



Asia-Europe Meeting

# 亚欧水资源研究和利用中心

ASEM Water Resources Research and Development Center

## Administrative Circular of the 6<sup>th</sup> ASEM Seminar on Urban Water Management

### I. Date and Venue

October 22, 2024, Changsha, Hunan Province, China

October 23-24, 2024, Zhangjiajie, Hunan Province, China

### II. Venue Addresses

Changsha City, Hunan Province: Hotel (TBC)

Zhangjiajie City, Hunan Province: Hotel (TBC)

### III. Conference Registration

1. Fill in the Registration Form: Please fill in the information in the Form according to the needs of interested participants and give timely feedback according to the instructions below the Form.

2. Online Registration: Please visit the official website of the event, or register online through the WeChat Applet/WeChat Official Account (not yet open).

3. Participants are required to wear badges (available at the check-in desk) to enter and exit the venue, have meals, etc.

**4. The third plenary session will be held as a parallel session to the NEAR “Innovation+” Specialized Committee on Green Development, with the theme of “Case Sharing of Technology Innovation Practice” (Only for participants from the Northeast Asia region).**

5. Contact information of the Organizing Committee

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ASEM Water Resources Research and Development Center

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#### **IV. Participation Fee**

No registration fee is required for participants.

The Seminar Organizing Committee will cover costs of the Seminar venue, Seminar facilities, lunch (buffet style), and other costs related to the Seminar.

#### **V. Working Language**

English. Chinese and English simultaneous interpretation is available.

#### **VI. Attire**

Business attire is recommended

#### **VII. Notes for Participation**

1. The Organizing Committee will arrange the speakers and the order of speeches according to the registration situation and actual needs.

2. Speakers are required to submit their personal information, corresponding speech content, etc., according to the requirements of the Organizing Committee within a specified period of time, and will be reviewed by the Organizing Committee.

3. The Seminar is an academic activity, participants should actively participate in the Seminar according to the agenda and guidance of the moderator, and should not be involved in political positions, or publish insults, rumors, or defamation of other countries, organizations, and individuals, as well as controversial statements.

4. The interpretation right of the Seminar shall ultimately belong to the Organizing Committee.