



**INTERNATIONAL ELECTROTECHNICAL COMMISSION  
QUALITY ASSESSMENT SYSTEM FOR ELECTRONIC COMPONENTS (IECQ)**

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## **GENERAL INFORMATION ON THE ANNUAL SERIES OF MEETINGS OF THE IECQ SYSTEM**

**The following information is to assist in planning for the meetings to be held in  
London United Kingdom  
from 05<sup>th</sup> May to 09<sup>th</sup> May, 2014**

### **MEETING DETAILS**

#### **Place of the Meetings:**

The 2014 series of meetings includes meetings of various IECQ Working Groups, IECQ Workshop, the IECQ Conformity Assessment Bodies Committee (CABC) and the IECQ Management Committee (MC).

#### **Chiswick Moran Hotel London (Monday ONLY)**

626 Chiswick High Road,  
London W4 5RY,  
Tel: +44 20 8996 5200  
E-mail: [chiswickres@moranhotels.com](mailto:chiswickres@moranhotels.com)  
Website: <http://www.chiswickmoranhotel.com>

#### **BSI Global Headquarters**

389 Chiswick High Road, London W4 4AL United Kingdom  
Tel: +44 20 8996 9000  
Fax: +44 20 8996 7001  
<http://www.bsigroup.com/en-GB/contact-us>

The meetings are hosted by BEC and BSI.



#### **Meeting days:**

The meetings will begin on Monday morning, May 5<sup>th</sup> and end on Friday May 9<sup>th</sup>. It should be noted that the IECQ Executive and IECQ WG meetings are for Members only.



### Schedule of the Meetings:

Day / Time	Meeting	Meeting Location
<b>Monday, 05 May 2014</b>		
09:00 – 12:00	<i>IECQ Working Group 8 – Automotive</i>	Chiswick Moran Hotel
13:00 – 17:00	<i>IECQ Working Group CABG 1 – LED's Under - Approved Component Initiative</i>	Chiswick Moran Hotel
<b>Tuesday, 06 May 2014</b>		
09:00 – 12:00	<i>IECQ Working Group 6 – Counterfeit Avoidance</i>	BSI Headquarters
13:00 – 17:00	<i>Avionics Industry Dialog Event</i>	BSI Headquarters
17:00 – 19:00	<i>IECQ Working Group 4 – Avionics</i>	BSI Headquarters
<b>Wednesday, 07 May 2014</b>		
09:00 – 12:00	<i>IECQ Working Group 5 – HSPM</i>	BSI Headquarters
13:00 – 16:00	IECQ CB Exchange + Training/Awareness	BSI Headquarters
16:00 – 19:00	IECQ Finance + IECQ Executive	BSI Headquarters
<b>Thursday, 08 May 2014</b>		
09:00 – 17:00	IECQ CABG Meeting (IECQ CBs)	BSI Headquarters
Evening	IECQ Annual Dinner Accompanying person(s) welcome.	Chiswick Moran Hotel
<b>Friday, 09 May 2014</b>		
09:00 – 17:00	IECQ MC Meeting	BSI Headquarters

## Registration and Accommodation

### Registration

An On-Line Registration Form will be available in **December 2013**, delegates are kindly requested to confirm their participation at the IECQ 2014 Meetings by completing the On-Line Registration Form.

### Coordinators of the meetings:

**Sarah HARDIE & Steve ALLAN**

**IECQ Secretariat Office**

286 Sussex Street

Sydney NSW 2000

Australia

Tel : +61 2 8206 6940

Fax: +61 2 8206 6272

E-mail: [info@iecq.org](mailto:info@iecq.org)

**Mr. Paul TURNER**

**BSI Milton Keynes**

Kitemark Court, Davy Avenue

Knowlhill, Milton Keynes MK5 8PP

United Kingdom

Tel : +44 845 080 9000

Email: [Paul.Turner@bsigroup.com](mailto:Paul.Turner@bsigroup.com)

Delegates are advised to check with their agency concerning regulations for **Visas**. If in any doubt, information can be obtained from your nearest local British Embassy or Consulate.

### Accommodation

**Chiswick Moran Hotel London**

626 Chiswick High Road,

London W4 5RY,

Tel: +44 20 8996 5200

E-mail: [chiswickres@moranhotels.com](mailto:chiswickres@moranhotels.com)

Website: <http://www.chiswickmoranhotel.com>

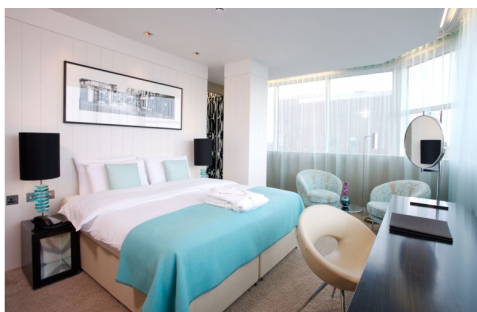
A series of rooms have been blocked at the Chiswick Moran Hotel. **Please contact the hotel directly by email** – quoting the booking ref: **BSI - CHISWICK**

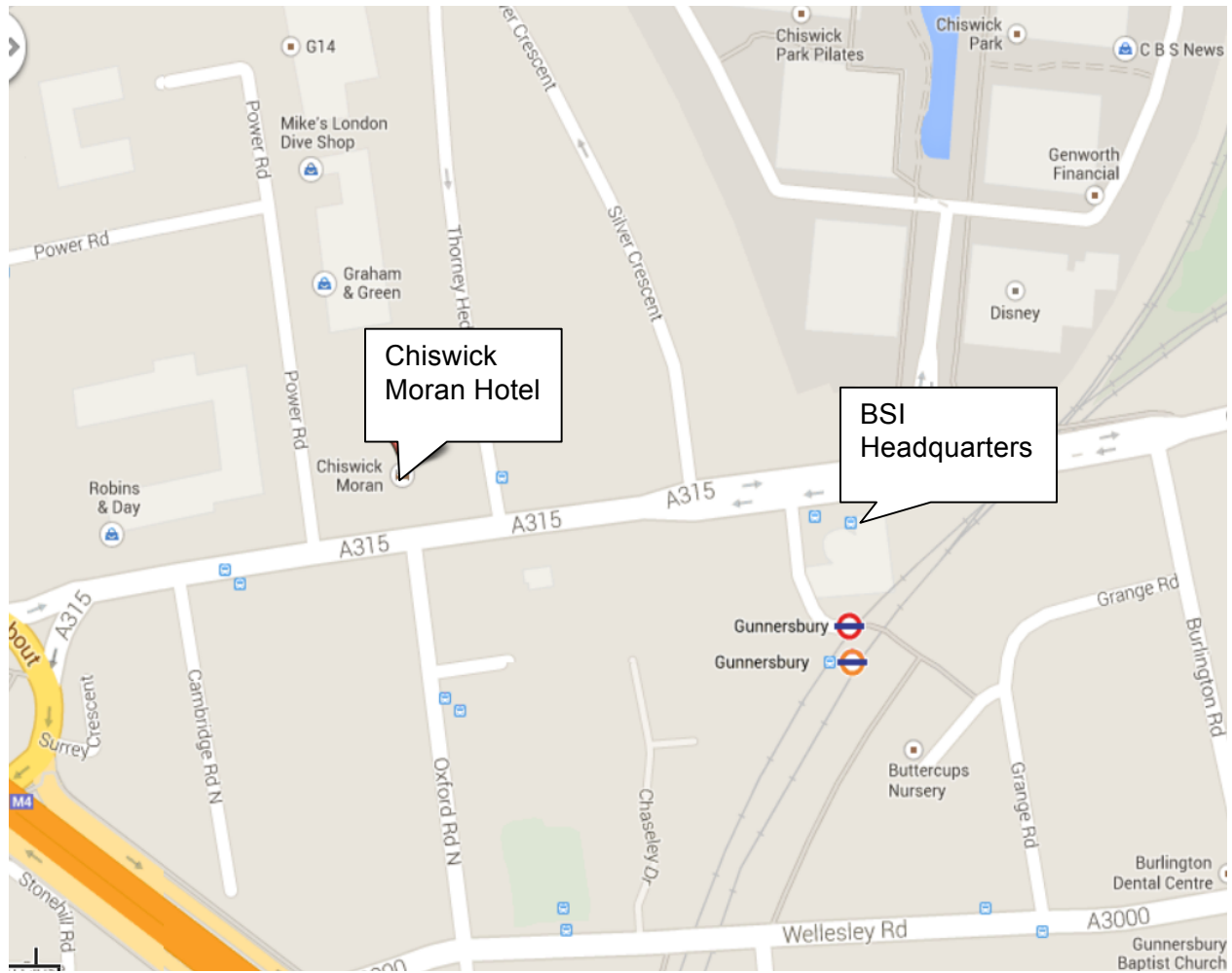
The accommodation rates are as follows:

#### **Nightly Rate:**

Deluxe Rooms - £136.50 including breakfast and VAT

Executive Rooms - £161.50 including breakfast and VAT





Alternatively, there are a range of other hotels within close proximity, for example:

**Best Western Chiswick Palace & Suites**

71-73 Chiswick High Road,  
London, W4 2LS  
+44 8457 76 76 76

<http://www.bestwestern.co.uk/hotels/chiswick-palace-and-suites-london-83906/hotel-info/default.aspx>

**Travelodge London Kew Bridge Hotel**

North Road, High Street,  
Brentford, London, TW8 0BD  
+44 871 984 6040

<http://www.travelodge.co.uk/hotels/48/London-Kew-Bridge-hotel>

**Breakfasts, Lunches and Dinner**

Delegates are responsible for their breakfast. Lunches will be provided to delegates of the IECQ series of meetings.

**Social Events Programme**

There will be a Dinner Thursday evening at the **Chiswick Moran Hotel**. Further details will be provided in due course.



## Location

Chiswick is a large suburb of west London, England, and part of the London Borough of Hounslow. Chiswick is located on a meander of the River Thames, 6 miles (9.7 km) west of Charing Cross.

London is the capital city of England and of the United Kingdom. With an estimated 8,308,369 residents in 2012, London is the most populous region, urban zone and metropolitan area in the United Kingdom and is the largest city in the European Union.

London is a leading global city with strengths in the arts, commerce, education, entertainment, fashion, finance, healthcare, media, professional services, research and development, tourism and transport all contributing to its prominence.

## Arrival

London Heathrow Airport or Heathrow is a major international airport serving London, England. Located in the London Borough of Hillingdon, in West London, Heathrow is London's main airport. It is used by over 90 airlines flying to 170 destinations worldwide. The airport is the primary hub of British Airways, and is a base for Virgin Atlantic.

### Public transport to and from Heathrow Airport.

#### TRAINS

- **Heathrow Express:** a non-stop service directly to London's Paddington station; trains leave every 15 minutes for the 15-minute journey (21 minutes to/from Terminal 5). Trains depart from Heathrow Terminal 5 station or Heathrow Central station (Terminals 1 & 3). A Heathrow Express transfer service operates between Terminal 4 and Heathrow Central to connect with services from London and Terminal 5. Please visit [www.heathrowexpress.com](http://www.heathrowexpress.com)
- **Heathrow Connect:** a stopping service to Paddington calling at up to five National Rail stations en route – trains leave every 30 minutes for the 27-minute journey. Heathrow Connect services terminate at Heathrow Central station (Terminals 1 & 3). Please visit [www.heathrowconnect.com](http://www.heathrowconnect.com)
- **London Underground Piccadilly line:** four tube stations serve the airport – Terminals 1, 2, 3; Terminal 4; Terminal 5 serves the passenger terminals, and Hatton Cross the maintenance areas. The standard journey time from Heathrow Terminals 1 & 3 tube station to Central London is around 40–50 minutes. Please visit <http://www.heathrowairport.com/transport-and-directions/underground> or see page 8 of this document for map.
- **South West Trains** has a direct bus transfer to Feltham railway station, allowing passengers to change services towards Reading and Windsor or Clapham Junction and Waterloo Station. Please visit <http://www.heathrowairport.com/transport-and-directions/trains>

#### BUS

Many buses and coaches operate from the large Heathrow airport central bus station serving Terminals 1 and 3, and also from bus stations at Terminals 4 and 5. Services include the following:

- Long-distance coach services operated by **National Express** and **Oxford Bus Company** to various parts of the UK, including Victoria Coach Station in London. Please visit [www.nationalexpress.com](http://www.nationalexpress.com) and [www.oxfordbus.co.uk](http://www.oxfordbus.co.uk)



- **HotelHoppa** buses connect each terminal with hotels in the Heathrow area. Please visit <http://www.heathrowairport.com/transport-and-directions/buses-and-coaches/hotel-buses>
- There are two **RailAir** coach services connecting nearby railway stations with the airport using dedicated non-stop coaches and running to:
  - Reading railway station, connecting with railway services to the West Country, South Wales, Midlands, the North of England and the south coast of England
  - Woking railway station, for destinations in Surrey, Hampshire, Dorset and Wiltshire
  - A connection to Feltham railway station, for Richmond, Camberley, Bracknell, London Waterloo and Clapham Junction, using London Buses route 285 (route 490 from Terminals 4 and 5) Please visit [www.railair.com](http://www.railair.com)
- Express bus services to Watford, St Albans and Harlow (Green Line route 724), Croydon (London Buses route X26) and High Wycombe (Carousel Buses)
- Local bus services by London Buses, First Berkshire & The Thames Valley and other companies to nearby towns and London suburbs
- Night bus N9 operates to central London at night when the trains do not operate

### **Taxis at Heathrow**

Taxis are available at all terminals.

### **By Road to and from Heathrow**

Heathrow is accessible via the nearby M4 motorway and A4 road (Terminals 1–3), the M25 motorway (Terminals 4 and 5), and the A30 road (Terminal 4). There are drop off and pick up areas at all terminals and short and long stay multi-storey car parks. Additionally, there are car parks not run by BAA just outside the airport, the most recognisable is the National Car Parks facility although there are many other options; these car parks are connected to the terminals by shuttle buses.

For more information regarding Heathrow Airport and its facilities please visit [www.heathrowairport.com](http://www.heathrowairport.com)

### **Currency**

The UK's currency is the pound sterling (£ / GBP). Despite being a member of the European Union, the UK has not adopted the euro.

There are 100 pence (p) to the pound (£). Notes come in denominations of £5, £10, £20 and £50. Coins come in 1p, 2p, 5p, 10p, 20p, 50p, £1 and £2.

### **Weather**

Winters are generally chilly to cold with frost usually occurring in the suburbs on average twice a week from November to March. Snow usually occurs about four or five times a year mostly from December to February. Snowfall during March and April is rare but does occur every two or three years. Winter temperatures seldom fall below  $-4^{\circ}\text{C}$  or rise above  $14^{\circ}\text{C}$ .

Summers are generally warm and sometimes hot, with an average July temperature high of  $24^{\circ}\text{C}$ . Rain generally occurs on around 2 out of 10 summer days. Spring and Autumn are mixed seasons and can be pleasant.

## Time Zone

Standard Time Zone for London, UK: No UTC/GMT offset.  
Daylight savings Time (bring clock 1 hour forward) starts Sunday 30<sup>th</sup> March 2014 and ends on Sunday 26<sup>th</sup> October 2014.

## Electrical Supply



Type G: 230 V, 50 Hz