

Project	IEEE 802.16 Broadband Wireless Access Working Group < http://ieee802.org/16 >	
Title	Proposal to Host IEEE 802.16 Interim Session #57 in Kobe - Japan	
Date Submitted	2007-11-10	
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Re:	IEEE 802.16-04/067	
Abstract	This document describes the proposal of organization and hosting of IEEE 802.16 Working Group Interim Session #57, to be held September, 2008, with KDDI as corporate host.	
Purpose	Proposal to host session #57 in Kobe, Japan.	
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Proposal to Host IEEE 802.16 Interim Session #57 in Kobe - Japan

Mitsuo Nohara
KDDI R&D Labs.

Purpose

This document is to propose to host #57 IEEE 802.16WG Interim Session, Sept. 2008 in Kobe, with KDDI as corporate host. The proposal details are as listed in Annex A of this document.

Venu

Hotel Okura Kobe, Kobe, Hyogo, Japan

Kobe is one of the beautiful and scenic harbor cities in Japan, located west to Osaka, within easy access from Kansai International (Osaka), Osaka International and Kobe Airports.

Dates

15-18 September, 2008, 16-19 Sept. as preferred alternative option to see its applicability.

(Monday 15 Sept., 2008 is a Japanese national holiday, and it costs less if we refrain from the day for our meeting schedule, thus preferred.)

Host

KDDI Corp. as a primal host. Some more expected to join.

Meeting facilities

Meeting rooms are booked and allocated to the WG and TG meetings over the week.

The room assignment plan is: (400 persons per room) x1, (108) x2, (42) x1, (20) x1.

Accommodation

Hotel rooms at the session site will be available, with capacity of 250.

Pre-booking hotel fee is ¥20,000 (\$166, @ 120¥/\$) during the meeting period.

Other hotels around the area will also become available through the Web-site to be provided by the meeting organizer.

Note

*Those details are under study thus subjects to change. Such updates will be reported time to time.

See Annex A, Checklist to Accompany IEEE 802.16 Interim Session Proposals attached for details.

Annex A: Checklist to Accompany IEEE 802.16 Interim Session Proposals

Individual Host (normally a Working Group Member)	Mitsuo Nohara
Corporate Host or Hosts	KDDI
Additional Corporate Supportor or Supporters (if any)	TBD
City	Kobe, Japan
Hotel	Hotel Okura Kobe
Proposed Dates	15-18 Sept. 2008 (16-19 Sept. 2008 as preferred alternative)
Does Corporate Host agree to accept any financial loss?	Yes
Does Corporate Host agree to turn over any financial surplus?	Yes
Registration Fee	\$500*
Advance Registration Fee	\$400*
Hotel status (reserved? contract offered?)	Reserved
Number of sleeping rooms offered in block	250
Sleeping Room cutoff date	TBD
Sleeping Room Rate	¥20,000*
Will the Host provide a registration desk?	Yes
Will the Host accept registration fees and provide receipts?	TBD
Will the Host maintain a list of paid registrants?	Yes
Will breakfast and coffe/tea/snack breaks be included?	Coffee/tea/snack breaks included
Will lunches be included in the registration fee?	TBD
Will the Host sponsor (pay for) a social event?	Yes
Will the Host sponsor (pay for) any other functions or features?	TBD
Will classroom-style meeting rooms be included?	Yes
What are the seating capacities of the meeting rooms?	400 x1 / 100 x2 / 40 x1 / 20 x1
Is hotel currently holding these rooms for the group?	Yes
Will all meeting rooms be available both day and night?	Yes
Will Internet connectivity be provided?	Yes
Will wireless LAN access be provided?	Yes
Will a local server be provided?	TBD
Will the Host provide network technical support?	Yes
<i>Special features: describe in separate contributed document</i>	-

Note: *: Those details are under study thus subjects to change.