

2007375/GEO/CBC

GEO Capacity Building Committee
C4
Task leads

Geneva, 17 December 2007

Dear Capacity Building Committee Members,

On behalf of the German Federal Institute for Geosciences and Natural Resources (BGR), it is my pleasure to invite you to participate in the sixth meeting of the Committee.

The 6th CBC meeting will take place on the 13th and 14th February 2008 at the **BGR Headquarters, Geozentrum Hannover Stilleweg 2 D-30655 Hannover, Germany**. The meeting will be followed by a meeting of the CBC Co-Chairs on 15 February 2008.

A number of rooms have been blocked with Hotel Ibis, Hannover City. Please book your room individually with reference GEO/GEOSS by phone (+49 511 388 110) or fax (+49 511 388 11 333) or by mail (H3365@accor.com). A shuttle service will be organised between Hotel Ibis Hannover City and venue of the meeting on the days 13th to 15th of February. Should you need any assistance with the hotel booking please do not hesitate to contact the local organiser M. Kosinowski (m.kosinowski@bgr.de, Phone +49 511 643 2559).

The meeting will consider, among others, outcomes of the GEO Plenary and Ministerial, progress with respect to the implementation of capacity building tasks of the GEO work plan, the implementation of the Resource Mobilisation Roadmap and progress with the IEEE GEO Computer Game Contest. The meeting will also be an opportunity to discuss broader issues related to GEO's capacity building agenda and its integration with other GEO processes. A detailed agenda for the meeting will be published in due course.

To this end, I would strongly encourage the Committee Members and the Leads of tasks falling under the Capacity Building Committee to attend this meeting. To ensure continued synergy between committees, Co-chairs of other GEO Committees are also encouraged to consider attending the meeting.

Please confirm your participation by e-mail to the GEO Secretariat (secretariat@geosec.org) with a copy to Mr Imraan Saloojee (lsaloojee@geosec.org). Please indicate "CBC-6 Meeting Hanover" in the subject line of your communication. Responses should be sent by **20 January 2008**.

Please do not hesitate to contact the GEO Secretariat if you have any questions or require additional information. The central address for electronic mail communications is secretariat@geosec.org. Or you may contact us by telephone: +41 22 730 8505 or by fax: +41 22 730 8520.

Yours sincerely,



José Achache
Secretariat Director

Additional Information on Hotels:

The Hotel Ibis Hanover City is 7 km away from Hannover airport and 2 km from Central station. The rate is 64.50 € per night including breakfast. Your booking should be placed before the 23rd of January. The hotel requires a credit card number including the expiry date. The address of the Hotel Ibis Hanover City is Vahrenwalder Straße 113 in 30165 Hannover. From Hannover main train station, take U1 or U2 subways towards Langenhagen and Alte Heide. Alight at Dragoner Strasse. The hotel is on your left. From the airport, take an S Bahn suburban train heading for main train station and catch a U1 or U2 subway

Other hotels that could be used are: Kastens Hotel (www.kasens-hotel-luisenhof.de), Loccumer Hof (www.loccumerhof.de) or Maritim Grand Hotel Hannover (via www.maritim.de).