



**IEA Technology Collaboration  
Programme on Energy Efficient  
End-Use Equipment (4E)**

**Administrative Circular**

20<sup>th</sup> IEA Technology Collaboration Programme on Energy Efficient End-use Equipment (4E TCP)  
Executive Committee & Annex meetings

13-17 November 2017  
Canberra, Australia

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# Introduction

Twelve countries from the Asia-Pacific, Europe and North America have joined together under the forum of 4E to share information and transfer experience in order to support good policy development in the field of energy efficient appliances and equipment.

## Background

4E was launched in 2008 as a new IEA Implementing Agreement to fill the gap in international coordinated work on efficient end-use appliances by providing a forum for countries to share expertise, and develop their understanding of the technologies and issues involved.

From the outset, 4E has aimed to deliver projects that answer some of the key policy questions faced by governments. Resource constraints have demanded that we prioritise projects that add value for our members, represent a true collaborative effort and lead to significant energy and greenhouse savings. 4E's strategic planning has guided this process, and throughout the existence of 4E we have refined and altered the organisation in an attempt to make it better able to deliver the outcomes wanted by members.

## 4E OBJECTIVES

The Programme to be carried out shall consist of international efforts to promote government actions that encourage the use of energy efficient end-use equipment and systems. The Technology Collaboration Programme provides a forum for member country delegates and invited stakeholders to:

- Collect and analyse information, share expertise and pool resources on energy efficient end-use equipment systems;
- Coordinate internationally acceptable approaches that promote energy efficient end-use equipment and systems; and
- Develop greater understanding of policies and practices in the field of energy efficient end-use equipment and systems.

These objectives will be met by collecting and sharing information on end-use equipment technologies and programmes and pooling resources for projects and tasks.

## Programme Outline

Detailed programmes for the meetings and workshops will be provided as soon as possible.

Monday, 13 November 2017	Monitoring, Verification and Enforcement (MV&E) workshop
Tuesday, 14 November 2017	The way ahead for product energy efficiency and 4E's role
Wednesday, 15 November 2017	Electronic Devices and Networks Annex (EDNA) meeting
Thursday, 16 November, 2017	20 <sup>th</sup> IEA 4E Executive Committee (ExCo) meeting
Friday, 17 November 2017	Digitalisation and energy productivity workshop

### **Additional Meeting/s and Activities:**

Monday 13 November	Welcome to Country, Didgeridoo performance
Tuesday 14 November	National Portrait Gallery curator tour
Wednesday 15 November	Ngunnawal cultural interpretation walk <i>(Participants should dress appropriately and wear smart casual clothing, walking shoes and have a hat)</i>
Thursday 16 November	ExCo Dinner – Onred, Red Hill Lookout

# Visa Requirements

Unless you are an Australian or New Zealand citizen, you will need a valid Australian visa to enter the country. New Zealand passport holders can apply for a visa upon arrival in the country. All other passport holders must apply for a visa before leaving home. You can apply for a range of visas, including tourist visas and working holiday visas, at your nearest Australian Embassy or Consulate. You can also apply for certain types of visas on the [Australian Department of Immigration and Border Protection](#) website.

## **Items prohibited from bringing into Australia**

Australia's customs laws prevent you from bringing drugs, steroids, weapons, firearms and protected wildlife into Australia. Some common items such as fresh or packaged food, fruit, eggs, meat, plants, seeds, skins and feathers are also prohibited. For more information visit the [Australian Government Department of Immigration and Border Protection](#) website.

## **Duty-free concession limits for people entering Australia**

General goods: \$AUD 900 worth of goods per adult (18 years or over); \$AUD 450 worth of goods per child.

Alcohol: Up to 2.25 litres (0.5 imperial gallons or 0.59 US gallons) of alcoholic beverages (liquor, wine and Champagne) per adult.

Tobacco: 50 cigarettes or 50 grams (1.76 ounces) of cigars or tobacco products per adult.

For more information please visit:

<https://www.border.gov.au/Trav/Visa-1>

[Australian Visa Services - Electronic Travel Authority to Australia](#)

# Meeting Venue

The National Portrait Gallery will be the venue for the 20<sup>th</sup> 4E ExCo & Annex meetings in Canberra, 13 - 17 November 2017.



The National Portrait Gallery in Australia is a collection of portraits of prominent Australians that are important in their field of endeavour or whose life sets them apart as an individual of long-term public interest. The collection was established in May 1998, and until 2008 was housed in Old Parliament House and in a nearby gallery on Commonwealth Place. On 4 December 2008, its permanent home opened on King Edward Terrace, Canberra beside the High Court of Australia.

**Address:** King Edward Terrace, Parkes, Canberra Australian Capital Territory 2600

**Phone:** 02 6102 7000

**Website:** <http://www.portrait.gov.au/>

## Terrace Room One

Entry is through the Gordon Darling Hall, opposite the Western Courtyard, and on the north side, the room opens onto an outdoor-heated terrace with lovely views of gardens and the lake.



# Additional Meetings and Activities

## **Monday 13 November** – Welcome to Country followed by a Didgeridoo performance.

A Welcome to Country is an official welcome by a senior Aboriginal or Torres Strait Islander custodian or elder to their lands and is a way we can show respect for the Ngunnawal peoples.

Protocols for welcoming visitors to Country have been a part of Aboriginal and Torres Strait Islander cultures for thousands of years. Despite the absence of fences or visible borders, Aboriginal and Torres Strait Islander groups had clear boundaries separating their Country from that of other groups. Crossing into another group's Country required a request for permission to enter. When permission was granted the hosting group would welcome the visitors, offering them safe passage and protection of their spiritual being during the journey. While visitors were provided with a safe passage, they also had to respect the protocols and rules of the land owner group while on their Country.

Today, obviously much has changed, and these protocols have been adapted to contemporary circumstances. However, the essential elements of welcoming visitors and offering safe passage remain in place. A Welcome to Country occurs at the beginning of a formal event and can take many forms including singing, dancing, smoking ceremonies or a speech in traditional language or English. A Welcome to Country is delivered by Traditional Owners, or Aboriginal and Torres Strait Islander people who have been given permission from Traditional Owners, to welcome visitors to their Country.

## **Wednesday 15 November** – Dharwra Aboriginal Guided Tour – Mount Majura short 2 hour bush walk

Participants should dress appropriately for outdoor walking and wear smart casual clothing, closed toe walking shoes and hat.

At 888 metres, Mount Majura is the highest peak in suburban Canberra. It provides a habitat for a wide range of wildlife, including a number of threatened species, as well as various opportunities for recreation.

Highlights: Bush foods; scar tree; artefacts and their traditional uses; scenic view of Mount Majura valley.

The Ngunnawal people are the Indigenous Australian inhabitants whose traditional lands encompass much of the area now occupied by the city of Canberra and the surrounding Australian Capital Territory.

When first encountered by European settlers in the 1820s, the Ngunnawal people lived in an area roughly bounded by what is now the towns of Braidwood, Goulburn, Boorowa, Harden, Gundagai and Cooma. The Ngunnawal people are neighbours of the Yuin (on the coast), Ngarigo (south east of Canberra), Wiradjuri (to the west of Yass) and Gundungurra (to the north) peoples.

The Ngunnawal people are still actively involved in the protection and preservation of our culture.

## **Thursday 16 November** – ExCo Dinner at Onred Restaurant, Red Hill

# Getting to the Portrait Gallery

To get to your hotel or the venue from the airport. You can take a taxi or use one of the options of public transportation listed below at your own expense.

○ Canberra Airport, Terminal Circuit, Australian Capital Territory 2609  
⋮  
📍 Barton, Australian Capital Territory 2600

**9 min** (6.6 km) via Morshead Dr  
**12 min** (8.4 km) via Fairbairn Ave

The taxi rank is located centrally on the ground floor of the terminal building, just a short walk from the baggage carousels. The taxi rank is fully undercover and the waiting area is indoors for your convenience.

Four taxi companies operate from Canberra Airport:

**ACT Cabs**

(02) 6280 0077

[www.actcabs.com.au/](http://www.actcabs.com.au/)

**Cabxpress**

(02) 6260 6011

[www.cabxpress.com.au](http://www.cabxpress.com.au)

**Canberra Elite**

13 22 27

[www.canberracabs.com.au](http://www.canberracabs.com.au)

**Queanbeyan Taxi Co-op.**

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**Rental Cars**



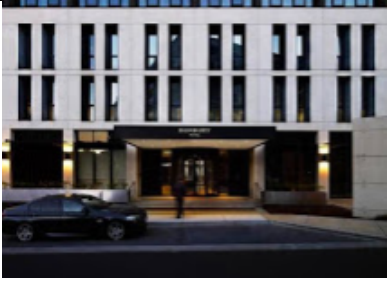
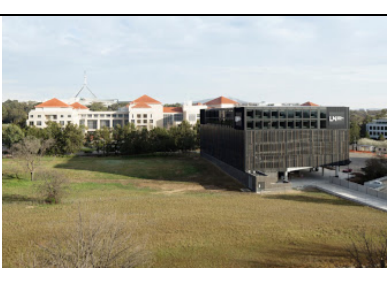

Canberra Airport has several car rental companies located on the arrivals (lower) level of the roadway just outside the terminal. While it's best to book ahead, rental cars are available on the day.

AVIS	<a href="http://www.avis.com.au">www.avis.com.au</a>	02 6219 3033
Europcar	<a href="http://www.europcar.com.au">www.europcar.com.au</a>	02 6213 3033
Hertz	<a href="http://www.hertz.com.au">www.hertz.com.au</a>	02 6249 6211
Thrifty	<a href="http://www.thrifty.com.au">www.thrifty.com.au</a>	02 6248 9081



## Accommodation

We kindly request that you make your own hotel reservation for this event *and suggest using one of the official international hotel reservation systems.*

	<p><b>Hotel Kurrajong (4 Star)</b></p> <p>8 National Circuit, Barton  P: 02 6234 4444  <a href="https://www.hotelkurrajong.com.au/rooms/">https://www.hotelkurrajong.com.au/rooms/</a></p> <p><i>Daily Rates: \$229.00 AUD</i></p>
	<p><b>Hotel Realm (5 Star)</b></p> <p>18 National Circuit, Barton  P: 02 6163 1800  <a href="http://hotelrealm.com.au">http://hotelrealm.com.au</a></p> <p><i>Daily Rates: \$249.00 AUD</i></p>
	<p><b>Burbury Hotel (4 Star)</b></p> <p>1 Burbury Close, Barton  P: 02 6163 1800  <a href="http://burburyhotel.com.au/">http://burburyhotel.com.au/</a></p> <p><i>Daily Rates: \$229.00 AUD</i></p>
	<p><b>Little National Hotel (4 Star)</b></p> <p>21 National Circuit, Barton  P: 02 6188 3200  <a href="http://littlenationalhotel.com.au/">http://littlenationalhotel.com.au/</a></p> <p><i>Daily Rates: \$209.00 AUD</i></p>
	<p><b>Brassy Hotel (4 Star)</b></p> <p>Macquarie Street &amp; Belmore Gardens, Barton  P: 02 6273 3766  <a href="http://brasseymotel.com.au/">http://brasseymotel.com.au/</a></p> <p><i>Daily Rates: \$179.00 AUD</i></p>

# General Information

## Climate

### Canberra has a dry climate. Weather Statistics for November

Mean maximum temperature (°C)	24
Mean minimum temperature (°C)	10
Mean rainfall (mm)	60
Mean number of days of rain $\geq$ 1 mm	7
Mean number of clear days	7
Mean number of cloudy days	10

#### WEATHER

Canberra has a dry climate. Average maximum temperature.

Month	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Temperature °C	29°	28°	25°	20°	16°	12°	12°	14°	16°	20°	24°	26°
Temperature °F	84°	82°	77°	68°	61°	54°	54°	57°	61°	68°	75°	79°

For the current weather in Canberra, please visit: [www.bom.gov.au/act/forecasts/canberra](http://www.bom.gov.au/act/forecasts/canberra)

## Time Zone

During Daylight Saving Time (first Sunday in October – first Sunday in April)

Time zone	State or territory	City
Australian Eastern Daylight Time (AEDT)	New South Wales (except Broken Hill), Victoria, Tasmania, Australian Capital Territory	Sydney, Melbourne, Hobart, Canberra

For more information please visit: [time zones and daylight saving](#)

## International Dialling Codes

The country code for Australia is +61. The area code for Canberra is 02.

## Electricity Supply



*Australian outlet and power cord*

## Voltage Converters

Mains voltage in Australia is 230V 50Hz. Travellers from most nations in Asia, Africa and Europe should have appliances that work on the same mains voltage as Australia - therefore you will not need a voltage converter. Notable exceptions to this are Japan, USA and Canada which uses 100/120V 50/60Hz.

If your country does not use appliances within the 230V 50Hz mains voltage range, you will need to purchase a voltage converter. This will transform the voltage from the power outlet into one your appliance can use.

## Currency, Banking, Credit Cards and ATMs

The Australian Dollar is the currency of Australia. Our [currency rankings](#) show that the most popular Australia Dollar exchange rate is the [AUD to GBP rate](#). The [currency code](#) for Dollars is AUD, and the [currency symbol](#) is \$. Currency converter [Australian Dollar rates](#)

The official currency in Australia is the AUS dollar, which is available in the following denominations.

Banknotes frequently used: \$5, \$10, \$20, \$50, \$100

Coins frequently used: \$1, \$2, 5c, 10c, 20c, 50c

Cash can usually be exchanged at exchange offices.

Banking hours are generally Monday to Friday from 9:00 am to 5:00 pm

Cash machines (ATMs) are available throughout Australia, major credit and bank cards are accepted. The National Portrait Gallery does **not** have an ATM machine, the closest ATM can be found at the National Gallery of Australia (250m) or the Department of the Environment and Energy (190m).

## Medical Service

Barton General Practice - Suite 2 / 3 Sydney Avenue, Barton, ACT 2600

Appointments and Enquiries: (02) 6210 5020 (from 8.00am)

Practice Hours (by Appointment): Monday to Friday: 7.30am to 6.00pm, Saturday: 8.30am to 12.30pm

Most Sundays: 9.00am to 12.00pm

## Emergency Numbers

<http://www.health.act.gov.au/public-information/consumers/emergency-contacts>  
[www.health.act.gov.au/public-information/consumers/emergency-contacts](http://www.health.act.gov.au/public-information/consumers/emergency-contacts)

ACT Policing - (02) 6256 7777 (24hrs)

ACT Emergency Services Agency - 000 (Emergency), (02) 6207 8455 (Reporting a storm or flood incident) or (02) 6207 8451 (General inquiries)

ACT Ambulance Service - 000 (Emergency), (02) 6207 9900 (Non-emergency) or (02) 6207 9980 (Enquiries) ACT Ambulance Fees and Charges.

## Closest Hospital

Canberra Hospital is a public hospital located in Garran. Demands on the emergency department are very unpredictable, so waiting times do vary.

**After hours alternatives** - healthdirect Australia

healthdirect gives you easy access to health advice, and information about general practice and after hours medical, pharmacy and dental services in our local area. Call healthdirect on 1800 022 222 or (02) 6207 7777 to speak with a registered nurse 24 hours a day.

## Closest Pharmacy

Barton Pharmacy	Suite 81, 2/3 Sydney Avenue, Barton	02 6273 0308
Kingston Capital Chemist	58 Giles Street, Kingston	02 6295 9146
Priceline Pharmacy Manuka	18-20 Franklin Street, Manuka	02 6162 0007

## Wireless Internet

Public Wi-Fi is accessible throughout the Gallery. From your mobile device settings, select **NPG - PUBLIC**. No password or login is required, and there is no time limit. There is a content filter but most people will not find it restrictive.

Whether you are visiting in person or online, our Portrait Stories app (for iPhone and iPad) is a good way to explore all we know about the portraits and the people they represent.

## Closest Grocery stores

Barton Grocer	48 Macquarie St, Barton	0438 414 409
Kingston Supabarn Express	66 Giles Street, Kingston	02 6179 4767
Coles Supermarkets Manuka	The Terrace, Manuka	02 6126 9600

## Local Transport and Australian Airports

Taxis are usually available at the airport; if not, Canberra taxi phone numbers are

**ACT Cabs**

(02) 6280 0077

[www.actcabs.com.au/](http://www.actcabs.com.au/)

**Cabxpress**

(02) 6260 6011

[www.cabxpress.com.au](http://www.cabxpress.com.au)

**Canberra Elite**

13 22 27

[www.canberracabs.com.au](http://www.canberracabs.com.au)

**Queanbeyan Taxi Co-op.**

13 22 11

ACTION bus routes run from the various city centres past the National Portrait Gallery on a regular basis. Routes 1, 2, 3, and 80 on weekdays, and routes 934 and 935 on weekends and public holidays. For the latest bus timetable information please visit the [ACTION buses website](#) or [Google Transit](#).

Canberra Airport is located 15 minutes by car from the National Portrait Gallery.

A taxi ride from the Canberra airport to Barton costs around \$18.50 – \$26.00 one way

# Tourist Guide

## History of Canberra

Canberra, in the Australian Capital Territory, is Australia's capital city. After Federation in 1901, a site for the capital was sought, and Canberra was selected. The Australian Capital Territory was declared on 1 January 1911 and an international competition was held to design the new capital city of Australia. The competition was won by a submission from American architect Walter Burley Griffin with drawings drafted by Marion Mahony Griffin.

## You are on Ngunnawal land - Canberra

For 21,000 years the Canberra region has been home to the Ngunnawal people. Evidence of their long occupation exists in archaeological evidence found at Birrigai Rock Shelter at Tidbinbilla Nature Reserve, in rock paintings in Namadgi National Park and in other places throughout the Australian Capital Territory (ACT). When Europeans settled the area in the early 1820s hundreds of Aboriginals lived in the area, meeting regularly for corroborees and feasts and then breaking off into smaller bands.

The Aboriginals moved about to take advantage of seasonal foods, such as bogong moths which arrived in their thousands during the summer months.

As elsewhere in Australia, European settlement disrupted Aboriginal patterns of land use and movement across the country, and many Aboriginals died from European-brought diseases like influenza, smallpox and tuberculosis.

Aboriginals continued to live in the area, often working on sheep properties, their numbers diminished by illness and starvation, their culture and language in decline.

## A capital city for Australia

Subsequent to Federation in 1901, the Commonwealth Parliament was formed. The grand opening ceremony was held on 9 May 1901 in Melbourne's Exhibition Building. The Commonwealth Parliament continued to sit in Melbourne as the site of the national capital was not yet decided.

The New South Wales Government commissioned a report suggesting possible locations for the seat of Government for the new Commonwealth of Australia. The report suggested three places — Bombala, Yass-Canberra, and Orange — which made it to a short list, and suggested others which were rejected: Albury, Tumut, Cooma and Armidale.

The decision for the Yass-Canberra option was made in 1908 by the Commonwealth Parliament and shortly afterwards the Commonwealth surveyor, Charles Scrivener, was dispatched to choose a site. His instructions were to choose somewhere picturesque, distinctive, and with views.

The Australian Capital Territory was declared on 1 January 1911 and an international competition to design the new capital city of Australia was held. More than 130 entries were received in the competition and the winning entry was submitted by American architect Walter Burley Griffin and his partner and wife, Marion Mahony Griffin.

The first Commonwealth Parliament House opened in Canberra in 1927. The Australian Capital Territory became a self-governing territory in 1989.

For more useful links on Canberra's history, cultural icons or tourism and events visit:

<http://www.australia.gov.au/about-australia/australian-story/canberra-australias-capital-city>

## Restaurants

Kingston foreshore is one of Canberra's inner south best dining hotspots with an array of cafes, pubs, bars, take-away restaurants and gourmet eateries to suit any taste. Just some of the precinct's many cuisine styles include Thai, Italian, Chinese, Indian, Mediterranean and Steaks & Burgers.

Each of the hotels list within this pack have an in-house restaurant.

