



## Third session of South Asian Climate Outlook Forum (SASCOF-3)

*Pune, India, 19-20 April  
2012*

### General Information

The third session of South Asian Climate Outlook Forum (SASCOF-3) will be co-hosted by the India Meteorological Department (IMD) through its National Climate Centre (NCC), and the Indian Institute of Tropical Meteorology (IITM), located in the city of Pune, India, from 19 to 20 April 2012. The session will be conducted in English only and there will be no arrangements for translation. SASCOF-3 will be preceded by a Capacity Building Workshop for the operational climate experts of the South Asian countries, from 16 to 18 April 2012. These meetings are co-sponsored by the World Meteorological Organization, IMD and IITM.

### Venue

The training workshop will be held at IMD/NCC at Shivajinagar, Pune 411005, India, from 16 to 18 April 2012, while SASCOF-3 will be held at the Indian Institute of Tropical Meteorology (IITM; <http://www.tropmet.res.in>), Pune 411008, India, from 19 to 20 April 2012.

### Entry visa requirement

Foreign participants may need a visa to enter India. Participants are kindly requested to inquire about visa requirements from their respective Consulates or Embassies of India. It is important to take advance action for obtaining the visas, as there could be significant waiting periods for scheduling appointments for visa applications in some countries. All foreign participants are also required to complete the attached Bio-Data form and send this to Dr. Arvind Kumar Srivastava (contact details indicated below) who can also arrange a letter of invitation in support of the visa application.

### Hotel Information

A block of rooms has been reserved for participants at the following hotel which is located within a distance of 10 km from the venue:

#### **Orchid Hotel**

Adjacent to Chhatrapati Shivaji Sports Complex  
Pune-Bangalore Highway, Balewadi,  
Pune- 411045.  
Telephone: +91-20-67914040

Fax: +91-20-67914141

Contact Person:  
Ms. Geeta Patel  
Front office manager  
Tel. : 7738360390  
email : [fom@orchidhotelpune.com](mailto:fom@orchidhotelpune.com)  
website : <http://www.orchidhotel.com>

## Local Transport

Local transportation is being arranged by the local organizers to pick up the participants from the airport, as well as from the hotel to the venue of the workshop.

## Directions

Pune has an international airport but has only limited international connections. Mumbai is the closest major international airport with convenient air, rail and road connections. Pune also has several air links with New Delhi, Bangalore and other major Indian cities. For those arriving via Mumbai, it is relatively more convenient to proceed to Pune by road rather than wait for several hours for the connecting flight. If required, the organizers can arrange a taxi from Mumbai to Pune for around \$65. For further information, see

<http://www.tropmet.res.in/How%20to%20reach-31-Page>

## Computer and Internet Access

Limited access to computers will be provided to the participants, for the practical sessions. ***Participants are strongly encouraged to bring their own Wi-Fi/Ethernet-ready laptop computers for use with the practical exercises.*** Wireless Internet access is available at the venue. Internet access via network cables can also be provided at the conference tables during the meeting. Internet access including wi-fi is complimentary at **Orchid Hotel**

## Conference Support

Projection capability will be available for presentations as well as white boards, poster boards, and general office supplies. Copier and facsimile services will also be available. Printed copies of documents can be made available, as needed.

## Electricity

The mains supply in India is 220 V (50Hz). If you wish to use an electrical appliance, you may need an appropriate international adaptor plug.

## Currency and Credit Cards

Local currency is Indian Rupee (INR). Visa, MasterCard, American Express and Diners cards are accepted in major establishments, but cash transactions are the norm in most places. You should always verify what cards are accepted by any business before trying to use one. Many businesses post on the entrance door or in other conspicuous areas which cards are accepted. If uncertain, verify from business staff.

Most banks in the area also have ATMs which normally operate for 24 hours. Stand-alone ATMs can also be found at several locations around the city. Banks will also cash Traveller's Cheques although you will probably need to show some identification, such as a passport.

## Time Zone

The Indian Standard Time is UTC+5.30, and there is no daylight saving concept.

## Local Weather

April marks the middle of the pre-monsoon season in Pune. Average high/low temperatures range from 38 degrees Celsius (~100 degrees Fahrenheit) during the day, to 20 degrees Celsius (68 degrees Fahrenheit) at night in April. Being the hottest month of the year, it is not unusual for some April days to reach above degrees 42 Celsius (>108 degrees Fahrenheit). The weather is practically dry in April, with a mean monthly rainfall of 16 mm, but an occasional thunder shower cannot be ruled out. Relative humidity varies between about 30 and 50% at this time of the year in Pune.

## Additional Local Information

<http://en.wikipedia.org/wiki/Pune>

## Local Contact

For any additional local information or assistance that you may require, please contact:

Dr. A. K. Srivastava  
Director, National Climate Centre  
India Meteorological Department  
Pune 411 005  
India

Telephone: +91-20-25533426  
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Fax: +91-20-25535435  
Email: [aks@imd pune.gov.in](mailto:aks@imd pune.gov.in), [aksrivastava@hotmail.com](mailto:aksrivastava@hotmail.com), [aks\\_ncc2004@yahoo.co.in](mailto:aks_ncc2004@yahoo.co.in)

## WMO Contacts

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## BIO-DATA FORMAT

1. Full name (expanding the initials) :
2. Nationality :
3. Date of birth :
4. Gender : Male/Female
5. Parents name and nationality: : Mother Nationality  
Father: Nationality
6. Educational qualification :
7. Present Address (including email, fax & Telephone) :
8. Permanent Address (including email, fax & Telephone) :
9. Passport number, date and Place of issue and its validity :
10. Occupation :
11. Whether previously in India, if so, date and place of previous visit :
12. Present Post held :
13. Name and address of Employer :
14. Area of specialization & field of Study :
15. Research Experience / Published papers :

(Name & signature)

Please return this form to Dr A. K. Srivastava, India Meteorological Department, via fax (+91-20-25535435) or email ([aks\\_ncc2004@yahoo.co.in](mailto:aks_ncc2004@yahoo.co.in)).