,000 KRW (Regular), 90,000 KRW (Deluxe)
- **Gimpo International Airport**
- **Limousine Bus Stop**
  - Limousine Bus: **No. 6001** / Bus Stop: **No. 6**
  - Get a limousine ticket: Pay 7,000 KRW (CASH ONLY) to bus driver
  - Travel Time: 50 min. / Interval: 30 min. / Fare: 7,000 KRW (One Way)
  - Operating Hours (Airport → Hotel) 05:50~22:40 (Every 18~30 minutes)
  - Operating Hours (Hotel → Airport) 04:50~20:00 (Every 18~30 minutes)
  - Get off in front of Ibis Hotel in Myeong-dong. (Approximately 8 min. walk to the venue)

- **Taxi**
  - Travel Time: 40 min. / Fare: 30,000 KRW (Regular), 50,000 KRW (Deluxe)

- **Subway**

  Get off at City Hall Station (Line No. 1 or 2), take exit no. 6 and walk about 1~2 minutes.

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**Facilities**

<table>
<thead>
<tr>
<th>Floor</th>
<th>Facilities</th>
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</thead>
<tbody>
<tr>
<td>22F</td>
<td>Luncheon, Dinner room, VIP room</td>
</tr>
<tr>
<td>4F</td>
<td>Conference Hall, Secretariat room</td>
</tr>
<tr>
<td>2F</td>
<td>Seven Square (Breakfast)</td>
</tr>
<tr>
<td>L</td>
<td>Front Desk (Check-in &amp; out)</td>
</tr>
</tbody>
</table>

**Secretariat office** will be located in Board Room (4F) at The Plaza Hotel from October 27th to
30th from 8am to 9pm. The room will be equipped with computers (with free broadband Internet access), printers and a photocopier. Also, you can ask for any logistical or meeting-related support to the office.

**Conference Hall** will be Maple Room on the 4th floor of The Plaza Hotel with seating capacity of up to 68 persons.
**Local Area**

- **Insa-dong**

Insa-dong, located in the heart of the city, is an important place where old but precious and traditional goods are on display. There is one main road in Insa-dong with alleys on each side. Within these alleys are galleries, traditional restaurants, traditional teahouses, and cafes.

The galleries are the heartbeat of Insa-dong. There are about 100 galleries in the area and you can see every example of traditional Korean fine art from paintings to sculptures. The most famous galleries are Hakgojae Gallery, which functions as the center of folk art, Gana Art Gallery, which promotes many promising artists, and Gana Art Center.

- **Gyeongbokgung Palace**

Built in 1395, Gyeongbokgung Palace is also commonly referred to as the “Northern Palace” because it is the furthest north when compared to the neighboring palaces of Changdeokgung (Eastern Palace) and Gyeongheegung (Western Palace). Gyeongbokgung Palace is arguably the most beautiful and remains the grandest of all five palaces. The premises were destroyed by fire during the Imjinwaeran War (Japanese Invasion, 1592-1598). However, all of the palace’s 7,700 rooms were later restored under the leadership of Heungseondaewongun during the reign of King Gojong (1852-1919). Remarkably, the most representative edifices of the Joseon Dynasty, Gyeonghoe-ru Pavilion and Hyangwonjeong Pond are still relatively intact. Woldae and the sculptures of Geunjeongjeon (The Royal Audience Chamber) represent past sculpture of contemporary art.

- **Lotte Department Store**

Since the main branch’s (located near the Plaza Hotel) grand opening in 1979, there are now a total of eight Lotte Department Stores in Seoul alone, with 24 departments stores nationwide. Lotte Department Store offers retail consumer goods and services and is one out of 8 business units of Lotte Shopping. Other Lotte companies include discount store Lotte Mart and supermarket Lotte Super.

For more detail Local Areas and tour information, please refer to the Seoul Welcome Kit especially, guide book by Korea Tourism Organization and Seoul Convention Bureau.

**Half-day field trip**

We will arrange a half-day field trip on the afternoon of October 28th. Detailed information on this program will be provided later.
For those considering half-day field trip, we will be willing to provide you with sightseeing information, so please do not hesitate to participate.
(1) Seoul
Seoul is the capital of Korea. The word "Seoul" means capital in old Korean. Seoul is a city through which the Han River flows, from east to west, and is surrounded by mountains. The city is home to many historic sites and traditions as well as the latest IT technology, making it one of the rarest cities on the globe.

In Seoul, you can enjoy traditional festive dances and royal cuisine to feel like the king of "Joseon, the nation of morning calm,” and you can also experience the life of the past in the Bukchon Hanok Village. There is also a wide range of modern and fusion culture of the West and the East, along with up-to-date, cutting edge technology and a number of world-class performances.
Seoul has become one of the top cities in the world in terms of economy and culture. Now, Seoul is opening a new Renaissance Period, taking greater environmental consideration in designing the city. Cheonggyecheon (Stream) Restoration Project and the Han River Renaissance Project are prime examples.

(2) Climate
Korea has four distinct seasons; spring, summer, autumn and winter. Spring usually lasts from late-March to early-May, summer from mid-May to early-September, autumn from mid-September to early-November and winter from mid-November to mid-March. In October, temperature in Seoul is forecast to be approximately between 10 and 21 degrees Celsius. Warm clothes are recommended especially during the social program.

(3) Currency
The official currency of Korea is the Won (₩). Coins come in denominations of ₩10, ₩50, ₩100 and ₩500, while banknotes come in denominations of ₩1,000, ₩5,000, ₩10,000 and ₩50,000.

Regarding currency exchange, foreign currencies can be exchanged at banks and Money Exchange Office. 1USD is equivalent to approximately ₩1,019 (as of Aug. 2014).

(4) Time
Korea time is 9 hours ahead of Greenwich Mean Time (GMT+9).

(5) Electricity
Electric current in Korea is 220 volts and 60 Hz. Flat blade attachments and flat blades with round grounding pin and round pin attachment plugs are commonly used in Korea.

(6) Smoking
Smoking is prohibited in all public places. Some restaurants may have a special area for smokers.
(7) Tipping and Refund
Tipping is not customary in Korea. However, 10% of service charge may be added to the bill at most hotels and some restaurants. Value-added Tax (VAT) of 10 percent is levied on most goods and services. Information on tax refund may be found at:
http://english.visitkorea.or.kr/enu/SH/SH_EN_7_1_4.jsp

(8) Dialing Codes of Country and City
International country code for Korea: 82
Area code for Seoul: 2

(9) Emergency Calls
For medical emergency, press 119. Press 112 for other emergencies.

(10) Visa
All delegates are required to possess valid passports to enter Korea. Delegates from certain country are required to carry visas to enter the country. Delegates are responsible for arranging their visas, if required.

For more information:
http://www.mofat.go.kr/ENG/visa/application/index.jsp?menu=m_40_10
**ACCOMMODATION FORM**

**THE PLAZA HOTEL**

* Please fill out the form and send it to Hotel Manager (jinny7246@hanwha.com) as an attachment.

<table>
<thead>
<tr>
<th>For Reservation</th>
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<tbody>
<tr>
<td><strong>Tel</strong></td>
</tr>
<tr>
<td><strong>Fax</strong></td>
</tr>
<tr>
<td><strong>Contact Manager</strong></td>
</tr>
</tbody>
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<table>
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<tr>
<th>Guest Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Name</strong></td>
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<tr>
<td><strong>Tel</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Check In</th>
<th>Date</th>
<th>Check Out</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Flight No.</strong></td>
<td><strong>Time</strong></td>
<td><strong>Flight No.</strong></td>
<td><strong>Time</strong></td>
</tr>
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<table>
<thead>
<tr>
<th>Room Type</th>
<th>Your Special Rate</th>
<th>Daily Breakfast</th>
<th>Plaza Club Floor Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Deluxe</td>
<td>215,000 KRW</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>□ Premier Suite</td>
<td>255,000 KRW</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>□ Executive Suite</td>
<td>295,000 KRW</td>
<td>□</td>
<td>□</td>
</tr>
</tbody>
</table>

• 25,000 KRW per person will be added for daily Breakfast buffet at The Seven Square restaurant on the 2nd floor.
• 60,000 KRW per person will be added for Plaza Club Floor benefits.
• 10% service charge and 11% government tax will be added for room and breakfast.
• Free internet access, fitness center (swimming pool and gymnasium) use included.
• Check-in time: 14:00 / Check-out time: 12:00 (noon)

**Plaza Club Floor Benefits**
• Complimentary access to the Club Floor Lounge (Located on the 18th Floor).
• Complimentary use of conference room (limited to 2 hours daily).
• Complimentary 1 shirt laundry service / Complimentary access to fitness center, pool, gym & sauna.
• Express check-in & check-out / Personal secretarial service at the Club Floor Lounge.

<table>
<thead>
<tr>
<th>Credit Card</th>
<th>□ Amex □ Diners □ Master □ Visa □ JCB □ Others</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Card Number</strong></td>
<td><strong>Expiration Date</strong></td>
</tr>
<tr>
<td><strong>Cardholder’s Name</strong></td>
<td><strong>Signature</strong></td>
</tr>
</tbody>
</table>
Remarks / Cancellation Policy

A. Reservation Deadline: **September 28th, 2014**
B. 3 days cancellation notice is required to avoid 1 night charge as penalty.
C. For no show or cancellation on arrival date, the agreed rate will be charged for all room nights cancelled.
D. Type of rooms you choose as above cannot be guaranteed if fully booked in advance.