



MEETING OF THE METEOROLOGY PANEL (METP) WORKING GROUP MOG (SADIS)

SEVENTH MEETING

Offenbach, Germany, 11 to 13 April 2018

- Agenda Item 2: Organizational matters**
2.1: Adoption of working arrangements

ARRANGEMENTS FOR THE MEETING

(Presented by the Secretary)

1. VENUE OF THE MEETING

1.1 The sixth meeting of the MET Operations Group (MOG/7_WAFS) will take place at DWD Headquarters, Offenbach, Germany, from 11 to 13 April 2018.

1.2 The DWD Headquarters building is located at:

Deutscher Wetterdienst (DWD)
Frankfurter Straße 135
63067 Offenbach
Germany

You find the English version of DWD's homepage at https://www.dwd.de/EN/Home/home_node.html.

2. REGISTRATION

2.1 Participants are requested to register if they have not done so already at the DWD Reception between 1300 and 1400 hours on the opening day of the meeting (Wednesday, 11 April 2018). Please bring passports for identification purposes. Participants are also requested to wear their identification badge at all times whilst on the DWD premises.

3. DOCUMENTATION FOR THE MEETING

3.1 Documentation (working/information papers) for the meeting will be available on the METP MOG website (currently registration is required).

3.2 No printed copies will be available at the meeting site.

4. OPENING OF THE MEETING

4.1 The opening session of the MOG/7_WAFS Meeting will be held at 1400 hours on Wednesday 11 April, 2018, at DWD.

5. WORKING HOURS OF THE MEETING

5.1 The expected daily working hours are as follows:

11 April 2018, 1400 to 1700 hours;

12 April 2018, 0900 to 1700 hours

13 April 2018, 0900 to 1300 hours

6. LANGUAGES

6.1 The meeting will be conducted in the English language only.

7. OFFICERS OF THE ICAO SECRETARIAT AND ADMINISTRATIVE ASSISTANCE

7.1 Requests to ICAO on information regarding the meeting can be directed to Mr. Raul Romero, Technical Officer, Airspace Management and Optimization Section, ICAO Headquarters. His contact information is as follows:

Mr. Raul Romero
Technical Officer
Airspace Management and Optimization Section
Tel: +1 514 954 8219 Ext 7079
E-mail: rromero@icao.int

Requests for information concerning the meeting venue can be directed to Ms Gabriele Meise, DWD:

Ms Gabriele Meise
Deutscher Wetterdienst (DWD), Aeronautical Meteorological Department
Frankfurter Straße 135
63067 Offenbach, Germany
Tel: +49 69 8062 2065
E-mail: gabriele.meise@dwd.de

8. TRAVEL INFORMATION.

8.1 Passport and visa requirements

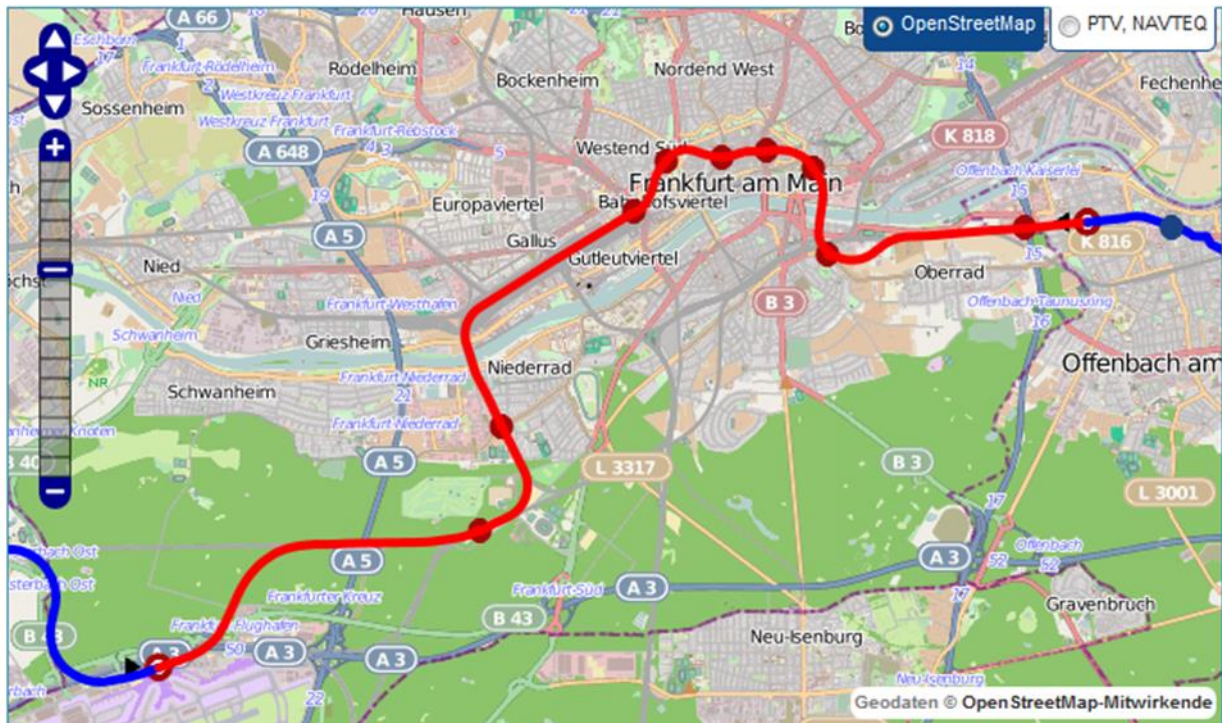
8.1.1 All foreign nationals entering Germany must possess valid passports or other valid documents for travel.

8.1.2 Visas to enter or to travel through Germany may be required depending on your nationality. Further information on Germany entry requirements is available here: <https://www.auswaertiges-amt.de/en/einreiseundaufenthalt>

8.2 Transportation from Frankfurt airport

8.2.1 Transportation possibilities from Frankfurt airport to DWD are available from the RMV homepage under “Individual enquiry”:
<https://www.rmv.de/auskunft/bin/jp/query.exe/en>

Map of route



The suburban lines “S 8” direction Offenbach (Main) Ost and “S 9” direction Hanau provide direct connections from Frankfurt Airport regional station to DWD. Exit at the station “Offenbach (Main) Ledermuseum”. From Frankfurt Airport to Frankfurt City there are various lines available.

8.3 Hotels and public transport

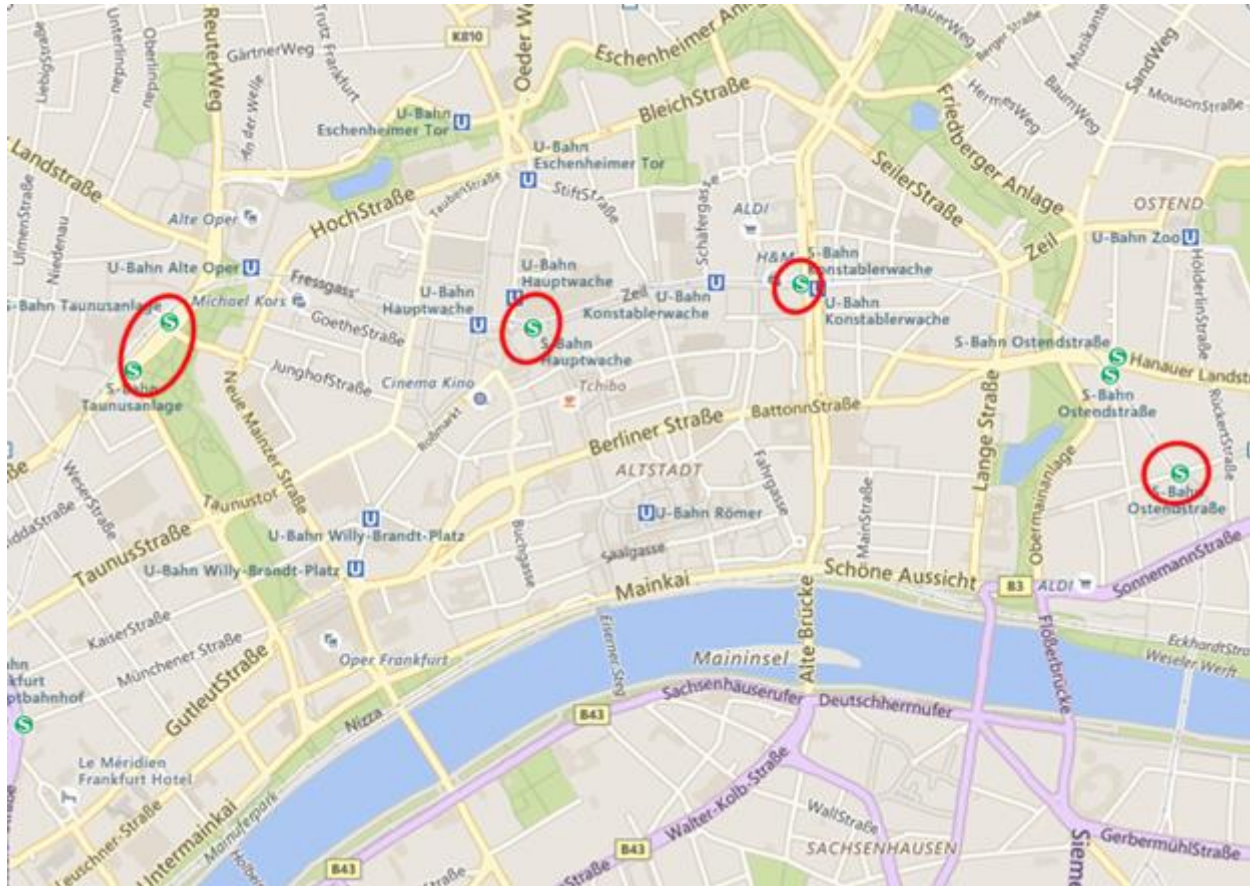
A wide range of hotels are within easy reach. Note that preferential rates for meeting participants are *not* available. If you prefer to stay in walking distance to DWD, in Offenbach, our guests recommend:

<https://www.novum-hotels.com/hotel-offenbacher-hof-offenbach>

<http://www.sheratonoffenbach.com/>

<https://www.best-western-macrande.de/seiten/home.html?lang=English>

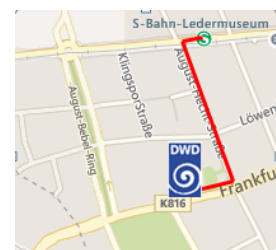
If you prefer to stay in Frankfurt, we recommend to choose a hotel within walking distance to the public transport (S-Bahn), which takes you directly to DWD in a 10-15 minutes ride. The relevant stations in Frankfurt are marked in red: “Taususanlage”, “Hauptwache”, “Konstablerwache” or “Ostendstraße”.



8.3.1 Public transport in Frankfurt and Offenbach is organized by Rhein-Main-Verkehrsverbund (RMV): <https://www.rmv.de/auskunft/bin/jp/query.exe/en>

From Frankfurt city the suburban lines S 1, S 2, S 8 and S 9 stop at “Offenbach (Main) Ledermuseum”, which is approximately 5 minutes walking distance to DWD.

8.3.2 Taxi services are available. Metered taxis are recommended.



8.4 Climate

8.4.1 The mean temperature at Offenbach during the month of April is 10.4 °C with 179 mean hours of sunshine. The mean monthly precipitation total for April is 46 mm.

8.4.2 More weather information can be obtained from the website of the DWD: https://www.dwd.de/EN/Home/home_node.html

8.5 Currency and banking services

8.5.1 The United Nations operational rate of exchange (as of 01 December 2017) was: USD 1.00 equals EUR 0.844.

8.5.2 International credit cards, such as American Express, Visa and Master Card, are generally accepted at major hotels and department stores across Germany.

8.5.3 A number of commercial banks, including those that exchange major foreign currencies, are situated at Frankfurt Airport, Frankfurt Central Station (Hauptbahnhof) and in Frankfurt and Offenbach city. To exchange travellers' cheques, you are required to show your passport.

8.6 Other useful information

8.6.1 In April, the local time in Germany is 2 hours ahead of Co-ordinated Universal Time (UTC+2).

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