

ITU-T Focus Group on AI for Autonomous & Assisted Driving (FG-AI4AD)

London, United Kingdom, 21-22 January 2020

PRACTICAL MEETING INFORMATION FOR PARTICIPANTS

WORKING METHODS AND FACILITIES

DOCUMENT SUBMISSION AND ACCESS: The meeting will be run paperless. Written contributions to the focus group meeting are encouraged and should be submitted by e-mail to tsbai4ad@itu.int by **13 January 2020** at the latest using the document [template](#) available on the [FG-AI4AD homepage](#). Access to all input and output documents will be provided from the [collaboration site](#) (a free [ITU user account](#) is required).

An email list is available for subscription. To subscribe, see [here](#).

WIRELESS LAN facilities are available at the meeting venue.

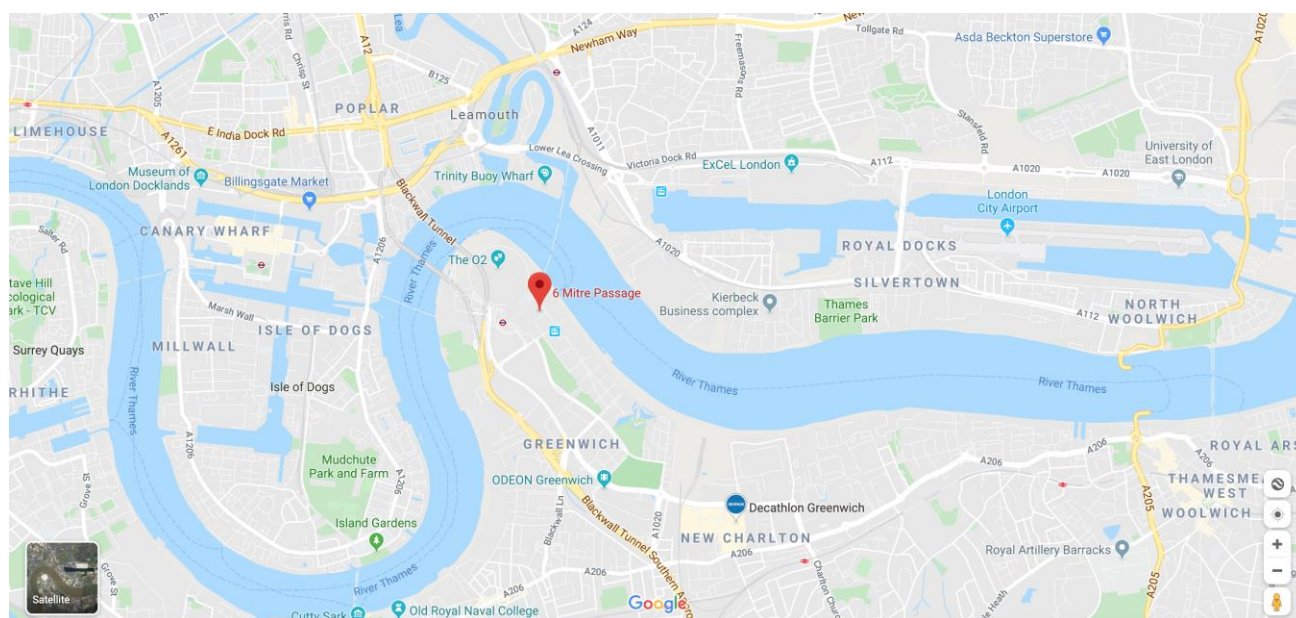
PRE-REGISTRATION

PRE-REGISTRATION: Pre-registration for on-site or remote participation is to be done via the [FG-AI4AD homepage](#) no later than **20 December 2019**.

PRACTICAL INFORMATION

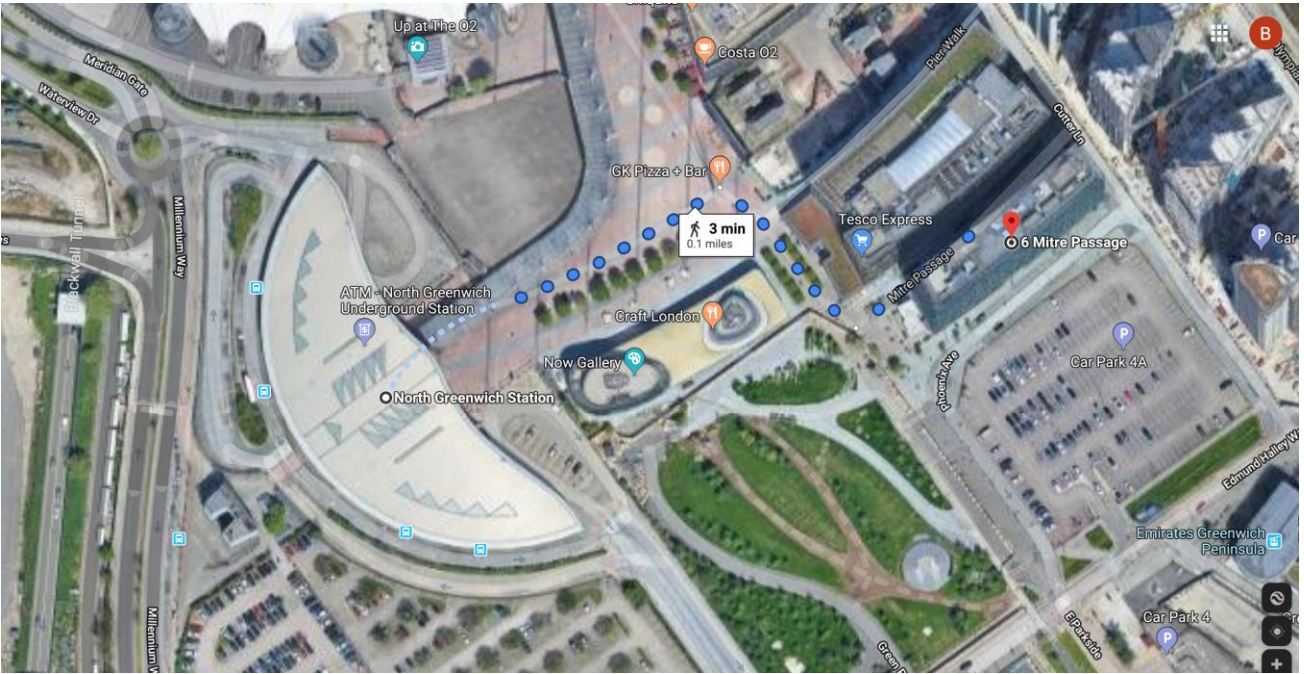
1. Meeting venue

TRL Smart Mobility Living Lab (SMLL), 6 Mitre Passage, London, SE10 0ER, United Kingdom



2. Transportation and site information

Mitre Passage is a three minute walk from the North Greenwich Underground Station which is on the Jubilee Line (Silver/Grey Colour on the Tube Map).

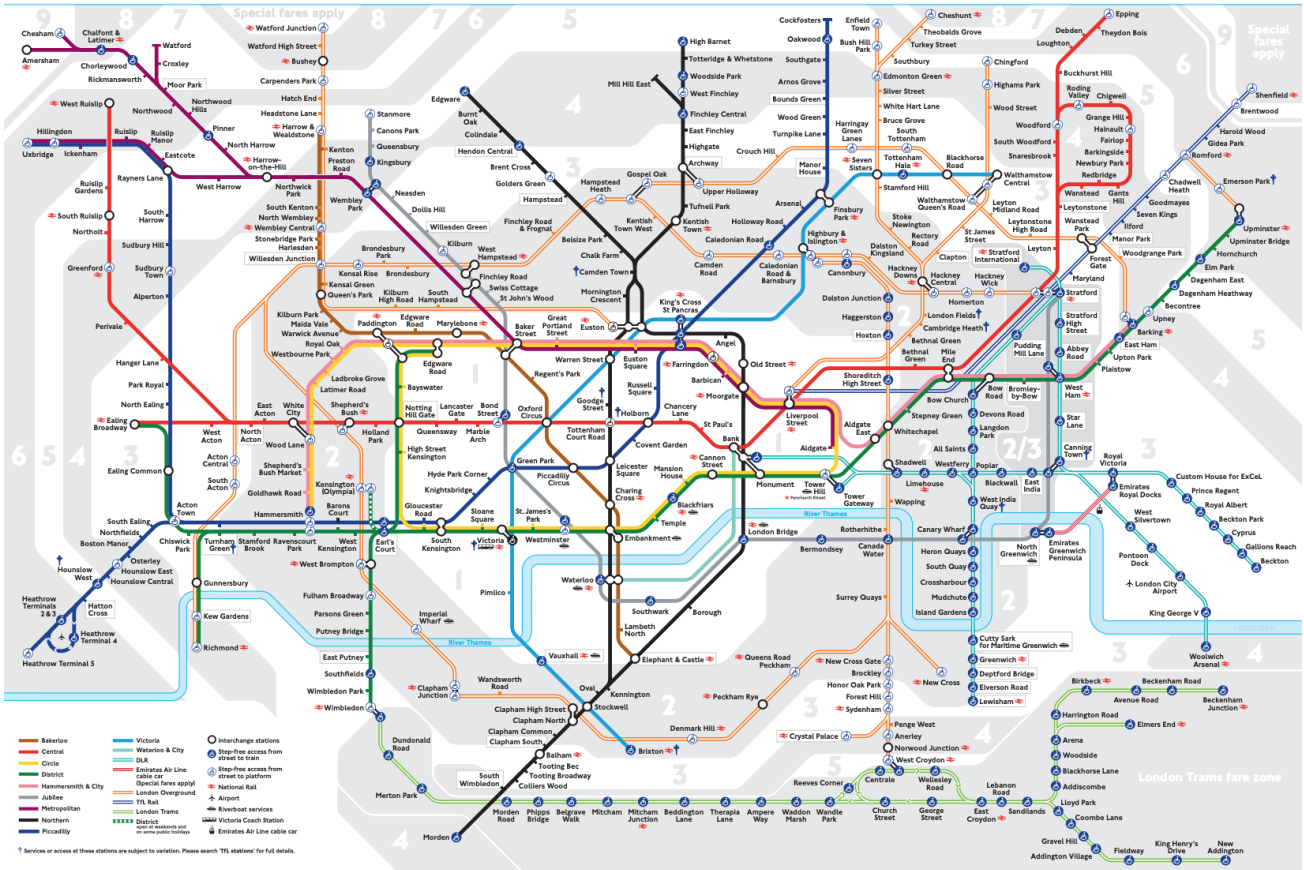


London is served by six international airports the most commonly used being Heathrow, Gatwick and London City Airport.



There is extensive public transport throughout the city which is well covered by Google Maps and applications such as; <https://citymapper.com/london?lang=en>. The London Underground is often the quickest mode of transport.

London City Airport is the closest to the venue and is accessible in 20mins by public transport (DLR and Underground combined) or 27 minutes by taxi.



MAYOR OF LONDON

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Improvement works may affect your journey, please check before you travel

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Correct at time of going to print

3. Passports and visas

All foreign visitors entering the United Kingdom must have a valid ID or passport.

Visitors from countries whose citizens require a visa should apply at the earliest opportunity, and well in advance of travel. To check if you require a visa to enter the UK please check the latest advice on the UK Government website at;

<https://www.gov.uk/check-uk-visa>.

To request an invitation letter from the host for visa purposes, please use the form in **Annex 2 of the TSB CIRCULAR 209**.

The focal point for visa support in UK is:

Mr Bryn James Balcombe

E-mail: bryn@ada.ngo

Tel: +44 7971 587141

4. Climate in early October in London, UK

Monthly average values of the temperature and precipitation in London, UK are given in the table below:

	October
Average max. temperature	6°C or 43°F
Average min. temperature	3°C or 37°F

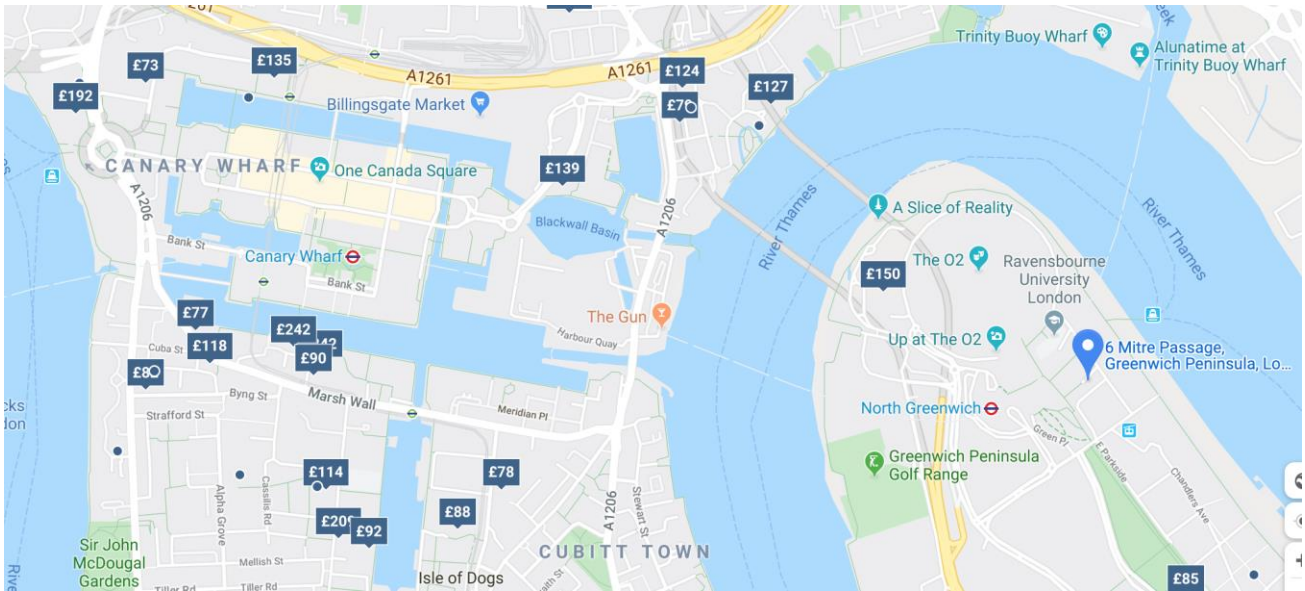
Average precipitation	52mm or 2"
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Please click on this [link](#) for a long-range weather forecast during the month of January.
It is advisable to bring winter clothing.

5. Hotels

[The nearest hotels to the meeting venue](#) at Mitre Passage are walking distance from the [O2 InterContinental](#).

There is a good collection of different price hotels at Canary Wharf, which one is stop away on the Jubilee Line (only 6 minutes via the underground). These include Radisson Blu Edwardian, New Providence Wharf, Canary Riverside Plaza Hotel and Britannia International Hotel.¹



However, with good transport links throughout the city any central hotel should be within 30 minutes from the venue.

6. Internet access and wireless coverage at the venue

Wireless Internet will be provided to you by the host. Access is granted via a logon and password.

7. Technical assistance

In case you have any technical problems at the venue (e.g., connecting to the Internet, finding meeting rooms, etc.) please see the host on site.

8. Electricity

The voltage in Britain is 220/240 AC, 50 Hz. Electrical plugs have three rectangular pins and take fuses of 3, 5 and 13 amps. Visitors from abroad will need an adaptor for appliances that have been brought from home, such as laptops, hairdryers and phone chargers. Most hotels will have two-pronged European-style sockets for shavers only.

Additional information can be found at;

<https://www.visitbritainshop.com/world/travel-plug-adaptor-for-visitors-to-britain/>

¹ ITU and the local hosts are not responsible for the quality of service provided by these hotels. The inclusion of the names of these hotels in this document does not amount to their endorsement by the ITU.



9. Useful information

Currency exchange

The currency in **UK** is the **Pound sterling (GBP)**; please check the currency exchange rate in the local bank system or use the following link as a reference: <http://www.xe.com/>

10. Additional information

10.1 Mobile phones: Mobile phone service, or cellular, or cell phone service in UK is the same as in the Europe, The UK network uses the 900 or 1800 GSM system, so visitors from the United States (where the system is 800 or 1900 MHz band) will need to acquire a tri- or quad-band set. Contact your service provider for specific details. More information is available [here](#).

10.2 Tipping: Tipping is kind, normally 10-20% of the bill.

10.3 Time zone in January 2020: UTC +0h in the Western European Time Zone.

10.4 Emergency number: In case of emergency, dial 999.

10.5 Sightseeing:

Visit London is the official visitors guide which can be found at;

– <https://www.visitlondon.com/things-to-do/sightseeing>

11. Contact person

Mr Bryn James Balcombe

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