

INVITATION –20th session of the IWG on ACSF

Dear delegates,

Please be invited to the 20th session of the IWG on ACSF.

Dates an venue:

CP meeting will start on Tuesday, **November Tuesday 6th at 10:00 A.M. noon (12 A.M.) at and end at 12 P.M. 5 P.M.**

Venue: Jury's Inn Hotel in Liverpool. More details about the venue and accommodation see document ACSF-20-02 on the ACSF website.

ACSF IWG meeting for all members will start on **Tuesday Wednesday, November 6th at 1:00 P.M. 7th at 10 A.M and end on Thursday 8th November at 5 .M.Friday, November 9th at 5 P.M.**

Venue: Jury's Inn Hotel in Liverpool. More details about the venue and accommodation see document ACSF-20-02 on the ACSF website.

Remark: The Hotel offers rooms for delegates for a reduced rate. The deadline to book these rooms is at present Friday 5th October Monday 24th of September. I'll try to postpone this deadline.

The provisional agenda will be distributed as soon as possible.

The meeting room at Jury's Inn Hotel Liverpool is strictly limited to 45 participants.

Due to this fact, the Chairmen, Mr. Morimomto and Mr. Theis, decided a distribution of seats for participants as follows:

CPs:	23 seats
Industry:	12 seats
Other NGOs:	10 seats

10 seats from the other NGOs like CITA, IMMA, Transport Canada, SAE, VSCC as well as all 23 CP seats might not entirely be needed. After the deadline for the registration these "left over seats" could be distributed to industry.

Furthermore the chairmen ask industry to organize themselves and send the secretary a list of their representatives attending. Applies for

registration of industry representatives to the secretary will not be considered.

Please send your registration not later than **5th of October 2018** to give a chance to distribute “left over seats” in time and to enable participants with “left over seats” to organize their travel:

Mr. Rudolf Gerlach (gerlach@de.tuv.com)

In the case, we have more than 33 registrations from CPs and other NGO, we have to limit the participation to delegates, which have participated in the previous sessions on a regular basis.

Please consider this **before** you book your travel!

If your registration cannot be considered, you will be informed latest 8th of October 2018.

Registrations done later than 5th of October 2018 will not be considered.

Please do not forget to provide the documents for the meeting not later than 19th of October 2018 to me

With kind regards

Rudolf Gerlach

Secretary of the IWG on ACSF