

3rd Experts meeting and Workshop of Annex 29

January 15 - January 17, 2006, Sapporo, Japan

First announcement

IEA HP Annex 29

Ground Source Heat Pumps / Overcoming Market and Technical Barriers

You are kindly invited to the Third Workshop and Expert Meeting by Annex 29, “Ground Source Heat Pumps / Overcoming Market and Technical Barriers”, in the framework of the IEA Implementing Agreement on Heat Pump Programme. The both events will be held at the Hokkaido University, on 15th – 17th January, 2007.

Annex 29 started officially in March 2004. The annex will investigate the present state of ground source heat pump systems, which is very different all over the world, and will identify systems – depending on climate and application – that could improve the performance and market attractiveness of ground-source heat pump systems. The objective is to demonstrate the economic and environmental benefits of ground-coupled heat pump systems.

You are invited to contribute to the workshop and to present actual results of your R&D activities or your products and business ideas directed to all technologies used for ground source heat pumps.

This invitation is sent to the members of the executive committee of the HPP and to all persons who we believe have interest in the Annex work. Please forward the invitation to all relevant persons.

Sincerely Yours

Hermann Halozan

(Operating Agent, Annex 29)

Information about Experts meeting and Workshop

The Experts meeting and Workshop of Annex 29 will be held at the Hokkaido University, located in the Sapporo city of Hokkaido, Japan. Heat Pump & Thermal Storage Technology Center of Japan (HPTCJ) is responsible for local organizing affairs of this meeting.

The workshop with presentations and a technical visit is arranged on Monday, January 15.

A study tour is planned in Tuesday, January 16.

The meeting for the officially assigned experts is scheduled on the whole day of Wednesday, January 17. The detail agenda will be sent to the experts later.

For further information about the Experts meeting and Workshop, or about Annex 29 in general, please contact us for detail.

Preliminary Program for the Experts meeting and Workshop

Monday, January 15

Workshop

Technical visit (GSHP Snow Melting System in Hokkaido University)

Reception (Evening)

Tuesday, January 16

Study tour

Wednesday, January 17

Experts meeting

Presentations in Workshop

You are welcomed to make a presentation in the Workshop. Please enclose a **short abstract** of your presentation within the registration form **before December 15**. Notification will be given to the selected speakers soon after the abstract has been received. Early registration will be convenient to you for preparing the full paper. At the same time, we will send you a Word template for the paper. We may also send you the template in advance on request.

The paper should be sent as an attached file by e-mail or in floppy disk within an ordinary mail. Please send a duplicate of your paper by mail or by fax and we will use it to proof your manuscript of electronic version. The selected speakers are requested to submit their **full paper or Power Point presentation slides before January 4**. For each speaker, 20-30 minutes is scheduled, which includes the time for discussion.

Publication of Papers

The papers will be available later on our home page.

Registration and Deadline

Please send back the completed **Registration Form** to Dr. Xiaomei Li before **the deadline: December 15, 2006**. We will reserve the hotel for you after receiving your registration.

Dr. Xiaomei LI

Director of Technical Research Department

Heat Pump & Thermal Storage Technology Center of Japan

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Meeting place

We are arranging a meeting place, which will be in the Conference Hall at Sapporo campus, Hokkaido University, Sapporo. (Address: Kita 3, Nishi 8, Chuo-ku, Sapporo, Japan) The further information is offered from the university Web-site,

<http://www.hokudai.ac.jp/en/pickup/accesstocampus.html>

Accommodation

We recommend you to reserve Sapporo Aspen Hotel (near the JR Sapporo Station)

<http://www.aspen-hotel.co.jp/english/information/access/index.htm>



which is convenient and close to the meeting place. After receiving your **Registration Form**, we will reserve the hotel for you and contact you for further details.

(We need your registration before the 15th December, to make reservations with the hotel. Please, use the enclosed registration form.)

The room rates for one night includes tax, service and breakfast as follows:

8,500 Japanese yen for Single room (for one person)

Check in time: 13:00pm

Check out time: 11:00am

Note:

1. We have already reserved 25 Single rooms at the hotel (for 3 nights, Check in on December 14 and Check out on December 16).
2. The rate of accommodation should be paid directly to the Hotel.
3. Free of charge for change or cancel is acceptable only 2 days before the registered check-in date.

Hotel Address:

Sapporo Aspen Hotel

5, Kita8-jyo Nishi4-chome, Kita-ku, Sapporo, Hokkaido 060-0808 Japan

TEL +81 11-700-2111 FAX +81 11-700-2002

Hotel Transportation:

- 2 minutes by walk from North Exit of JR Sapporo Station.
- 5 minutes by walk from Subway Sapporo Station (Nanboku Line, and Toho Line)
- For the guests from Shinchitose Airport
By JR train (Shinchitose Airport Station is located on the basement of the airport.)
Limited service from Shinchitose Airport Station to Sapporo Station is available every 15 minutes until 10P.M.
Time required: 36 minutes Fare (one way): Adult 1,040JPY

The Cost of the Meeting

1. There is no fee requested for the experts meeting and workshop.
2. University refectories and outside many restaurants will be available for lunch. Lunch fees should be paid by each participant.

General information about Japan

Weather

The weather in Sapporo in the middle of January is usually cold. The average minimum temperature for January was -7.7°C. It may be may snow and be colder.

Currency

The name of the Japanese currency is “yen”. Exchange rates are around 1 EUR=150 yen and 1 US = 118 yen in November, 2006

Visas

Visas for Japan are issued by the embassies in your home country. Not all countries need a Japanese visa. Check with the embassy in your home country.

IEA Annex 29

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3rd Experts meeting and Workshop,

January 15 - January 17, 2006, Sapporo, Japan

Registration Form

No: _____

Please, send this form to Dr. Xiaomei Li, HPTCJ, e-mail: li@hptci.or.jp

Until December 15th, 2006

Family name: _____ Given name: _____ Gender: Male/Female

Title/Position: _____

Institution/Organisation: _____

Address: _____

Telephone/Fax: _____

Email: _____

(1). I intend to participate in the workshop on the 15th of January: Yes/No

(2). I intend to participate in the technical tour on the 16th of January: Yes/No

(3). I intend to participate in the experts meeting on the 17th of January: Yes/No

(4). I would like to give a presentation at the workshop with the title and abstract:

Title _____

Abstract _____

I intend to participate in the reception on the 15th of January. Yes/No

I wish to bring _____ accompanying person(s)

Please reserve _____ room(s) with the type(s) _____ Single/Twin

Hotel check-in date _____ Check-out date: _____