



**Asia-Pacific
Economic Cooperation
EGNRET**

**41st Meeting
of
APEC Expert Group on New and Renewable Energy Technology
and Associated Meetings**

ADMINISTRATIVE CIRCULAR



14 - 19 October 2013

**Chateau Laffitte Hotel, Beiqijia Town, Changping District
Beijing, China**

1. INTRODUCTION

This Circular presents the arrangements and other relevant information for the 41th Meeting of the APEC Expert Group on New and Renewable Energy Technology (EGNRET) and Associated Meetings. EGNRET 41 will be held in Beijing, China from October 14 to 19, 2013. In addition to EGNRET 41, two APEC project-related workshops including (1) APEC Low-Carbon Model Town Development Model and Tool Kit Workshop, and (2) APEC Forum on Energy Storage System Application and Sustainable New Energy Supply will be held alongside the meeting.

The documents related to EGNRET 41 can be downloaded from the website with the username and password at:

<http://www.egnret.ewg.apec.org/meetings/index.html>

Username: apec-egnret2013

Password: apec-beijing

The username and password are case sensitive, and please keep them safe. Thanks a lot.

Delegates are strongly advised to complete your registration at your earliest convenience. Please kindly refer to the registration deadlines.

2. DATE

Monday, October 14 to Saturday, October 19, 2013

Oct. 14-15, 2013	APEC Low-Carbon Model Town Development Model and Tool Kit Workshop
Oct. 16-17, 2013	EGNRET 41
Oct. 18-19, 2013	APEC Forum on Energy Storage System Application and Sustainable New Energy Supply

3. VENUE

Both EGNRET 41 Meeting and the APEC Low-Carbon Model Town Development Model and Tool Kit Workshop are held at Chateau Laffitte, Beijing:

Chateau Laffitte Hotel

Address: Beiqijia Town, Changping District, Beijing, 102 209, China

Phone: +86 10 6975 0200

Website: <http://www.bjlaffitte-hotel.com/main/index2.asp>

Detailed map is shown in **Annex D** in this Circular.

APEC Forum on Energy Storage System Application and Sustainable New Energy is held at the Westin Beijing Financial Street Hotel:

Westin Beijing Financial Street Hotel

Address: 9B Financial Street, XiCheng District, Beijing, 100140, China

Phone: +86 10 6606 8866

Website:

<http://www.starwoodhotels.com/preferredguest/property/overview/index.html?propertyID=1704>

Detailed map is shown in **Annex D** in this Circular.

The shuttle bus between Chateau Laffitte Hotel and Westin Beijing Financial Street Hotel on Oct. 18-19 will be arranged.

4. SCHEDULE

The tentative agenda for EGNRET 41 and the workshops can be found in **Annex A** in this Circular.

5. MEETING THEME

The theme for EGNRET 41 will be

Current New and Renewable Energy Priorities in APEC Member Economies.

Please prepare the Member Economy presentations. If it would be possible, please send your presentation files (PPT) to Ms. Vivian Hsieh at vivianhsieh@itri.org.tw by **Monday, 7 October, 2013**. Thank you very much.

6. NEW PROPOSAL CONCEPT NOTE

If you would like to propose new project at EGNRET 41, please develop two-three page Concept Note, and send it to Ms. Vivian Hsieh at vivianhsieh@itri.org.tw as soon as possible. Any presentation of the proposal concept at the meeting is welcome. The APEC new Project Concept Note Template (2012.6.12 version) can be found in **Annex E**. More forms and resources for the project submission are available at

<http://www.apec.org/Projects/Forms-and-Resources.aspx>

7. REGISTRATION

To assist us with meeting preparations, we hope you notify us if you are planning to attend EGNRET 41. Please fill in the attached **EGNRET 41 Participant Registration Form (Annex B)** and return to Ms. Vivian Hsieh at vivianhsieh@itri.org.tw by **Wednesday, 9 October, 2013**. Thank you very much indeed. Also please note that this form is for meeting arrangements only, **NOT** for hotel reservation. For hotel reservation, please see below.

8. ACCOMMODATION

Chateau Laffitte Hotel

Address: Beiqijia Town, Changping District, Beijing, 102 209, China

Phone: 0086 10 6975 0200

Website: <http://www.bjlaffitte-hotel.com/main/index2.asp>

For the purposes of the event, China has arranged a special rate of **RMB 800.00** (around **US\$ 130.00**) per night for the event at the Chateau Laffitte Hotel.

For hotel reservation, please fill in the [Chateau Laffitte Hotel Booking Form \(Annex C\)](#), and e-mail the form to apechina2014@126.com no later than **Monday, 7 October, 2013**.

Enquiry Contact: Mr. LIU Kai, Cell phone: 0086 134 2609 9675

Please note that any reservation made after the deadline would not be guaranteed for both room availability and rates. Detailed map is shown in **Annex D** in this Circular.

9. TRAVEL INFORMATION

9.1 Visa

According to the Administrative Law of the People's Republic of China on Entry and Exit of Foreigners, foreigners entering China should apply for a visa to the Chinese diplomatic representative or consular offices, or other institutions authorized by the Ministry of Foreign Affairs of People's Republic of China.

If you do need an invitation to apply a Chinese visa, please send your person information to Mr. WAN Lin at wanlinuk@gmail.com with a copy to Dr. Keng-Tung Wu at ktwu@itri.org.tw as soon as possible. The person information shall include:

Full name with title:

Gender:

Passport Number:

Job title:

Affiliation:

Address:

Economy:

E-mail:

You may receive the invitation issued by China in a couple of days. Please note that the applicants should consider the processing time for applying the visa.

9.2 Transportation

Travel from the airport to the Chateau Laffitte Hotel:

City Taxi (about 24 km, 30 minutes by taxi from airport), about RMB 70.00 (USD 12.00)

Other travel options can be found at <http://www.bjlaffitte-hotel.com/lxwm/index1.asp>

Beijing is 8 hours ahead of GMT (GMT/UTC + 8 hours).

9.4 Banking

There are branches of all the commercial banks throughout the city. All banks provide electronic banking facilities including ATMs outside almost all branches and in other positions where access to cash is regularly required by large numbers of people such as within shopping malls and pubs. All major credit cards (UnionPay, Visa, Mastercard, American Express) are accepted at most hotels, restaurants and shops.

9.5 Currency

Chinese currency is called Renminbi (literally people's currency), often abbreviated as RMB. Issued by the People's Bank of China, it is the sole legal tender for both the Chinese nationals and foreign tourists. The unit for RMB is Yuan, Jiao and Fen. The conversion among the three is: 1 Yuan = 10 Jiao = 100 Fen. RMB is issued in both notes and coins. The denominations of paper notes include 100, 50, 20, 10, 5, 2 and 1 Yuan.

One can change money upon arrival at the international airports of Shanghai. Also most hotels offer foreign exchange services and exchange cash and travelers cheques. The Bank of China exchanges money and travelers cheques. In China, wherever you exchange money the same day, the exchange rate is the same. The limit of RMB allowed to bring in or take out of China is 20,000 Yuan.

Exchange Rate: US\$ 1 = RMB 6.12 (Sept. 1, 2013)

Banking Hours: Mondays to Fridays, 9 am to 5 pm.

9.6 Tipping

Usually no tipping.

9.7 VAT (Value-Added Tax)

China tax administration levies a standard of 17% VAT on most goods and services and a reduced VAT of 13% on household necessities such as food. The VAT is paid by the retailers.

9.8 Getting Around

Forbidden City

- Location: Central Beijing

- Type: Cultural Heritage
- Facilities for the disabled: Yes
- Wheelchair accessible: Yes

The Forbidden City also known as the Palace Museum was the Chinese imperial palace from Ming Dynasty to the end of the Qing Dynasty. Situated in the middle of Beijing, China, the Palace Museum served as the home of emperors and their households, also as being the ceremonial and political center of Chinese government.

Constructed in 1406 to 1420, the magnificent architectures consist of 980 buildings and covers 720,000 m² (7,800,000 sq ft). The palace complex exemplifies traditional Chinese palatial architecture, and has influenced cultural and architectural developments in East Asia and elsewhere. The Forbidden City was listed as a World Heritage Website in 1987, and it is listed by UNESCO as being the largest collection of preserved ancient wooden structures around the world. The Forbidden City is towards the north of Tiananmen Square. Rectangular in shape, it is the world's biggest palace complex which covers 74 hectares. Surrounded by a 52-meter-wide moat and a 10-meter-high wall are more than 8,700 rooms. The wall has a gate on each side. Opposite the Tiananmen Gate, to the north is the Gate of Divine Might, which faces Jingshan Park. The distance between these two gates is 960 meters, whilst the distance among the east and west gates is 750 meters.

Nowadays, the Palace Museum is open towards the public and it has become one of the world's most popular tourist attractions. It receives practically ten million guests every year. Guests can wander via the conventional palace architecture, view the art and artifacts in exhibitions and recreations, and learn the legends involving the imperial family and court. Electronic audio tours in lots of languages are available. More than 1 million treasures are stored here in total.

The Chinese government has created a considerable investment in the Forbidden City and it is now an amazing place to meander and imagine the scenes that when played out right here. Recently, the Forbidden City has been under a renovation which has restricted guests to a few areas. Nonetheless, it remains open and most of sites are accessible. This renovation will likely be completed 2020 to mark the 600th anniversary. The palace was opened in 1420, the 14 years' construction involved 200,000 workers and artisans. In its heyday, all around the end of the 18th century, almost 10,000 individuals lived and worked in its confines.

[Great Wall at Juyong Pass](#)

- Location: Nankou Town, Changping District
- Type: Cultural Heritage
- Facilities for the disabled: Yes
- Wheelchair accessible: Yes

The section of the Great Wall at Juyong Pass is listed as a UNESCO World Heritage site. Around the Pass are rolling mountains, winding streams and lush vegetation. Because of this, it was hailed as one of the eight most beautiful scenic spots in Beijing during the Qing Dynasty (1644-1911). It was also called the World's Most Magnificent because of its strategic location. Various additional structures were built at the pass such as the barbican entrances, gate towers, watchtowers and

water gates which constituted a complete military defense system. In addition, the foundation of a pagoda built during the Yuan Dynasty (1206-1368) known as "Cloud Terrace" can still be seen. Between 1992 and 2002, the Office of the Ming Tombs Special Zone invested RMB 300 million restoring this section of the Great Wall. The renewed Great Wall at Juyong Pass serves as a showcase for visitors to understand the complete architectural system as well as the cultural and historical significance of the Wall itself. In 2001, it was listed as a 4A tourist destination by the National Tourism Administration of China.

Dingling Tomb Underground Chamber

- Location: Xingshou Town, Changping District
- Type: Scenic Area
- Facilities for the disabled: Yes
- Wheelchair accessible: Yes

The Dingling Tomb, located 8.2 kilometers north of the Changping Town proper, is the burial tomb of Emperor Shenzong, the 13th emperor of the Ming Dynasty, and his two empresses. Construction began in 1584 and was completed in 1590, costing more than 8 million taels of silver. It is the first imperial tomb in China that has been excavated upon the approval of the State Council. Between 1956 and 1957, Chinese archaeologists excavated the underground burial chamber and unearthed over 3,000 cultural relics. The burial chamber is composed of five rooms, three in the center and two on the side, and covers an area of 1,195 square meters. In 1959, a museum was built on the site.

Among the visitors to the Dingling Tomb are many Chinese leaders including Liu Shaoqi, Zhou Enlai, Zhu De, Chen Yi, He Long, Peng Dehuai and Soong Ching-ling as well as heads of states from foreign countries such as Richard Nixon, Kakuei Tanaka and foreign dignitaries including Henry Kissinger.

The magnificent and mysterious underground chamber and the unique cultural treasures it housed display what life was like in the Ming Dynasty (1368-1644). Today, the Dingling Tomb is a tourist destination well-known for its profound cultural associations.

Silver Mountain Pagoda Forest

- Location: Xingshou Town, Changping District
- Type: Cultural Heritage
- Facilities for the disabled: Yes
- Wheelchair accessible: Yes

Silver Mountain Pagoda Forest, located 35 kilometers east of the seat of Changping District and 46 kilometers north of Andingmen, is a part of the Badaling-Ming Tombs Protection Zone of Scenic Spots and Historical Sites, a key cultural heritage site under national protection, a national 4A scenic spot as well as one of the 28 designated tourist destinations during the Beijing 2008 Olympic Games. Featuring a forest of pagodas and a profusion of flowers all over the lush green mountain, it is referred to as "Iron-Wall Silver Mountain (Yinshan Tiebi)", one of the eight most beautiful scenic spots in Beijing during the Ming and Qing Dynasties.

"Yinshan" or Silver Mountain was so named because in winter the snow-covered mountain was as white as silver, as is explained in the book *Essentials of Historical Geography* (Dushi Fangyu Jiyao). "Tie (iron)" refers to the color of rocks on Yinshan Mountain. The rocks, mainly granite rich in minerals like manganese and iron, become black due to erosion by rain; so does the dead lichen and moss on the surface of rocks. As the ancient Chinese put it, "The rocks of the Yinshan Mountain are as black as iron". "Bi (wall)" refers to the shape of the Yinshan Mountain. Although the three peaks of the mountain are not very high, the cliffs are as steep as walls. Thus the mountain was called "Silver Mountain Iron Wall" or "Iron-Wall Silver Mountain" by ancient Chinese.

The Silver Mountain Pagoda Forest, a cultural heritage site, is a sacred place of Buddhism. In the early Tang Dynasty (618-907), the Avatamasaka Temple with more than 70 rooms was built here; the fragrance of incense was always in the air. But the temple fell into ruins over the centuries. In the Liao Dynasty (907-1125), Man Gong, a Zen master, had the Temple of Precious Rock built here. Later, three other Zen masters came to practice and preach Buddhism. Then the temple was expanded in 1,125 during the Jin Dynasty (1115-1234) with personal funds from the empress, renamed the Great Temple of Perpetual Holiness later and renovated in the early 15th century. Many more temples were built around Yinshan Mountain during the Ming and Qing dynasties (1368-1911).

In 1437, Emperor Yingzong of the Ming Dynasty visited Silver Mountain and gave the temple another name "Splendor-of-the-Buddha Temple" which led to the construction of 72 nunneries on the mountain. At that time, it was as famous as Jinshan Temple in Zhenjiang, Jiangsu Province. As people then said, "there is a Jinshan (Gold Mountain) in the south and a Yinshan (Silver Mountain) in the north". Its popularity is evidenced by another saying that there were "72 temples, 72 pagodas, 72 wells, 72 stone rollers and 72 stone mills" on Yinshan Mountain. Unfortunately, the once-so-celebrated temple was ruined during the War of Resistance against Japan in the 1930s-1940s. All that is left are some pagodas, wells and broken tablets and walls.

Looking to Yinshan Mountain from the parking lot, a roaring "white dragon" on a giant yellow rock can be seen among the lush green peaks. That's the Yinshan Waterfall pouring down from the 54-meter rock which stands 623 meters above sea level. The waterfall, measuring 15~20 meters wide, is the most spectacular in northern Beijing. Its magnificence reminds viewers of Li Bai's poem about the waterfall at Lushan Mountain: "Cascading straight down from three thousand feet high, it is like the galaxy falling down from the highest of heavens!" The flying water pours down, forms winding streams along the paths and creates many features at the Water Curtain Cave, Sun Facing Cave, Luoluo Cave and in the main pagodas area and below. In summer, the sweltering heat is subdued by pleasant coolness here.

Now there are 18 pagodas in this area built in the Jin (1115-1234), Yuan (1206-1368), Ming (1368-1644) and Qing (1644-1911) dynasties including seven multi-eaved ones and eleven overturned-bowl-shaped ones. Pagoda architecture was introduced to China from India along with Buddhism and blended with unique Chinese wood structures such as pavilions, terraces and towers which give Chinese pagodas a particular charm.

The main pagoda with its many structures is where the Splendor-of-the-Buddha Temple used to be. The five multi-eaved pagodas built in the Jin Dynasty represent the largest and best-preserved of their kind in China. Such a group of Jin Dynasty pagodas can only be found on Yinshan Mountain and many of the most famous Buddhist masters in China are also buried here. The five pagodas here are among the 100 still existing ones built in China over 800 years ago. That is why the State Council listed Silver Mountain Pagoda Forest among the third group of key cultural heritage sites under national protection on January 13, 1988.

Among the pagodas, the oldest is a sarira-stupa built in 1145 for Buddhist master Hai Hui, a Grand Preceptor of the Jin Dynasty. Hai Hui had been practicing Buddhism in the Wutai Mountains before he was invited by Emperor Xizong to be the host of the Great Temple of Perpetual Holiness. At that time, the temple was said to be able to accommodate over 1,000 monks including more than 500 resident monks. Eighteen years later, Prince Yingdao built the Great Temple of Celebrations in the capital city of the Jin and also invited Hai Hui to be the temple master. Two years later, the master died in the temple and his sarira was said to have taken on five colors and emitted a special fragrance. Throughout his lifetime, Hai Hui worked hard to spread Buddhist thought among the people that "a butcher becomes a Buddha the moment he drops his cleaver". In Buddhism it is believed that listening to bells chiming allays worries, increases wisdom, enlightens the mind, saves from troubles and helps one become a Buddha to seek the salvation of all. Such melodious, deep chimes of the Buddhist bells can be heard from Yinshan Mountain, which represents the wishes for your happiness and good health.

9.9 Seasonal Information

The Autumn in Beijing is the best or golden season in this lovely city. The heat in the hot summer is being driven away by the cool air. In October, the average high temperature is 15.4°C, the average monthly precipitation is 18 mm. Generally you will need appropriate jacket and overcoat in Autumn.

If you go to the suburbs, you will breathe the pure and fresh air, and see the mountains covered with leaves of motley colors: red, yellow, brown, and dark green. The sky is so high that your eye cannot reach, feather-like clouds float elegantly above your head, a road snakes far into the mountains.

Autumn is also a season of fruit in Beijing. Many fruits are in season now: grapes, pears, peaches, plums, apricots... You can have various kinds of grapes in Beijing, even the ones from Xinjiang. The juicy fruit always whets your appetite.

Of course, Beijing is a good place for sightseeing. Have you been to the Summer Palace at dusk? It might be more beautiful than in the day. Most of the tourists have left and the park becomes quiet. The trees are lusted by the setting sun, and the lotus flowers are whispering on the water. The Seventeen-Arch Bridge is right ahead and you can vaguely see the carved stone lions.

Autumn is the best season in Beijing. Everything is so nice at this time. We look forward to meeting you here in mid October.

9.10 Smoking

Smoking is only allowed in smoking zones posted in the area.

9.11 Emergency

In a life threatening emergency dial **119** for **fire**, 120 for **ambulance** & 110 for **police**.

9.12 Electricity

Beijing electricity voltage for domestic use is 220 volts; 50Hz. Wall sockets accept both grounded 3 blade plug (interchangeable with types from Australia) and non-grounded 2 blade plug (interchangeable with types from North American/Japan).

11. CONTACT

Dr. Tom, H. T. Lee
Chair, APEC EGNRET
E-mail: HTLee@itri.org.tw

Dr. Keng-Tung Wu
APEC EGNRET Secretariat
E-mail: ktwu@itri.org.tw

Ms. Tzu-Ning (Vivian) Hsieh
APEC EGNRET Secretariat
E-mail: vivianhsieh@itri.org.tw

<http://www.egnret.ewg.apec.org/>

ACKNOWLEDGMENT

We thank China for hosting the EGNRET 41, and special gratitudes are due to Mr. Yang Sun (National Energy Administration, China), Mr. Lin Wan (Beijing Energy Innovation Ltd.), Ms. Ding Jing (China Guodian Co.), and their colleagues for their kind assistance and arrangement on meeting affairs.

ANNEXES

- (A) EGNRET 41 Draft Agenda**
- (B) EGNRET 41 Participant Registration Form**
- (C) Hotel Booking Form**
- (D) Map**
- (E) New Project Concept Note Template**

ANNEX (A)

EGNRET 41 Draft Agenda

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Thursday, 17 October, 2013

EGNRET 41

Venue: Chateau Laffitte, Beiqijia Town, Changping District, Beijing, 102 209, China

09:00-09:30	Invited Presentation: IRENA (<i>TBC</i>)	IRENA
09:30-10:00	Invited Presentation: ICA (<i>TBC</i>)	ICA
10:00-10:30	Progress with APEC Energy Smart Communities Initiative (ESCI) and APEC Smart Grids Initiative (ASGI)	USA
10:30-11:00	Coffee Break	
11:00-11:40	Progress/Status of Current EGNRET Projects	Secretariat
11:40-12:00	Notes on APEC Project Submission Process	Secretariat
12:00-14:00	Lunch	
14:00-14:30	Development of Project Proposal for 2014 Funding	Chair
14:30-15:00	EGNRET Administration & Operations - Next Expert Group Meeting - Other Business	Chair
15:00	Adjourn	Chair
15:00-15:30	Coffee Served	

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ASIA PACIFIC ECONOMIC COOPERATION (APEC)
LOW-CARBON MODEL TOWN DEVELOPMENT MODEL AND TOOL KIT WORKSHOP

TENTATIVE AGENDA

Beijing, China
14 - 15 October, 2013

Monday, 14 October, 2013

Venue: Chateau Laffitte, Beiqijia Town, Changping District, Beijing, 102 209, China

08:30-09:30	Registration	
09:30-09:40	Opening Remarks <i>by Mr. SUN Yang, NEA, China (tbc)</i>	
09:40-09:50	Welcome Remarks: Workshop Overview, Objectives and Expected Results <i>by Mr. WAN Lin, China – Project Overseer</i>	
09:50-10:00	Introduction and Adoption of Agenda	Chair

Session 1: Overview of Low Carbon Model Town (LCMT) Development

10:00-10:20	Overview of APEC Low Carbon Model Town	
10:20-10:40	Yujiapu CBD project progress	China
10:40-11:00	APEC LCMT Enlargement Activities and Pilot Project	China
11:00-11:20	Coffee Break	

Session 2: Low Carbon Model Town (LCMT) Development Model

11:20-11:40	LCMT City planning and development Model	AECOM, USA
11:40-12:00	Urbanization Development Model in Japan	NEDO, Japan
12:00-12:20	LCMT Development Model and Future	Tsinghua Univ

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12:00-13:30 Lunch

**Session 3: Low Carbon Model Town (LCMT)
Development Tool Kits**

13:30-13:50	LCMT development Tool Kits and Index System	CECEP
13:50-14:10	Urbanization International Cooperation, Tool Kits and Case Study	Pan-China Group
14:10-14:30	China-EU Urbanization Cooperation and Experiences	EU Delegation in China
14:30-15:00	Coffee Break	

**Session 4: Low Carbon Model Town (LCMT)
Development Case Study: Songhuajiang Project**

15:00-15:30	Songhuajiang Project Brief Introduction	
15:30-15:50	LCMT Project Development and Financing Model	CDB
15:50-16:10	Songhuajiang Project Planning and Strategy	Huadong Design Institution
16:10-17:00	Discussion	
17:00-17:15	Meeting Summary	

Tuesday, 15 October, 2013

Venue: Chateau Laffitte, Beiqijia Town, Changping District, Beijing, 102 209, China

AM

**Session 5: Onsite Investigation to LCMT Project: Future
Science & Technology City**

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PM **Session 6: Renewable Energy Pilot Project Onsite Visit**

17:00 Close of Workshop

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APEC Forum on Energy Storage System Application and Sustainable New Energy Supply

October 18-19, 2013

Venue: The Westin Beijing Financial Street
(9B Financial Street, Xi Cheng District, Beijing)

Tentative Agenda

Friday, October 18, 2013	
Time	Agenda
08:30-09:00	Registration
09:00-09:05	Opening Greetings
09:05-09:15	Message from Chinese government International Cooperation Department, National Energy Administration
09:15-09:25	Message from APEC APEC
09:25-09:30	Message from the Main Sponsor Chief of Guodian New Energy Technology Research Institution
Part 1: Case experience of generation-side energy storage applications in Asia Pacific	
09:30-09:50	Analysis of the energy storage development in China
09:50-10:10	Analysis of the energy storage development in USA
10:20-10:40	Break
10:40-11:10	Analysis of the energy storage market in India
11:10-11:30	Analysis of the energy storage development in Taiwan
11:30-12:00	Analysis of the energy storage development in Australia
12:00-14:00	Lunch
Part 2: Discussion of the Rational Utilization of Energy Storage Technology	
14:00-14:30	Report on Promoting Stable and Consistent Renewable Energy Supply by Utilizing Suitable Energy Storage Systems

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14:30-15:00	Technology Research and Applications in GE
15:00-15:30	Case Analysis of the Rational Use of Energy Storage Technology by Power Stations
15:30-15:50	Break
15:50-16:20	The Economic Efficiency of the Energy Storage Investment
16:20-16:40	The Function of the Energy Storage in New Energy Supply
16:40-17:30	Panel Discussion: The rational allocation and economic efficiency of the energy storage in the field of generation side

Saturday, October 19, 2013	
Time	Agenda
09:00-16:00	Energy storage project study: 1. Wind and solar energy storage system project: Guodian New Energy Research Institution(Beijing future technology city) 2. Energy storage system application in the power station: Mentougou power station (Mentougou District Beijing, demonstration site of APEC low-carbon city)

ANNEX (B)

EGNRET 41 Participant Registration Form

**APEC NEW AND RENEWABLE ENERGY TECHNOLOGIES EXPERT GROUP
EGNRET 41 Meeting 14 - 19 October 2013 Beijing, China**

Participant Registration Form

- * Please note that this form is for meeting arrangements only, NOT for hotel reservation.
- * For hotel reservation, please fill in the Hotel Reservation Form, and contact hotel directly.

1. Participant details

Name	[Title] [Given name] [Family name]	[Male/Female]
Organization		
Job Title		
Economy		
Email		
Phone Number		
Mobile Number		
Fax Number		

2. Arrive-Departure information

Arrival date	[day/month/year]
Departure date	[day/month/year]

3. Accommodation

Hotel name	Chateau Laffitte Hotel (If incorrect, please change it.)
Address	Beiqijia Town, Changping District, Beijing, 102 209, China

4. Meeting Participation

Please indicate which meetings you will attend:

[Y/N]	14 Oct (AM) - LCMT Workshop	[Y/N]	14 Oct (PM) - LCMT Workshop
[Y/N]	15 Oct (AM) - LCMT Workshop	[Y/N]	15 Oct (PM) - LCMT Workshop
[Y/N]	16 Oct (AM) - EGNRET 41	[Y/N]	16 Oct (PM) - EGNRET 41
[Y/N]	17 Oct (AM) - EGNRET 41	[Y/N]	17 Oct (PM) - EGNRET 41
[Y/N]	18 Oct (AM) - ES Forum	[Y/N]	18 Oct (AM) - ES Forum
[Y/N]	19 Oct (AM) - ES Forum	[Y/N]	19 Oct (AM) - ES Forum

Note: LCMT: Low Carbon Model Town; ES: Energy Storage.

5. Other information

Do you have any **special dietary requirements**? If so, please list them here.

For further arrangement, please send the form to **Ms. Vivian Hsieh** at vivianhsieh@itri.org.tw
by **Wednesday, 9 October, 2013**. Thank you very much.

ANNEX (C)

Hotel Booking Form

ANNEX C

HOTEL RESERVATION FORM



Reservation Form
41th Meeting
of
APEC Expert Group on New and Renewable Energy Technology
and Associated Meetings

(Attaches Photocopy of both sides of the Credit Card is required)

Hotel Telephone: +86 10 6975 0200
+86 158 1129 5316

Reservation Email: apecchina2014@126.com
Contact person: Ms. Li, Mr. Liu

Reservation code: **APEC/EGNRET 41** Confirmation number:
.....

Arrival Date: _____ Flight # _____
Departure Date: _____ Flight # _____

#Adults _____

Title: __ __ First Name: _____ Last Name: _____

Mailing Address: _____ City: _____

State: _____ Zip: _____ Phone (Day Time): _____ Fax: _____

E-Mail Address: _____

Please Charge My First Night's Deposit (Room & Tax) To:

VISA MC AMEX DINERS DISCOVER JCB

Credit Card # _____ - _____ - _____ - _____
EXP _____ / _____

CARD HOLDER'S SIGNATURE: _____

(I hereby authorize **Chateau Laffitte Hotel Beijing** to apply to my above credit card the charges as per details below)

Billing Address: _____

* PLEASE NOTE: GUEST WILL BE REQUIRED TO PRESENT AT CHECK-IN A VALID PHOTO ID WITH ADDRESS CORRESPONDING TO INFORMATION GIVEN ABOVE. FAILURE TO DO SO WITH INVALIDATE THIS ARRANGEMENT

Charges to be applied: ROOM & TAXES

*If a dollar limit applies, please specify the total amount. Note that the amount is charge in United State Dollars.(US\$)

Room Type selected :.....Number of room:.....

Any special request: _____ Smoking room; _____ Non Smoking room

Your selected room (Tick ✓)	Room type	RATE in VND ++/single room/night)	Remark
	Deluxe (regular floor)	RMB800.00 (around US\$ 130.00)	For the purposes of the event, China has arranged a special rate of RMB800.00 (around US\$ 130.00) per night for the event at the Chateau Laffitte Hotel.

Note:

*Rates may slightly changed due to the hotel arrangement.

* **Special rate offer to: Group booking of APEC meeting guests only.**

I have read the attached reservaton Request Form policies and information provided. **(please initial)**
(Cardholder's Full Name & Billing Address are Required to Process charge)

Cardholder's Signature: _____

Note:

Check out time is 12.00 (noon); check-in time is 2.00PM. Early check in before 12.00 noon may apply charge as room must hold from the night before.

Late check out to 6.00Pm will be half charge, after 6.00PM will be full charge apply; guaranteed reservation can be secured by credit card, advance payment.

Reservation & cancellation terms:

-All booking are request to provide the Credit card number in details to guarantee his/her booking with full information in Reservation form.

-Cancellation must be in written notice and received by the Hotel in advance at least 14 days before arrival date will be no charge.

-Any room cancellation within 10 to 14 days prior to schedule will be apply 01 night of the booking status to guest credit card.

-Any room cancellation within 5 to 9 days prior to schedule will be apply 50% of the booking status to guest credit card.

-Any No show/shorten stay or Late cancellation within 1-4 days prior to arrival schedule will be apply full charge of the booking status to guest credit card.

ANNEX (D)

Map

Chateau Laffitte Hotel Map



Chateau Laffitte Hotel

Address: Beijing Chateau Laffitte, Qijiazhen Town, Changping District, Beijing, 102209
Operator: +86-10-89758866
Fax: +86-10-89758975
Reservation Hotline: +86-10-69750105
Marketing Department OP: +86-10-69750200 89758866 - 8668 Fax: +86-10-69750300

Driving Instructions

- (1) North Ring 4 or 5 – Beijing Chengde Expressway – take the Beiqijia exit and drive straight ahead for another 100m – take the right turning in the direction of Dadongliu and follow the marks to get to the hotel.
- (2) Airport North Line -- take the Beiqijia exit and drive straight ahead for another 1,000m – take the right turning in the direction of Dadongliu and follow the marks to get to the hotel.
- (3) North Ring 4 or 5 – Anli Road – Litang Road – take the West Beiqijia exit, turn right and drive straight ahead for another 5,000m – take the right turning in the direction of Dadongliu and follow the marks to get to the hotel.

Hotel Introduction

The hotel is built in accordance with the standard five-star resort hotel in the meeting, for a total of more than 500 sets of guest rooms. Hotel is divided into Castle Hotel and Spa Hotel, built a conference center, entertainment center, fitness center, spa center, golf driving range, race track, wineries, agriculture, tourism park and other projects. Here is not only a tourist resort, leisure and entertainment, health infirmary, agriculture, tourism and the ideal place to live, but also a green Garden of Eden.

The main castle hall, Golden Hall, multi-purpose hall, Versailles Square, St. Peter's Square, lawn plaza, the Russian restaurant, bar, wine cellar, as well as full-featured conference facilities suitable for holding a variety of new products conference, summit forum, art performances, display exhibitions, wedding celebrations, a government meeting, relatives and friends gathered and other activities.

Hotel Map

Chateau Laffitte Hotel



ANNEX (E)

New Project Concept Note Template

Project Synopsis

1. **Relevance:** Why should APEC undertake this project? What problem or opportunity will the project address and why is it important?

2. **Objectives:** Describe the 2-3 key objectives of the project. (e.g., to... create a framework...; ensure participants will be able to...; share experiences...; enhance understanding...; develop recommendations...; build interest...; revise strategies... etc.)

3. **Alignment:** Describe how the project will help achieve APEC's key priorities and meet your forum's work-plan or medium-term plan.

4. **Methodology:** How do you plan to implement the project? In this section, address:
 - **Timeline:** Project timelines and dates for key activities and deliverables
 - **Stakeholders:** Beneficiaries and stakeholders (APEC & non-APEC) and how they will be engaged
 - **Previous projects/activities:** If and how this proposal builds on the findings or lessons learned from previous projects/activities, while avoiding duplication
 - **Communication:** How you plan to communicate the results or benefits of this project to others

October 3, 2013

Supplemental Information of APEC EGNRET 41 Meeting

(1) EGNRET 41 Meeting on 16-17 Oct.:

The venue of the EGNRET 41 meeting on 16 -17 Oct. will be changed to

Guodian New Energy Technology Research Institute (Guodian Building)
No 2, Future SciTech Street, Beiqijia, Changping, Beijing, China
Tel: +86 10 56979952

Only 10 minutes drive from Chateau Laffitte Hotel. The shuttle bus will be arranged from Chateau Laffitte to Guodian Building at **8:20 AM** on 16 and 17 Oct. The return bus will also be arranged after meeting closed every day.

(2) For delegates who attending the APEC Forum on Energy Storage on 18-19 Oct.:

Because it will take 1.5 hrs from Chateau Laffitte to Westin Beijing, if you would like to move to Westin Beijing Hotel on 17 Oct., please fill in the attached [Westin Beijing Hotel Booking Form](#). The rate is RMB 1,400 per night. A bus will be arranged from Chateau Laffitte to Westin Beijing on 17 Oct. after EGNRET 41 is adjourned.

Or if you would still like to stay in Chateau Laffitte Hotel, the shuttle bus will be arranged from Chateau Laffitte to Westin Beijing and return on 18 and 19 Oct. Due to the traffic in the Friday morning, the bus need to leave for Westin Beijing [at about 6:30 am on 18th](#). The departure time on 19 Oct. will be confirmed soon.

For other information, please see the [EGNRET 41 ADMINISTRATIVE CIRCULAR](#):
<http://www.egnret.ewg.apec.org/meetings/index.html>

Username: apec-egnret2013

Password: apec-beijing

Thank you very much for your attention indeed.

CONTACT

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