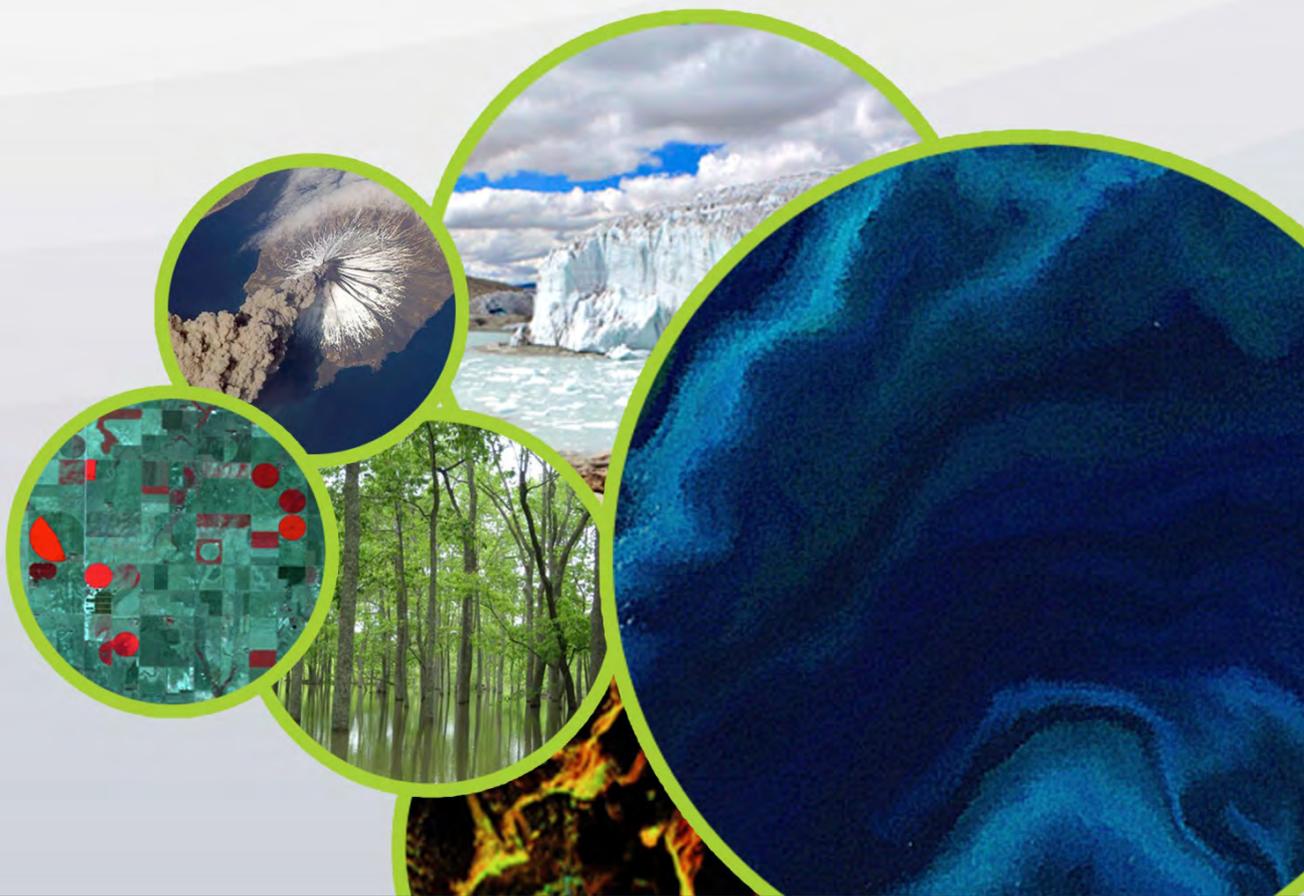




Committee on Earth Observation Satellites



Working Group on Calibration and Validation

CEOS WGCV Plenary # 40, Canberra (AUS)

Hosted by Geoscience Australia and CSIRO

Logistics

Version 2.0, January 13th, 2016

1 Approaching to Canberra

Canberra is connected with its International Airport to several international destinations. There are also frequent flight connections via Sydney, Melbourne, Brisbane and other Australian cities. Accommodations can be easily reached from the airport by taxi or public transport.

For those who like to stay one or two days in Sydney, there is also a coach connection from Canberra to Sydney airport and city center. Travelling time is around 3 hours and the bus stop in Canberra is relatively close to the ANU campus. (<http://www.murrays.com.au/ExpressService.aspx>)

2 Meeting facility

The CEOS WGCV plenary meeting will be held at the *CSIRO Christian Lab Seminar Room* close to the Australian National University Campus and is in walking distance to the accommodation.

The joint meeting with CEOS WGISS is scheduled for Wednesday, March 16th, at the *Raggatt Theatre, GEOSCIENCE Australia*. Venue description will be provided during the CEOS WGCV plenary.

Lunch facilities are available at CSIRO cafeteria and around.

A recommendation list for dining will be provided later.

3 Accommodation

The hosts organized a block accommodation booking on the campus of the Australian National University (ANU) at University House which is available from **Saturday 12 March 2016 until Sunday 20 March 2016** for the attendees of the CEOS WGCV plenary.

The accommodation options below include a choice of rooms. The prices are in Australian Dollars (AUD) and include breakfast:

- | | |
|----------------------------------------|-------------------|
| a) single rooms with shared facilities | AUD 112 per night |
| b) single rooms with own bathroom | AUD 152 per night |
| c) queen rooms with ensuite | AUD 167 per night |

The block booking for the University house is available until 5 February 2016. So please book your accommodation **no later than 5 February 2016**.

To book your accommodation, please send an e-mail to Accommodation.Unihouse@anu.edu.au, with request to book from reserved rooms under '**CSIRO**'.

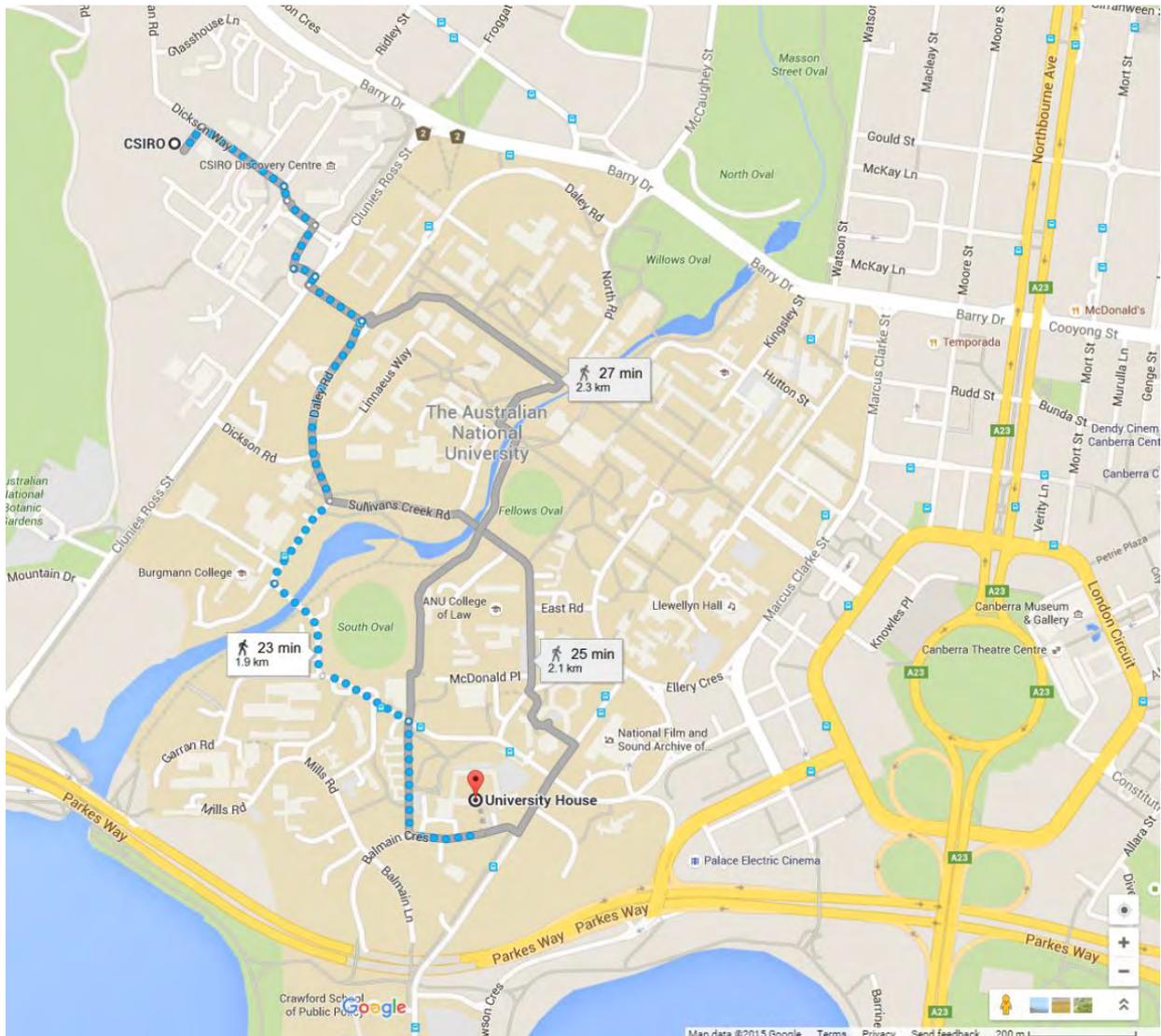
Please follow the steps below to secure your accommodation:

1. Please send an e-mail to Accommodation.UniHouse@anu.edu.au clearly stating your name, organisation, arrival and departure dates and the type of room (see above), which you would like to reserve.
2. In your e-mail please state that this room reservation request is from the '**CSIRO**' block booking, otherwise you will be charged with another rate without breakfast.
3. In order to secure your booking you will have to provide to University House your credit card details. You can do this by either:
 - a. e-mail by asking University House to send you a 'credit form' when you send them your reservation request. Please fill the form, scan and send back to Accommodation.UniHouse@anu.edu.au

- b. calling them and quoting your credit card over the phone, their phone number is: + 61 2 6125 5275.

4 Venues

The University House is in walking distance (approximately 20 minutes) from CSIRO where the WGCV plenary meeting will be held commencing Monday 14 March 2015 until Friday 18 March 2015, except Wednesday 16th.



5 Meeting Schedule

The below attached meeting schedule is indicative and will be refined according to the detailed agenda. A detailed agenda will be published in January 2016. It is worth to note that aside the member and subgroup reports some special session will be organized including joint activities with WGISS (ad hoc team initiative of CEOS Chair), other CEOS entities, carbon action items and GSICS.

Date	Times	Activity Description
Saturday 12 March 2015		Delegates arrive. Private meetings arranged by delegates at own accommodation.
Sunday 13 March 2015		Delegates arrive. Private meetings arranged by delegates at own accommodation.
Monday March 14, 2015	13:00 - 17:00	WGCV @ CSIRO (Christian Lab - Seminar Room)
	17:00 - 19:00	Joint Ice Breaker Event of CEOS WGCV & WGISS
Tuesday March 15, 2015	08:30 - 17:30	WGCV @ CSIRO (Christian Lab - Seminar Room)
Wednesday March 16, 2015	08:30 - 15:30 15:30 - 17:00	Joint WGCV & WGISS meeting @ GA (Raggatt Theatre) Followed by a tour of GA facility
	17:30 - 21:30	Joint Network Cocktail Event of CEOS WGCV & WGISS
Thursday March 17, 2015	08:30 - 17:00	WGCV @ CSIRO (Christian Lab - Seminar Room)
Friday March 18, 2015	08:30 - 17:00	WGCV @ CSIRO (Christian Lab - Seminar Room)
Saturday 19 March 2015		Delegates depart or arrange for private meetings at own accommodation

We are honoured by our hosts CSIRO and GEOSCIENCE Australia in having an Ice Breaker together with the CEOS WGISS on Monday and a Cocktail Event at the National Arboretum in Canberra on Wednesday.

6 Visa application

The following information is provided by the Australian host to assist the attendees in applying for a visa.

Under Australia's universal visa system, all visitors to Australia must have a valid visa to travel to and enter Australia (other than New Zealand passport holders who will normally be granted a Special Category visa on arrival, provided they meet health and character requirements; and permanent residents of Norfolk Island who may be granted a Permanent Resident of Norfolk Island visa on arrival).

For more information, see the fact sheet: <http://www.immi.gov.au/media/fact-sheets/17nz.htm>
There are many visa options available to people wishing to visit Australia. The appropriate visa option will depend, amongst other things, on the person's purpose for visiting Australia.

Visa Options

Based on the information you have provided, the appropriate visa options for the meeting attendees are the

- eVisitor Visa (subclass 651),
- Electronic Travel Authority (subclass 601),
- or Visitor Visa (subclass 600)

in the business visitor stream. These visas are appropriate for persons travelling to Australia to carry out activities as part of an official government to government visit (such as government to government meetings).

How to apply for an eVisitor visa, Electronic Travel Authority (ETA), or Visitor Visa (subclass 600):

eVisitor visa

European Union (EU) passport holders, and some other European passport holders, are eligible to apply online for an eVisitor visa to travel to and enter Australia. The eVisitor visa allows for visits to Australia for business purposes for up to 3 months. eVisitor-eligible passports are listed at:

<http://www.immi.gov.au/Visas/Pages/651.aspx?tab=1&heading=who-could-get-this-visa>

Further information on the eVisitor visa, including eligibility requirements and how to apply online, is available at: www.immi.gov.au/Visas/Pages/651.aspx

Electronic Travel Authority (ETA)

Passport holders from a number of countries are eligible to apply for an Electronic Travel Authority (ETA) to travel to and enter Australia for business purposes. ETA Eligible passports are listed at: <http://www.immi.gov.au/Visas/Pages/601.aspx>. Further information on the ETA, including eligibility requirements and how to apply, is available at:

<http://www.immi.gov.au/Visas/Pages/601.aspx>

Visitor visa (Subclass 600) in the Business Visitor Stream

Passport holders who are not eligible to apply for an eVisitor visa or an ETA should apply for a Visitor visa (Subclass 600) in the Business Visitor Stream.

Online application

Passport holders from a number of countries are eligible to apply online for a Visitor visa (Subclass 600). For information on who is eligible to apply online for a Visitor visa (subclass 600), please see:

<http://www.immi.gov.au/Services/Pages/visitor-e600-visa-online-applications.aspx>

To start an online application for a visitor visa (Subclass 600), please go to:

<https://online.immi.gov.au/lusc/login>

To view the document checklist for the Visitor Visa (subclass 600) in the business visitor stream, see:

<http://www.immi.gov.au/Visas/Pages/checklists/600-business.aspx>

For instructions on how to attach documents to an online visa application, see:

http://www.immi.gov.au/helptexts/en/online-account/qrg/attach_documents.pdf

Further information on the Visitor visa (Subclass 600), including eligibility and how to apply, is available at: <http://www.immi.gov.au/Visas/Pages/600.aspx>

Paper application

Passport holders who are not eligible to apply online for a visitor visa (Subclass 600), can lodge a paper application. To lodge a paper application for a visitor visa (Subclass 600) in the business Visitor Stream, applicants will need to:

1. Complete Form 1415 Application for a Visitor visa – Business Visitor stream, available at: <http://www.immi.gov.au/forms/Documents/1415.pdf>
2. Provide documents listed in the document checklist at: <http://www.immi.gov.au/Visas/Pages/checklists/600-business.aspx>
3. Lodge the paper application and supporting documents at the nearest Immigration office outside Australia. For information on how and where to lodge a paper visa application outside Australia, see: <http://www.immi.gov.au/Help/Locations/Pages/our-offices.aspx>

Further information on the Visitor visa (Subclass 600), including eligibility and how to apply, is available at: <http://www.immi.gov.au/Visas/Pages/600.aspx>

NB: The information provided in this section will NOT guarantee a visa grant. Visa applicants must demonstrate that they meet all the legislative requirements for an Australian visa.

For additional background relating to visas for people to come to Australia for tourism or business purposes, please see: <http://www.immi.gov.au/visitors/tourist/visa-options.htm>

The participants are asked to apply well before their intended date of travel to Australia. For information on visitor visa Processing Times, please see <https://www.immi.gov.au/about/charters/client-services-charter/visas/1.0.htm>

Participants are kindly asked to check whether they need a *letter of invitation* that includes the reason and dates for the visit. Please be aware that in most cases for visa applications a *letter of invitation* shall be usually provided by an Australian authority / entity. Thus, make clear with your request for a *letter of invitation* whether there is a need that the *letter of invitation* is from the local host.

Don't hesitate to contact the CEOS WGCV secretariat and the local host for any support.