



Welcome to the CGMS-51 Plenary session

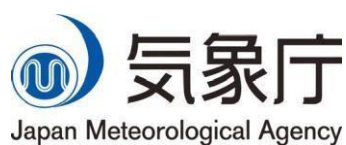
26-28 June 2023, Tokyo, Japan

Hosted by

Japan Meteorological Agency

(JMA) And

Japan Aerospace Exploration Agency (JAXA)



Information Package

Venue

3F Hall, Japan Meteorological Agency, 3-6-9 Toranomon, Minato City, Tokyo 105-8431,
Japan

URL: https://www.jma.go.jp/jma/en/Access/indexe_acs.html

Meeting Format and registration

The meeting will be held in-person with hybrid facilities offered in parallel. For participants attending virtually, the CGMS Secretariat will provide the connection details in due course.

Please submit your registration using the following link:

<https://www.eventsforce.net/eumetsat/46/register>

Deadline for registration (CLOSED!): 31 May 2023.

Accommodation

Some special rates have been negotiated with three hotels. If you require an agency booking, please contact support@ech.co.jp*

Note that all dates and times are in Japan time.

* The outsourcing company “Event and Convention House, Inc.” will provide full support for hotel bookings.

- Reservation deadline

The special rate is available until 29 May, and 30 rooms have been reserved at each hotel.

- Reservation method

Please send your preferred hotel and the dates of your stay to support@ech.co.jp. Once we receive your email, we will reply to you by the same email address.

If you have any hotel room preferences (non-smoking, type of room, etc.), please indicate these as well.

- Payment method

Once your reservation is confirmed, you will need to make a payment by credit card (Visa, master, JCB, Amex, Diners club) via a special URL by 3 pm on 29 May.

- Cancellation Method

20% cancellation fee will be charged from 31 May.

Hotel information

1. Tokyo Prince Hotel

<https://www.princehotels.com/tokyo/>

Address: 3-3-1 Shiba-koen, Minato-ku, Tokyo, 105-8560

Tel: +81-3-3432-1111

Access to JMA: 15 minutes on foot

Price: JPY 34,100 including tax/ night / pers. Incl. breakfast

Room type: Twin room

Extent: About 30 square meters

Bed size: 120cm×203cm (two beds)

Guest rooms/floors are fully non-smoking. Please use the designated Smoking Room (B1F)



2. Shiba Park Hotel

<https://www.shibaparkhotel.com/en/>

Address: 1-5-10 Shiba-koen, Minato-ku, Tokyo, 105-0011

Tel: +81-3-3433-4141

Access to JMA: 15 minutes on foot

Price: JPY 27,500 including tax/ night / pers. Incl. breakfast

Room type: Twin room or Double room (same price)

(Twin room) Extent: About 21~22 square meters

Bed size 110cm×195 cm (two beds)

(Double room) Extent: About 32~39 square meters

Bed size 120cm×195 cm

Guest rooms/floors are fully non-smoking. Please use the designated Smoking Room (1F, Annex Building)



3. VIAINN HIGASHIGINZA

<https://www.viainn.com/en/higashiginza/>

Address: 2-15-13 Tsukiji, Chuo-ku, Tokyo, 104-0045

Tel: +81-3-3545-5489

Access to JMA: 14 minutes by foot and subway (Hibiya line)

The nearest subway station is Higashi-Ginza Station (Hibiya Line /H10), which is a 3-minute walk from the hotel, and a 7-minute subway ride to Toranomon Hills Station (Hibiya Line/H06). Please take the A1 Exit, and walk for about 4 minutes to JMA.

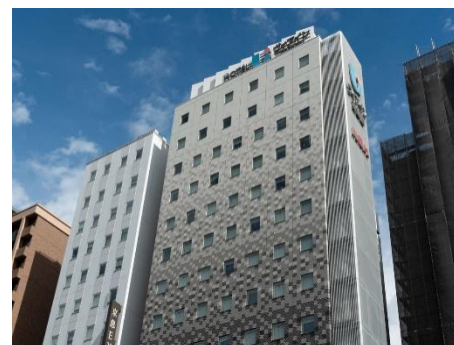
Price: JPY 16,700 including tax/ night / pers. Incl. breakfast

Room type: Single room

Extent: About 12 square meters

Bed size 140cm×195 cm

You can choose a smoking or non-smoking room.



VISA Support

To travel to Japan, some foreign nationals will require an Entry Visa.
Please check the latest information regarding an Entry Visa to Japan on the following website: [Ministry of Foreign Affairs of Japan](#).

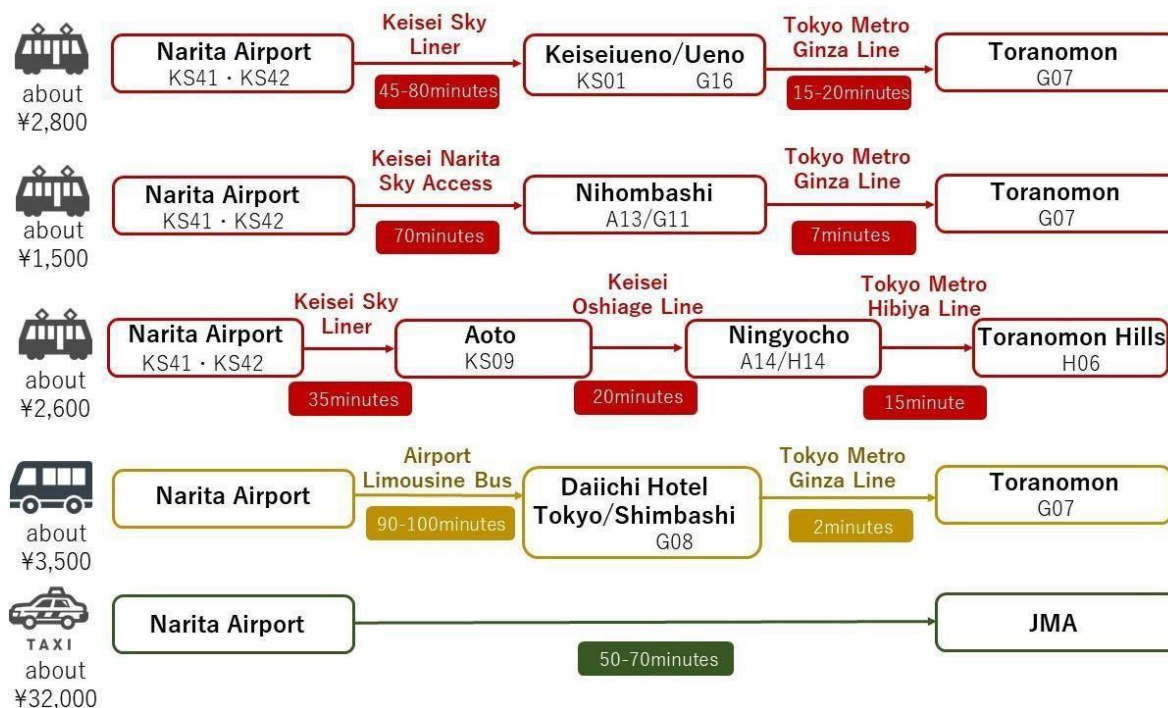
In case you need a personalized invitation letter for your visa application, in the online registration field ‘Do you need an Entry Visa support?’, please check the input box “Yes, please.”

Applicants requiring a visa support need to submit a [visa support application form](#) ([sample](#)) and a scanned copy of a national passport (the inside pages with photo and date of validity) to the CGMS Secretariat at cgmsssec@eumetsat.int and **no later than 31 May 2023**.

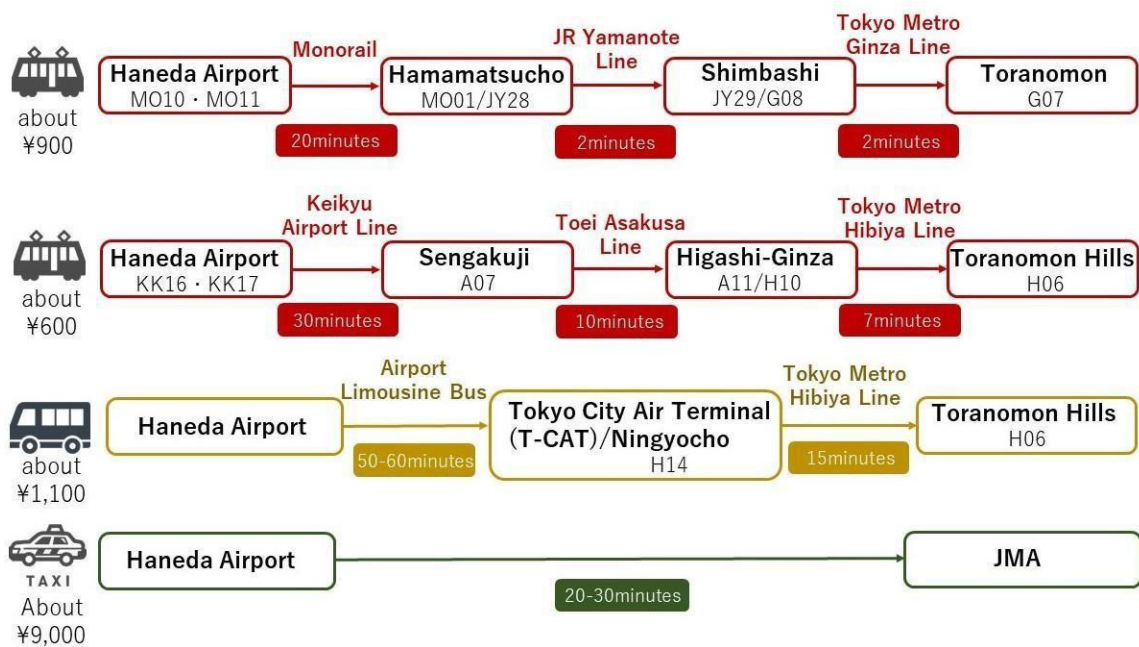
Please be informed that in some cases there is a considerable delay to the visa handling process, we therefore strongly recommend you to submit the form as early as possible!

How to get to JMA Headquarters from Narita/Haneda airport

- From Narita Airport

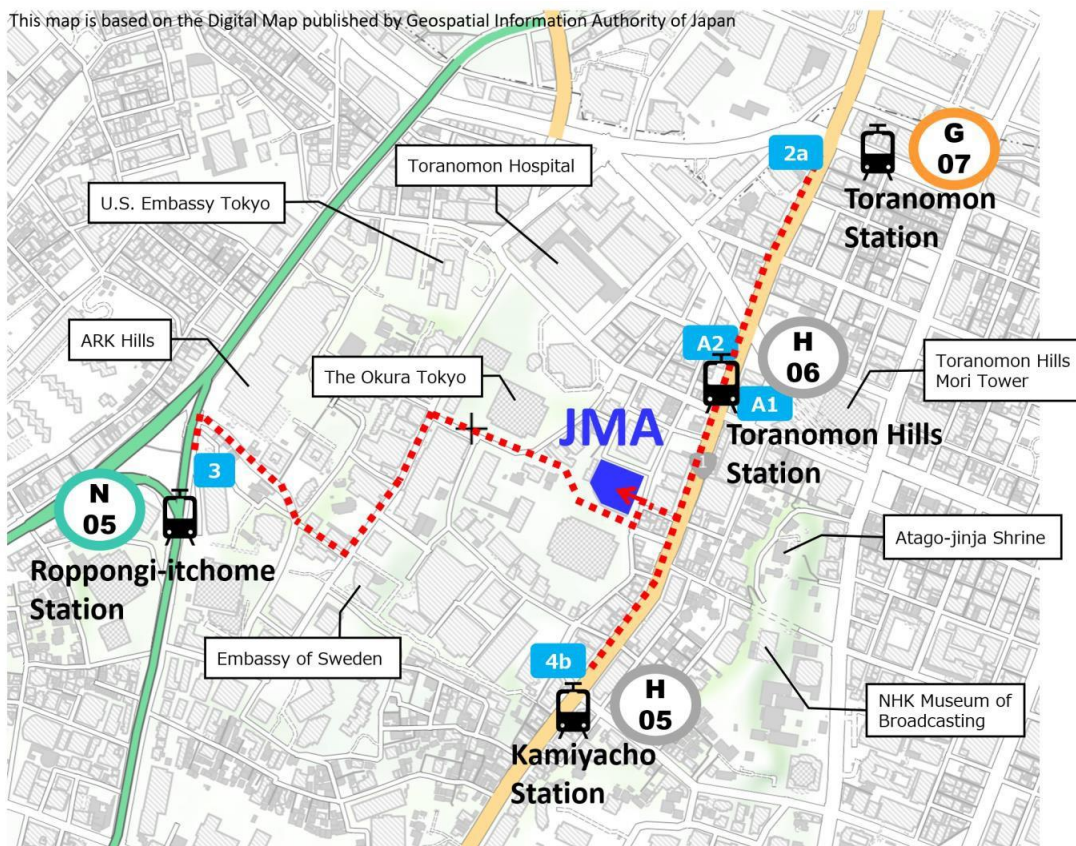


- From Haneda Airport



Access to JMA Headquarters

This map is based on the Digital Map published by Geospatial Information Authority of Japan



◆ Hibiya Line

4-minute walk from Exits A1 and A2 of Toranomon-hills Station
(Exit may change due to ongoing construction work)



5-minute walk from Exit 4b of Kamiyacho Station



◆ Ginza Line

10-minute walk from Exit 2a of Toranomon Station



◆ Namboku Line

15-minute walk from Exit 3 of Roppongi-itchome Station



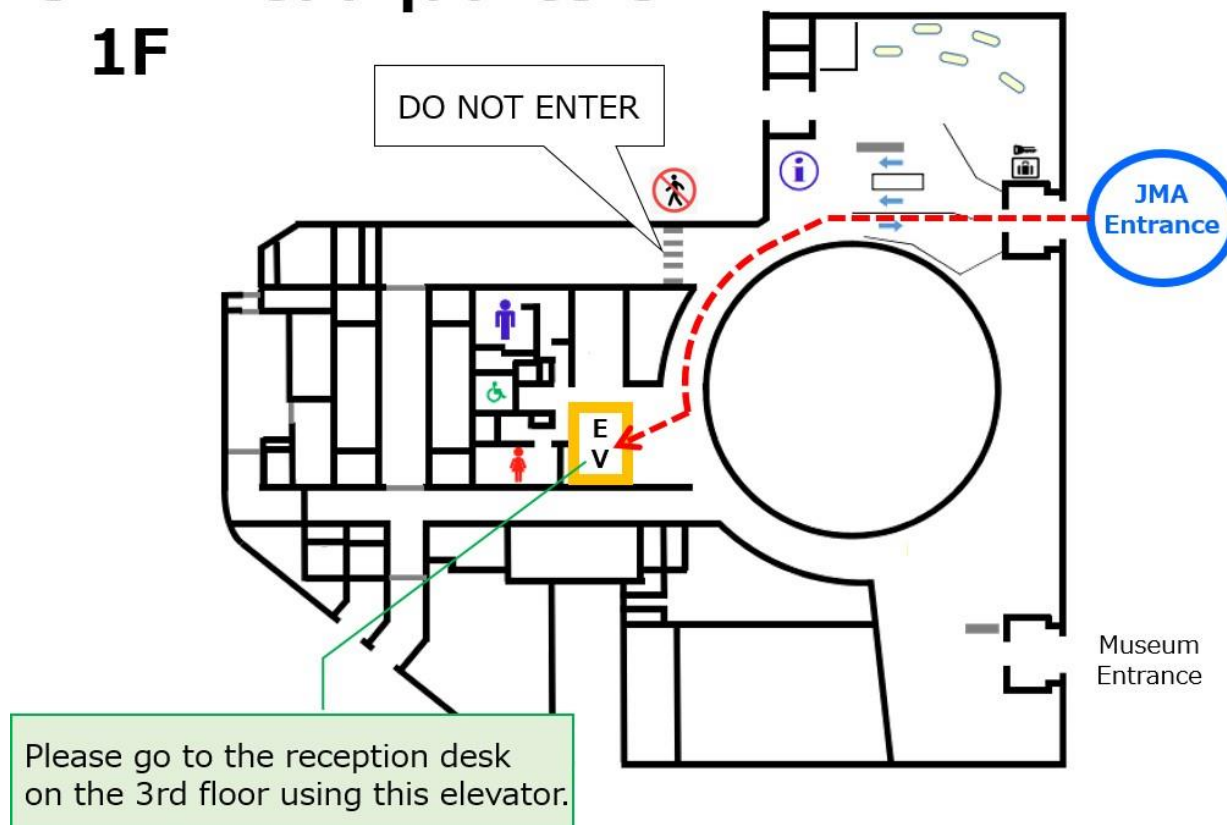
[-Tokyo Metro Co., Ltd.](#)

[-Toei Subway \(operated by Tokyo Metropolitan Government\)](#)

[-Tokyo Subway Route Map \(PDF, 1.5 MB\)](#)

How to enter JMA Headquarters

JMA Headquarters 1F



WEB Facilities

The meeting rooms have Wi-Fi internet access facilities. Participants are recommended to bring their own laptop PCs/tablets to the conference room.

Electricity

In Japan the power plugs and sockets are of type A. The standard voltage is 100V and the frequency is 50Hz (Tokyo).



type A

COVID-19: Japanese Border Measures *NEW UPDATE!

Those who are entering Japan on or after May 8, 2023, will not be required to present a valid vaccination certificate or pre-departure inspection certificate, as the border measures will be relaxed under the Infectious Disease Control Law.

Japanese border measures are changing day by day. Thus, please check the latest information provided by Ministry of Health Labour Welfare of Japan. <https://www.mhlw.go.jp/stf/covid-19/bordercontrol.html>

All Covid-19 border measures, including vaccination certificate and pre-registration for visiting Japan had been lifted. The travelers no longer need any pre-registration for entering Japan.

Weather forecast for Japan *NEW

You can check the weather forecast for Tokyo at the below website:

https://www.jma.go.jp/bosai/forecast/#area_type=offices&area_code=130000&lang=en

Technical visit to the operation room at the JMA HQ on 26 June

There will be a technical visit to the weather forecast, seismology and volcanology operation room at the JMA Headquarters around 15:30 on 26 June.

In order to prevent the spread of COVID-19 infection in the operation room that may cause the suspension of the JMA's disaster mitigation information provision, the participants must wear face mask during the technical visit. **Please prepare your own face mask.**

Also, the participants cannot enter the room, but will be lectured about JMA's operational work from the corridor over the transparent wall (see the picture for your reference).

Participants will be divided into four groups (each about 10 persons), two will start at 15:30 and the other two will start at 16:00.

Please accept JMA will decide which group each participant will join.

Icebreaker event on 26 June

There will be an Icebreaker event being organized and hosted by JMA, taking place on 26 June 2023, **starting at 18:30 at the ‘Royal Garden’** (address: 1-11-7 Toranomom, Minato City, Tokyo / Google Maps: <https://goo.gl/maps/mwBrhY8sbynHiaHs8>).

Reception dinner on 27 June

There will be a Reception dinner being organized and hosted by JAXA, taking place on 27 June 2023, starting at 18:30 at the ‘Dynamic Kitchen & Bar Hibiki Futei Akasaka’ (address: 1-11-44 Akasaka, Minato City, Tokyo, Akasaka Intercity 2F / Google Maps: <https://goo.gl/maps/PKz4gtNB6G2bM3TV8>)

Bilateral Meetings

JMA will provide facilities for holding bilateral meetings. If you are interested in holding bilateral meetings, please register via the following [form](#).

Deadline for meeting room reservations for bilateral meetings: 16 June 2023.

Useful Websites

- Airport

[-Narita International Airport](#)

[-Tokyo International Airport \(Haneda Airport\)](#)

[-Tokyo City Air Terminal \(T-CAT\)](#)

[-Airport Limousine](#)

Rail and subway

- [-JR East \(East Japan Railway Company\)](#)
- [-Railway Lines Network \(PDF, 2.2MB\)](#)
- [-Keisei Electric Railway Co., Ltd. \(Skyliner\)](#)
- [-Keikyu Corporation](#)
- [-Tokyo Monorail Co.,Ltd](#)

Other transportation from airport to Tokyo

- [-Tokyo Hire-Taxi Association](#)
- [-Tokyo Metro Co., Ltd.](#)
- [-Toei Subway \(operated by Tokyo Metropolitan Government\)](#)
- [-Tokyo Subway Route Map \(PDF, 1.5 MB\)](#)

Other information

- [-Japan National Tourism Organization](#)

Summary of important deadlines:

31 May 2023: Visa application support (**closed!**)
31 May 2023: Meeting registration (**closed!**)
16 June 2023: Meeting room reservations for bilateral meetings

Contact Us

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