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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

**Ref.:** T 8/5.10.1:AP100/13 (CNS)

15 July 2013

**Subject:** The Third Meeting of Ionospheric Studies  
Task Force (ISTF/3)  
(Seoul, Republic of Korea, 15 – 17 October, 2013)

**Action Required:** Reply at your earliest convenience, preferably  
before **04 October 2013**

Sir/Madam,

I have the honour to invite your Administration to the Third Meeting of the Ionospheric Studies Task Force (ISTF/3) to be held at the Westin Chosun Seoul, Seoul, Republic of Korea from 15 to 17 October 2013. The meeting will be hosted by the Ministry of Land, Infrastructure and Transport (MLIT).

It is suggested that suitably qualified participants(s), who have direct responsibilities in the planning and implementing of GNSS and its applications in your Administration may be nominated to attend the meeting.

The provisional agenda of the meeting is provided in Attachment 1. Your comment, if any on the provisional agenda would be appreciated. Working/Information Papers containing inputs relevant to the proposed agenda for the meeting may be submitted in MS Word/Power Point format at your earliest convenience, preferably **before 04 October 2013**. The meeting bulletin containing information on the meeting venue and other details useful for the participants is placed at Attachment 2.

I shall be grateful if you could forward the filled up nomination form provided at Attachment 3 to this letter by e-mail or fax at your earliest convenience, preferably **before 04 October 2013**

Accept, Sir/Madam, the assurances of my highest consideration.

Mokhtar A. Awan  
Regional Director

**Enclosures:**

Attachment 1 - Provisional Agenda  
Attachment 2 - Meeting Bulletin  
Attachment 3 - Nomination Form



*International Civil Aviation Organization*

**THE THIRD MEETING OF IONOSPHERIC STUDIES TASK FORCE (ISTF/3)**

15 – 17 October 2013, Seoul, Republic of Korea



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**PROVISIONAL AGENDA**

- Agenda item 1: Adoption of agenda
- Agenda item 2: Review of outcome of relevant meetings/conferences
- a) ICAO 12th Air Navigation Conference
  - b) ICAO NSP
  - c) CNS SG/17 & APANPIRG/24
  - d) IGWG-14
- Agenda item 3: Review of status of States' activities
- Agenda item 4: Review TOR of the Task Force including the needs for space weather studies
- Agenda item 5: Review of progress of tasks and related action items
- a) Task 1 - Data Collection
  - b) Task 2 - Iono Analysis
  - c) Task 3 - TEC Generation
  - d) Task 4 - Scintillation Data
  - e) Task 5 - Iono Models
- Agenda item 6: Any other business
- Agenda item 7: Future plan, review of action items

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*International Civil Aviation Organization*

**THE THIRD MEETING OF IONOSPHERIC STUDIES TASK FORCE (ISTF/3)**

15 – 17 October 2013, Seoul, Republic of Korea



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**MEETING BULLETIN**

**1. Schedule of meeting**

1.1 The opening session of the meeting will be held at 0900 hours on Tuesday, 15 October 2013 at the Westin Chosun Seoul, Seoul, Republic of Korea.

1.2 The meeting hours are as follows:

Tuesday, 15 October	0900 – 1700 hrs.
Wednesday, 16 October	1100 – 1700 hrs.
Thursday, 17 October	0900 – 1200 hrs.

1.3 The daily order of business will be announced on the first day of the meeting.

**2. Registration of participants**

2.1 Participants are requested to register at the registration desk of the Westin Chosun Seoul between 0800 and 0900 hours on the opening day of the meeting. Participants are also requested to wear the identification badge at all times while inside the Westin Chosun Seoul.

**3. Officers and Secretariat concerned with the meeting**

3.1 Mr. Li Peng, Regional Officer CNS of the ICAO Asia and Pacific Office will act as Secretary of the meeting. His contact address is as follows:

Mr. Li Peng, Regional Officer CNS  
Tel: +66 (2) 537 8189 to 97 Ext. 158  
Fax: +66 (2) 537 8199  
E-mail: [PLi@icao.int](mailto:PLi@icao.int)

3.2 The daily meeting service is the responsibility of Prof. Jiyun Lee. His contact address is as follows:

Prof. Jiyun Lee, Assistant Professor  
Department of Aerospace Engineering  
Korea Advanced Institute of Science and Technology (KAIST)  
Tel: +82 (42) 350 3725  
Fax: +82 (42) 350 5765  
E-mail: [jiyunlee@kaist.ac.kr](mailto:jiyunlee@kaist.ac.kr)

#### **4. Meeting documents for distribution**

4.1 Participants wishing to make presentations or present papers for distribution during the meeting are requested to submit electronic copies to the Secretariat as early as possible, and preferably no later than **4 October 2013** at the following email addresses:

[APAC@icao.int](mailto:APAC@icao.int) and cc: [PLi@icao.int](mailto:PLi@icao.int)

#### **5. Location of the meeting venue**

5.1 The meeting will be held at the Westin Chosun Seoul.

5.1.1 The Westin Chosun Seoul is located at 87 sogong-dong, Jung-gu, Seoul. The closest station is City Hall Station served by Subway Line No. 1 and Line No. 2. It is about 30 meters from Exit 6 of City Hall Station.

5.1.2 The conference room of the meeting will be indicated at the entrance of the Westin Chosun Seoul. Participants should follow the “Ionospheric Study TF meeting” sign to the conference room.

5.2 Further information about the venues could be found in Annexes A and B to the meeting bulletin.

#### **6. Hotel accommodation and transportation**

6.1 Participants are requested to make their own arrangements for accommodation. Recommended areas are as follows:

##### **Central (City Hall) area**

5 minutes by walking from the central area to the Westin Chosun Seoul. It is also convenient to visit other areas of Seoul.

##### **Myeongdong area**

15 minutes by walking to the Westin Chosun Seoul. It is also served by subway line No. 4 which is Myeongdong station.

6.2 Participants are requested to make their own arrangements for transportation from the airport to the city and from their hotels to the venue of the meeting.

6.2.1 Travel distance from Incheon International Airport to the center of Seoul city is approximately 60 km. The Airport Railroad Line connects Incheon International Airport to Seoul Station. It takes approximately 1 hour to travel to Seoul by train. Another option of transportation is the Airport Limousine bus. It takes approximately 1 hour and 10 minutes to travel to Seoul by Airport Limousine bus. Public taxi service to the hotel is also available at all times from the airport. Further information about transportations could be found in Annex A and B of this meeting bulletin.

#### **7. Passport, visa and customs**

7.1 All foreign nationals entering the Republic of Korea are required to possess valid passports and other valid documents required for travel. Visitors from countries excluded from Visa Exemption Agreement or the Principles of Reciprocity and National Interest must obtain a visa prior to entering Korea. However, it should be noted that citizens of countries granted visa-free entry must also apply

for a visa if they plan to stay longer than allowed. Participants are required to check the visa requirements and make necessary preparations of travel documents before traveling. The detailed information regarding entry visa requirements can be obtained at following website:

[http://english.visitkorea.or.kr/enu/GK/GK\\_EN\\_2\\_1\\_1.jsp](http://english.visitkorea.or.kr/enu/GK/GK_EN_2_1_1.jsp)

## **8. Other Useful Information**

8.1 Time in South Korea is 9 hours ahead of Coordinated Universal Time (UTC+9).

8.2 The currency used in South Korea is the South Korean Won (KRW). The current exchange rate is 1 USD =1,136.61 KRW approximately. Participants will have to check the exchange rate closer to your departure.

8.3 The maximum temperature in Seoul during October is approximately 20°C and it may decline to a minimum of 6°C during night time. Since the temperature varies greatly from day to night, participants are advised to dress appropriately.

8.4 Tipping is not customary at restaurants, hotels or for taxi services in South Korea. Hotels may implement 10% service charge (in addition to the VAT) while some major restaurants may have a service charge of 3% to 10%.

8.5 International credit cards such as American Express, Diners Club, Visa, and Master Card are normally accepted at major hotels and department stores. Credit cards with Plus or Cirrus logos are widely accepted In Korea. Some places also accept international cards such as China UnionPay, Maestro, Electron and JCB cards. ATM machines and cash dispenser (CD) machines are available at subways, convenience stores, bus terminals and department stores. If you have any questions or problems while using the ATM/CD machines, you can contact the Korea Travel Phone at 1330.

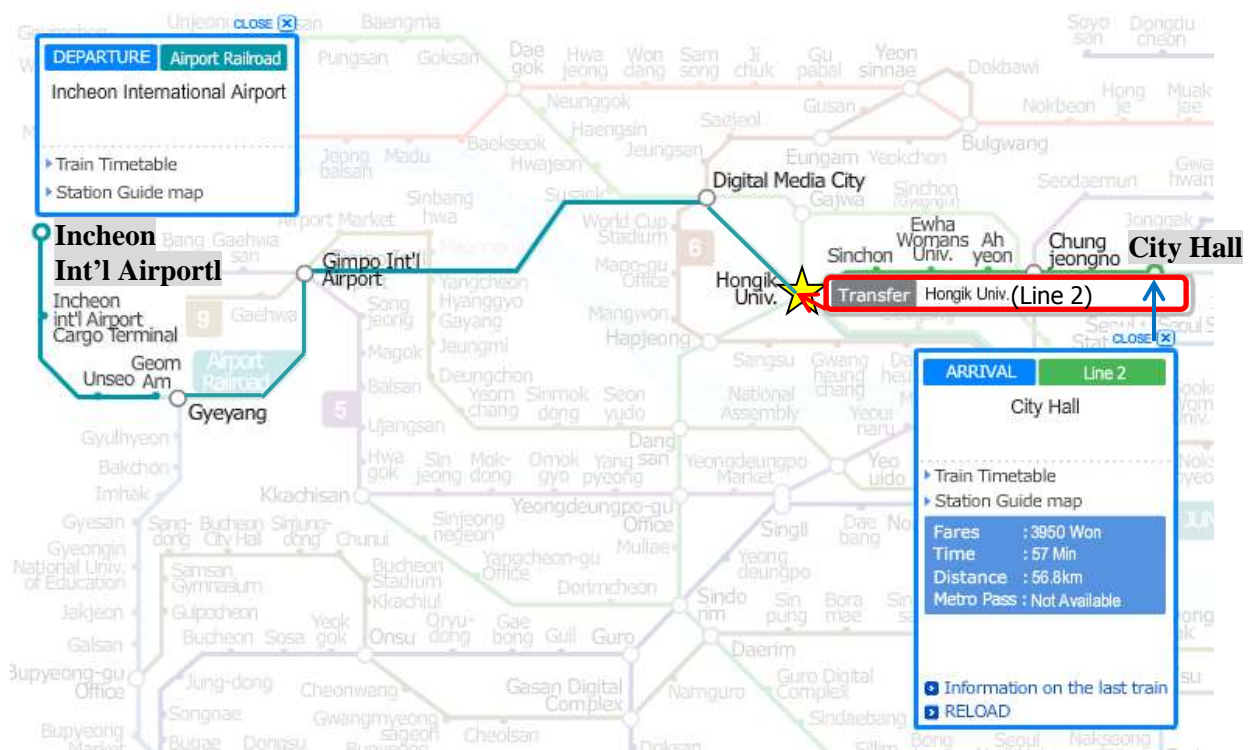
8.6 The standard voltage in Korea is 220 volts AC and the outlet has two round holes similar to the type used in France, Greece, Germany, Austria or Turkey. You can purchase a multi-voltage travel adapter at the duty- free shop or borrow one from the hotel front desk if you do not have one.

8.7 The consumption of tap water in South Korea is not recommended. Participants can easily obtain filtered or bottled water at restaurants or convenience stores.

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## Route from Airport to the Westin Chosun Seoul

### Airport Railroad Line/Subway



- Departure : Incheon International Airport (Airport Railroad)
- Transfer : Hongik University (Line2)
- Arrival : City Hall (Line 1,2)
  - Arrive at City Hall Station on Line No. 1 (KNR-Dark Blue Line) or Line No. 2 (Green Line) → walk toward Exit Gates #6 but do not exit → follow the underground corridor toward Seoul Plaza Hotel and Sogong Underground Arcade → at T-intersection (when you can no longer head straight) turn right and follow the corridor toward Myeongdong → exit Sogong Arcade from Gate #10 → You've reached The Westin Chosun Seoul (lower lobby).
- Further information of the subway map is provided as follow:

<http://dmzap1.seoulmetro.co.kr/station/eng/linemap.action>



**KAL Limousine Bus**

– KAL Bus Stop at Incheon International Airport

- Bus number : 6701
- Bus Stop

Airport	Route	First Bus	Last Bus	Fee
Incheon Int'l Airport (Bus Stop: East Direction 4B /West Direction 11A)	The Westin Chosun Seoul - Incheon International Airport	05 : 03	18 : 38	₩15,000
	Incheon International Airport - The Westin Chosun Seoul	04 : 45	East 22 : 36 West 22 : 40	
	* (Bus Stop: East Direction 4B/West Direction 11A)			
Remarks	Every 20 min			

- East Direction : Gate 4B
  - West Direction : Gate 11A
  - Ticket Purchase site
    - Airport to Hotel : at the KAL Limousine bus stop or KAL Limousine Counter (No. 22)
    - Hotel to Airport : at the hotel front desk or bell desk
- Bus Route  
Incheon International Airport - Koreana Hotel - Plaza Hotel - **The Westin Chosun Seoul** - Lotte Hotel - Koreana Hotel - KAL(Korean Air Head office) - Lotte City - Seoul Garden(Best Western) - Incheon International Airport
- Further information of the Bus is provided as follow :  
[http://www.kallimousine.com/eng/guide01\\_en.html](http://www.kallimousine.com/eng/guide01_en.html)

**TAXI**

- Regular : ₩50,000 (excluding toll gate fee)
  - Deluxe : ₩85,000 (excluding toll gate fee)
- ※ Fares are approximate



## **Route to the Westin Chosun Seoul**

### **1. By Subway**

- Ulgiro 1 (il) ga Station on Line No. 2
  - Arrive at Uljiro 1 (il) ga Station on Line No. 2 (Green Line) → exit Gate #7 → walk straight out of exit for one block (passing the front of Lotte Department Store) → turn right at the first corner (across from Lotte Young Plaza) → pass Tony Roma's & Parking Lot → the Westin Chosun Seoul will be on the right.
- City Hall Station on Line No. 1 or No. 2
  - Arrive at City Hall Station on Line No. 1 (KNR-Dark Blue Line) or Line No. 2 (Green Line) → walk toward Exit Gates #6 but do not exit → follow the underground corridor toward Seoul Plaza Hotel and Sogong Underground Arcade → at T-intersection (when you can no longer head straight) turn right and follow the corridor toward Myeongdong → exit Sogong Arcade from Gate #10 → You've reached The Westin Chosun Seoul (lower lobby).

### **2. By Bus**

#### (1) Stops in front of Lotte Department Store

- Green Bus : 7017, 7021, 8000
- Blue Bus : 143, 151, 152, 202, 261, 262, 405, 500, 501, 701, 702
- Red Bus : 2100, 2300, 2500

#### (2) Stops at Myeongdong, opposite Lotte Department Store

- Red Bus : 1005-1, 1500, 5500-1, 5500-2, 5005, 8150, 8100, 5000, 9003, 9301, 9710, 9401

#### (3) Stops at Myeongdong, Lotte Young Plaza

- Blue Bus : 149, 162, 163, 201, 506
- Red Bus : 9401, 9701

#### (4) Stops at Myeongdong, opposite Lotte Young Plaza

- Green Bus: 7021, 7022
- Blue Bus : 103, 105, 143, 149, 151, 152, 162, 163, 201, 202, 261, 262, 401, 406, 408, 500, 701



Figure 1 Map for the bus stops

## The Westin Chosun Seoul Location map



Address : 87, Sogong-dong, Jung-gu, Seoul, Korea (100-070)

Tel : +82 (2) 771 0500

Website : <http://www.echosunhotel.com/Eseoul.action>

**INTERNATIONAL CIVIL AVIATION ORGANIZATION  
ASIA AND PACIFIC OFFICE**

**THE THIRD MEETING OF IONOSPHERIC STUDIES TASK FORCE (ISTF/3)**

(Seoul, Republic of Korea, 15 – 17 October 2013)

**REGISTRATION FORM**

1. Name in full : \_\_\_\_\_  
(as should appear in the official listing and name tag)
  
2. Title or Official Position: \_\_\_\_\_
  
3. State/Organization: \_\_\_\_\_
  
4. Mailing Address: \_\_\_\_\_  
\_\_\_\_\_
  
5. Telephone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
E-mail: \_\_\_\_\_
  
6. Hotel: \_\_\_\_\_

**Note 1: Participants are expected to make their own hotel/visa arrangements**

**Note 2: Please download meeting materials from the ICAO Asia/Pacific website  
(<http://www.bangkok.icao.int/>) prior to the meeting.**

Date ..... Signature .....

After completing, please send to: ICAO Regional Office for Asia and Pacific, P.O. Box 11, Samyaek  
Ladprao, Bangkok 10901, Thailand, Fax: +66 (2) 537 8199 or E-mail: [APAC@icao.int](mailto:APAC@icao.int)