

GENERAL INFORMATION

NOTICE

Summer Heat and Humidity

- Summer in Kyoto is very warm and extremely humid. The highest temperature easily exceeds 30°C (86°F) and the degree of humidity could be 80%.
- In order to avoid heat prostration, drink plenty of water even if you don't feel thirsty.
- Drinking water servers are available at the venue during the congress.
- The heat can also cause food to spoil quickly, so please do not save food from your lunch for later consumption.

1. VENUE

Kyoto International Conference Center (ICC Kyoto)
Takaragaike, Sakyo-ku, Kyoto 606-0001 Japan
Phone +81-75-705-1229

2. REGISTRATION

Registration Desk **1F MAIN ENTRANCE**

Opening Hours

DAY 0 SUNDAY, 2 AUGUST	14:00-17:00
DAY 1 MONDAY, 3 AUGUST	08:00-17:00
DAY 2 TUESDAY, 4 AUGUST	08:00-17:00
DAY 3 WEDNESDAY, 5 AUGUST	08:00-17:00
DAY 4 THURSDAY, 6 AUGUST	08:00-17:00
DAY 5 FRIDAY, 7 AUGUST	08:00-17:00

Registration Fee (on-site)

Regular	JPY 45,000
Student (full time)	JPY 17,000
Accompanying Person	JPY 7,000
Cultural Evening (5 AUGUST)	JPY 7,000

*Please note that on-site purchase is NOT GUARANTEED.

Lunch	Japanese style obento:	JPY 1,500
	Sandwich:	JPY 1,700
	Sandwich (Vegan):	JPY 1,700
	Sandwich (Muslim Welcome*):	JPY 1,700

*Muslim Welcome: no pork and no alcohol.

*Please note that on-site purchase is NOT GUARANTEED.

Registration Fee Coverage

Registration Category	Regular	Student (full-time)	Accompanying Person
Congress Sessions	✓	✓	
Congress Handbook	✓	✓	
Congress Bag	✓	✓	
Welcome Reception DAY 1 MONDAY, 3 AUG.	✓	✓	✓
Coffee Breaks on all congress days	✓	✓	

- You will be provided with a name badge when you register at the Registration Desk.
- Full-time students are asked to present their student ID card or an official letter issued by their university or academic institution for identification.
- All delegates are requested to wear their name badges at all times within the Congress venue.

Certificate of Attendance

A certificate of attendance will be handed at the Registration Desk.

Congress Programme Book

Extra copies of the programme book are available at the Registration Desk for JPY 3,000.

3. LUNCH & REFRESHMENTS

Lunch

For those who have pre-ordered, **Luncheon Tickets** will be handed at the Registration Desk and boxed lunches will be distributed from **12:00 to 13:30**.

B1F SAKURA

Japanese Obento Only

B1F SWAN

Japanese Obento & Sandwiches

* Lunch is not included in the registration fee.

* Please note that on-site purchase is NOT GUARANTEED.

Refreshments

Coffee (and snacks) will be served at **Coffee Break Points** (see Floor Plan on p. ii) during the break time.

DAY 1 MONDAY, 3 AUGUST	10:30-11:00 / 15:00-15:30
DAY 2 TUESDAY, 4 AUGUST	10:30-11:00 / 15:30-16:00
DAY 3 WEDNESDAY, 5 AUGUST – DAY 5 FRIDAY, 7 AUGUST	10:30-11:00 / 15:00-15:30

4. FACILITIES OF THE ICC

Cloak 1F CLOAKROOM

The Cloak is located on the 1st floor (see Floor Plan on p. ii).

Opening Hours

DAY 1 MONDAY, 3 AUGUST	08:00-20:00
DAY 2 TUESDAY, 4 AUGUST	08:00-18:30
DAY 3 WEDNESDAY, 5 AUGUST	08:00-21:30
DAY 4 THURSDAY, 6 AUGUST	08:00-18:45
DAY 5 FRIDAY, 7 AUGUST	08:00-20:30

* Valuables cannot be left at the Cloak.

Computers, Printers and Photocopiers

1F BUSINESS CENTRE

Coin-operated computers, printers, and photocopiers are available at the Business Centre on the 1st floor, next to the souvenir shop.

Opening Hours

During Congress Days	09:00-18:00
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Currency Exchange Service

1F CURRENCY EXCHANGE

At the Administration Department (see Floor Plan on p. ii), currency exchange service is available in the following currencies.

US Dollar (USD)	Swedish Krona (SEK)
Euro (EUR)	Danish Krone (DKK)
Pound Sterling (GBP)	Hong Kong Dollar (HKD)
Canadian Dollar (CAD)	New Zealand Dollar (NZD)
Swiss Franc (CHF)	Singapore Dollar (SGD)
Australian Dollar (AUD)	

Please note that foreign currencies can only be exchanged for Japanese yen.

ATMs

You can withdraw cash using your international brand credit, debit, prepaid and cash cards at ATMs of Japan Post Bank and Seven Bank. For local ATMs, see Area Map on p. iii.

Internet Access

Free Wi-Fi is available in the venue during the congress.
SSID: ICCK_Public_Wifi

Free Wi-Fi Service in Kyoto

Kyoto city provides free Wi-Fi services. Please refer to the official website below for the details.
<http://kanko.city.kyoto.lg.jp/wifi/en/>

Prepaid SIM cards

Various prepaid data SIM cards are available in Japan.

- b-mobile PAYG SIM (www.bmobile.ne.jp/payg_sim/)
- NTT Communications Prepaid SIM for Japan (service.ocn.ne.jp/mobile/one/visitor/en/)
- LTE SIM by So-net (www.so-net.ne.jp/prepaid/en/buy/)
- BIGLOBE NINJA SIM (ninjasim.jp/en/)
- Japan Travel SIM powered by IJmio (t.ijmio.jp/en/)
- And others.

You can purchase SIM cards at major electronic retailers such as YODOBASHI CAMERA and BIC CAMERA. Both are walking distance of JR Kyoto station.

Lost and Found

Please check at the Registration Desk for lost and found.

PCs and Presentation Software

- All the session rooms are equipped with a Windows PC (Windows 7) running Microsoft PowerPoint 2007, 2010, and 2013 with internet connection.
- If you prefer any other settings, please bring your own laptop with a VGA connector.



VGA connector

Taxi 1F MAIN ENTRANCE

Taxi Berth is located outside of the Main Entrance.

Travel Desk 1F LOBBY

Kinki Nippon Tourist Co., Ltd. (KNT)
(Official Travel Agency of WEHC2015)

Kintetsu Shin-Namba Bldg. 6F, 1-4-38, Minatomachi,
Naniwa-ku, Osaka, 556-0017 Japan
Tel: +81-6-6635-2627 Fax: +81-6-6641-0072
E-mail: wehc2015@or.knt.co.jp

GENERAL INFORMATION

5. EMERGENCY

Emergency Telephone Numbers

POLICE	110
FIRE and AMBULANCE SERVICE	119

Medical Emergency

- Check with a staff member.
- **FIRST AID ROOM** is located B1F (see Floor Plan on p. ii).
- Call 119 for ambulance if necessary.

Fire, Earthquake and Typhoon

- The Kyoto International Conference Center was retrofitted to provide protection in case of earthquakes and fires in October 2014.
- If there is an emergency, please follow the directions from our staff.
- If there should be an earthquake, shelter under a table or other solid object until the tremor subsides.
- In the case of an earthquake, once the tremor has subsided, please gather at the rotary in front of the Main Entrance or in the garden.

6. STAFF

Congress staff wear a "STAFF" badge with a yellow lanyard. If you need any assistance, please contact any of our staff.

Congress Secretariat

Secretariat of WEHC2015 at the Secretariat Desk next to the Registration Desk.

Tel: 075-705-2001 (3 AUGUST - 7 AUGUST 2015 Only)

C/O Convention Linkage, Inc.

11F PIAS TOWER 3-19-3 Toyosaki Kita-ku Osaka
531-0072, Japan

Tel: +81-6-6377-2188 Fax: +81-6-6377-2075

E-mail : wehc2015@c-linkage.co.jp

A Barrier-Free map is available on site or from the following URL.

<http://www.icckyo.or.jp/floor/download/map03.pdf>