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**Secretariat of ISO/TC 67/SC7
Offshore Structures for Petroleum
and Natural Gas Industries**

To: ISO/TC 67/SC7 P- and O- Member Bodies
For forwarding to their National Delegates

and to: ISO/TC 67 Secretariat and ISO Central Secretariat

Re: Invitation to Beijing for the twenty-seventh meeting of ISO/TC 67/SC 7

HOU Jinlin and SAC have kindly invited ISO/TC 67/SC 7 to hold the next meeting in Beijing on the 24th and 25th September 2008.

Our hosts have organized special discount rates at the Wangfujing hotel in Beijing, where you are advised to make your reservation as soon as possible. It would also assist our hosts in monitoring the situation if you could advise Mr Zhang Tao at: Zhangtao3@cnooc.com.cn when you have made your reservation.

The official invitation and the hotel reservation form are attached.

Kind regards

Malcolm Greenley

----- 转发人 侯金林/工程设计部/中海研究中心/CNOOC 时间 2008-07-18 11:41 -----

徐晓明/科技发展部/总公司机关/CNOOC

收件人 侯金林/工程设计部/中海研究中心/CNOOC@CNOOCCN

2008-07-18 10:07

抄送

主题 转发: Host ISO/TC67/SC7 2008 Plenary meeting

----- 转发人 徐晓明/科技发展部/总公司机关/CNOOC 时间 2008-07-18 10:09 -----

"李东方 Mr.LI Dongfang" <lidf@sac.gov.cn>

收件人 "central" <central@iso.org>, "malcolm.greenley" <malcolm.greenley@bsigroup.com>

2008-07-18 10:04

抄送 "xingr" <xingr@sac.gov.cn>, "xuxm" <xuxm@cnooc.com.cn>

主题 Host ISO/TC67/SC7 2008 Plenary meeting

Dear Mr. Alan Bryden,
After consulting with ISO/TC67/SC7 secretariat, Standardization Administration of the P. R. China (SAC) would like to apply to host ISO/TC67/SC7 2008 plenary meeting in China. I wonder, if you could confirm our application by fax or email will be highly appreciated. For the organizing matters of the meeting, please contact:

Mr. XU Xiaoming
Tel:+86-10-84521722
Fax:+ 86-10-64662989
E-mail: xuxm@cnooc.com.cn

Thank you for your consideration.

Best regards,

ZHANG Lin
General Director of International Cooperation Department, SAC
Secretary General , Chinese Member Body of ISO

Dear Malcolm,

I am sorry for such slow confirmation to the SC7 Beijing meeting issues from SAC. I was told by CNOOC management that the following information (to Mr. Bryden) is the "official invitation" to the meeting. I am not sure if it is the case. If there are any problems, please let me know.

This morning Mr Zhang Tao told me the hotel reservation at Wangfujing Hotel should be made as soon as possible. Would you please to forward this information to all representatives and ask them have feedback to you. We also want to closely follow the reservation progress.

Mr Zhang Tao also told me that the meeting room for WG1 will be no problem. we like to know how many people would attend the WG1 meeting and if there are anything else we can do for the meeting.

Regards.

Hou Jinlin

Development & Engineering Dept., CNOOC Research, Tel: 010-84522568, Fax: 010-64663785

Wangfujing Grand Hotel Commercial Agreement

Party A: Wangfujing Grand Hotel
Address: No. 57 Wangfujing Avenue, Beijing

Telephone: 86-10-6522-1188 ext. 6051

Fax: 86-10-65223749

Person to contact: Lana Tang

Position: Sales Manager

Web Site: WangfujingHotel.com

Party B: China National Offshore Oil Corp
Address: No. 25, Bei Dajie, Chaoyangmen,
Dongcheng District, Beijing

Telephone: 010-84522862

Fax: 010-64602847

Person to contact: Zhang Tao

Position:

email: **Zhangtao3@cnooc.com.cn**

An agreement between party A and party B has been reached according to principles of equality, mutual benefit and cooperation, and after friendly negotiation. With this agreement, Party B is entitled to the discount prices and favorable terms & conditions as follows:

Rates for 2008 year: (From Sep. 1st To Sep. 30th)

| Type of Room | Rack Rate | Discounted Rate |
|--|---------------|-----------------|
| | (09.01-09.30) | (09.01-09.30) |
| Deluxe Room | RMB2528NET | RMB1100NET |
| Executive Standard Room | RMB3048NET | RMB1300NET |
| Executive Standard Room with Forbidden City view | RMB3148NET | RMB1400NET |
| Executive Deluxe Room | RMB3488NET | RMB1600NET |
| Executive Deluxe Room with Forbidden City view | RMB3588NET | RMB1700NET |
| Executive / Deluxe Suite Room | RMB3918NET | RMB1900NET |
| Executive Suite Room with Forbidden City view | RMB4198NET | RMB2000NET |
| Imperial View Suite Room | RMB5828NET | RMB2700NET |

Remarks:

- ◆ Buffet breakfast at RMB100 per person;
- ◆ All executive rooms are inclusive of buffet breakfast.
- ◆ Above rates are inclusive of 15% surcharge;
- ◆ Extra Bed at RMB200 / bed / night;
- ◆ Free Using the Health Club and the Swimming Pool;
- ◆ Publishing these discounted rates to media or general public is prohibited;
- ◆ Free Broadband Internet connection in room;

The following extra services are provided exclusively for the Guests of Royal Executive Floors:

- ◆ Complimentary fruit plate, American Buffet Breakfast, Coffee, Tea, Fresh Fruit Juice and varieties of newspapers and magazines;
- ◆ Express Check in & Check Out, as well as internationally recognized Concierge Services;
- ◆ Complimentary Happy Hour drinks, snacks, fruits daily from 18:00-20:00;
- ◆ Complimentary dry cleaning and pressing for one suit per stay;

- ◆ Free use of meeting room on the executive floor for one hour, reservation of meeting room in advance is required, However this is subject to availability;
- ◆ In –room fax machine, and receiving fax is free of charge;
- ◆ Late check out until 16:00, subject to room availability;

Terms and Conditions of reservation:

- ◆ Reservation will be held until 18:00 on the day of arrival, should Party B fail to provide the arrival time of its guests;
- ◆ The method of payment must be mentioned when a reservation is made. Party B has to notify Party A with a Stamped Letter of Payment Guarantee stating items to be paid by Party B. The items, which are not mentioned in the Letter of Payment Guarantee, are to be paid by guests prior to departure.
- ◆ The following credit cards are acceptable: VISA, Diners Club, JCB, Master, American Express, Great Wall Card, Peony Credit Card, Dragon Card.

Reservations

- ◆ Party B should make reservations in writing, preferably by email, and the name of corporation, the name of contact person, should be mentioned in detail in the reservation;
- ◆ For ordinary reservations phone:86-10-65221188 ext 6009 / 6010; fax:86-10-65223849;
- ◆ email: reservation@wangfujinghotel.com;
- ◆ For group/meeting reservations phone:86-10-65221188 ext 6051; fax:86-10-65223749.

Reservation form

Attn: Lana Tang

From:

Company: Wang Fu Jing Grand Hotel

Subject:

Tel: 010-65221188-6051

Tel:

Fax: 010-65223749

Fax:

Pages: 1 page including this page

Date:

Thank You For Your Strongly Supporting & Have A Nice Day!

Guest Name :

Arr. Date :

Dep. Date :

Room Type :

Room Rate :

Payment method:

All account pay by guest self.

Guest Name:

Company: