



ADMINISTRATIVE NOTE

**5th Meeting
of the BRICS Working Group
on Research Infrastructures and Mega-science Projects**

**23 – 25 October 2023
Stellenbosch, Protea Marriot, South Africa**



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1. INTRODUCTION

According to the BRICS Science, Technology, and Innovation (STI) Calendar of Activities for 2022-2023, it was agreed that the BRICS partners will convene the 5th Meeting of the BRICS Working Group on Research Infrastructure and Mega-science Projects in South Africa.

The Meeting will take place from **23 to 25 October 2023** in Stellenbosch, South Africa, in-person. The meeting is organised by the National Research Foundation (NRF) with the support of the Department of Science and Innovation of South Africa. This Administrative Note provides preliminary information on administrative procedures, accommodation and meeting logistics and general requirements for participants. South Africa warmly welcomes participants of the 5th Meeting of the BRICS Working Group on Research Infrastructure and Mega-Science Projects and wishes efficient and productive cooperation.

2. BACKGROUND INFORMATION

In 2015 the Governments of the BRICS countries adopted the Memorandum of Understanding (MoU) on Cooperation in STI which among other issues stated provisions for establishment of three STI governing bodies namely: BRICS Ministerial Meetings, BRICS STI Senior Officials Meeting, and the BRICS STI Working Groups. During Russia's chairship of BRICS in 2015, the BRICS STI Ministers adopted the Moscow Declaration encouraging, i) the cooperation within large-scale infrastructure, including mega-science projects, and ii) coordination of the existing large-scale national programmes of the BRICS countries. Based on the Moscow Declaration, the Ministers endorsed the establishment of the BRICS Working Group on Research Infrastructures and Mega-science Projects.

The 1st meeting of the BRICS Working Group on Research Infrastructures and Mega-science Projects was held in May 2017 in Dubna, Russia. During this meeting, the Terms of Reference of the BRICS Working Group was adopted. The second meeting of the Working Group was held in March 2018 in Campinas, Brazil. During the meeting the Russian delegation addressed the need to create a common platform for organising the work of international teams in large Research Infrastructures and Mega-science projects. It was proposed that a BRICS Global Research Advanced Infrastructure Network (**BRICS**

GRAIN) and its web portal be created. The third meeting of the Working Group took place in December 2019 in Shanghai, China. During this meeting, the BRICS countries exchanged information on existing Research Infrastructure facilities planned to be shared within BRICS GRAIN. The fourth meeting of the Working Group took place in August 2022 in Novosibirsk, Russia. The Strategic Plan on BRICS Research Infrastructure cooperation was adopted to further develop the activities of the Working Group. The fifth meeting of the Working Group is scheduled to take place from 23 to 25 October 2023 in Stellenbosch, South Africa to further develop the activities of the BRICS Working Group on Research Infrastructures and Mega-science Projects and strengthen scientific and technical cooperation between the BRICS countries in the field of large research infrastructures.

The BRICS Global Research Advanced Infrastructure Network (**BRICS GRAIN**) is one of the main initiatives of the Working Group on Research Infrastructure and Mega-science Projects. BRICS GRAIN includes existing Research Infrastructure facilities as well as the developing Research Infrastructures of BRICS countries. The platform created under the Russian initiative is intended to raise awareness within the global community of the mega-science projects under the framework of BRICS STI cooperation on Research Infrastructures within joint effort, fostered and developed by scientists and researchers from Brazil, Russia, India, China, and South Africa. BRICS GRAIN established digital Web Platform (<http://brics-grain.org/>). It was designed in 2018 to facilitate scientific collaboration of BRICS countries as well as to enhance BRICS Working Group collaboration on Research Infrastructures and Mega-science Projects. The BRICS GRAIN web platform provides information and the list of available research opportunities for BRICS scientists. At present the Web Platform contains information about 20 Research Infrastructures in BRICS member countries with operational or developing status in five scientific domains: energy, nanotechnology, bioscience, fundamental physics, and astronomy.

3. DETAILS OF VENUE

The fifth meeting of the BRICS Working Group on Research Infrastructure and Mega-science Projects is scheduled to take place from 23 to 25 October 2023 in Stellenbosch, South Africa at the **Stellenbosch, Protea Marriot Hotel**.

Phone: +27 21-880-9500

Address: Protea Hotel Stellenbosch, Techno Avenue, Techno Park, Stellenbosch, South Africa, 7600

Website: <https://www.marriott.com/en-us/hotels/cptst-protea-hotel-stellenbosch/overview/>

Stellenbosch is a town in the Western Cape province of South Africa, situated about 50 kilometres east of Cape Town, along the banks of the Eerste River at the foot of the Stellenbosch Mountain and is home to numerous wine yards.

4. COURTESIES EXTENDED TO PARTICIPANTS

South Africa, as the host will extend the following courtesies:

4.1 Ground transportation

The South African Government will provide communal ground transport from the Cape Town International Airport to Stellenbosch, Protea Marriot Hotel for all participating delegates. The communal transport will **ONLY** be operating from the Airport to the hotel upon arrival and departure. Additional transport may be hired by delegations at their own expense. Rental vehicles are available through well-known rental companies. Delegations requiring additional chauffeur-driven vehicles can arrange this through car hire companies at their own expense.

4.2. Accommodation

The South African Government will provide and pay for accommodation for **5 participants** from each BRICS partner country from Sunday 22 October to Thursday, 25 October 2023, to be accommodated at the Stellenbosch, Protea Marriot Hotel.

5. AIRPORT - CAPE TOWN INTERNATIONAL AIRPORT

Cape Town International Airport is Africa's the 3rd largest airport and Africa's premier international award-winning airport, consistently performing among the best in the world for service in its category. Cape Town Airport has one central terminal building. It connects the north and south terminals, which previously housed international and domestic arrivals and departures separately. The Cape Town International Airport offers the Premier Lounge which offers access to any passenger, regardless of the ticket class or airline. Customers can book in advance and pay per visit or purchase a pre-paid card. The airport is approximately 45 min (50,5 km) from Stellenbosch.

6. PORT OF ENTRY REQUIREMENTS AND CUSTOMS REQUIREMENTS

All delegates arriving in South Africa must hold valid passports. All passports must be valid for at least 30 days beyond the expected date of departure from the Republic and must furthermore have at least five unused visa pages when presented for endorsements. Delegates who require visas are requested to arrange through South African diplomatic or consular missions in their respective countries. Formal invitation letters enabling delegate to apply for visa (if required) will be issued upon request. For this purpose, please send a copy of the front page of your passport.

All delegates must, after they have collected their entire luggage, proceed to the Customs declaration channels with their personal luggage to make a Customs Declaration to the officers operating the channels. Persons who have nothing to declare, have goods that fall within their duty-free allowances and do not carry any prohibited or restricted goods, commercial goods or goods carried on behalf of another person may proceed to the Green Channel. In all other instances or where a traveller is not sure, the Red Channel should be selected. Please note that all fresh produce, fruit, vegetables, seeds, plants, bulbs, tubers, cut flowers, cuttings of plants, honey, eggs, milk, cheese, and all meat products are restricted from importation into South Africa. Should any participant in the Forum wish to import such, arrangements should be made with the South African Department of Agriculture for the importation of such. Payment of Customs Duties and VAT may be made in South African Rand or by means of a credit card.

7. MEDICAL AND HEALTH SERVICES

Delegates are encouraged to obtain medical travel insurance from a reputable organisation, as medical treatment at private facilities in South Africa is expensive, with public facilities also levying charges for services rendered. It is therefore strongly recommended that delegates acquire medical travel insurance when purchasing their flight tickets. This insurance is relatively cheap and will ensure a trouble-free trip should medical treatment be required.

8. GENERAL INFORMATION

8.1. Banking Services and Currency

Foreign exchange facilities are available through Bureau de Change facilities on weekdays from 09:00 to 15:30 and on Saturdays from 08:30 to 11:00. Most internationally recognised currencies and travellers' cheques can be exchanged at commercial banks, hotels, and international airports. The unit of currency is the Rand (ZAR). Exchange rates are subject to fluctuation.

8.2. Weather and Time

The average temperature in Stellenbosch in August is approximately 22° during the day and 10°C at night. The time in South Africa is GMT +2.

8.3. Business and shopping hours

Offices and businesses are generally open from 08:00 to 17:00, Monday to Friday. Shopping hours vary but most shops are open from 09:00 to 17:00 Monday to Friday and from 09:00 to 13:00 on Saturdays. Some shops are open on Sundays between 09:00 hours to 13:00.

8.4. Safety and useful numbers

As always, travellers should take a few basic precautions to ensure a safe and pleasant visit:

- Never leave personal property unattended
- Store valuables in your hotel's safety deposit box
- Keep your hotel room locked.

- E-hailing transport services such as Uber, Taxify, Bolt etc, is available and can be booked online at any time.
- Avoid displaying expensive jewellery and cameras.
- Do not carry large sums of money on your person.
- Stay away from dark, isolated areas.

For Emergency response dial 10111 and for medical emergencies dial medical: 10177.

8.5. Working language

The work language of the meeting will be **English**.

8.6. Dietary restrictions

Delegations are kindly requested to provide information on dietary restrictions of all delegates until 15 July 2023.

8.7. Computer Set-up

Internet access – via Wi-Fi – will be provided during all meetings. The hotel also provides Wi-Fi connection for guests inside their rooms.

8.8. Electricity

In South Africa power is provided at **220V** and the **plug standard is a 3pin model**, according to the image below. We recommend bringing an international plug adapter.



9. REGISTRATION AND CONTACT DETAILS

For ease of logistical arrangements, the names, arrival and departure dates and time as well as a biography of all nominated delegates should be sent by e-mail to Mr Tebogo Mokoma at Tebogo.Mokoma@dst.gov.za no later than 30 September 2023 in the format illustrated as in the table shown below.

Title	Name	Surname	Arrival date	Country	Departure date	Email address

For additional information and any clarification, please contact:

- **Mr. Tebogo Mokoma**

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Department of Science and Technology

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Cell: +2782 600 6424

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10. TENTATIVE AGENDA



GRAIN Working Group South Africa

AGENDA:

Venue:

Stellenbosch, Protea Marriot, South Africa

Date: October 23-25, 2023

Co-Hosts: DSI & NRF
South Africa

South Africa Time	Content
ALL DAY	ARRIVALS – Sunday 22 October 2023
Day 1 – Monday, 23 October 2023	
09:00-10:00	Registration and Welcome Tea/Coffee
10:00-10:30	Meeting opening: Welcome address speech by South Africa (10 min) Welcome remarks from Brazil (5 min) Welcome remarks from India (5 min) Welcome remarks from China (5 min) Welcome remarks from Russia (5 min)
10:30-11:30	Information on the last Working Group meeting: Russia Conclusions of the 4 th Meeting held on 23-24 August 2022 in Novosibirsk, Russia <ul style="list-style-type: none"> ▪ Issues Discussed



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	<ul style="list-style-type: none"> ▪ Decisions ▪ Status of responses
11:30-12:30	<p>Update of BRICS Countries' Policy on Research Infrastructures and Mega Science Projects</p> <p>South Africa (10 min) Russia (10 min) Brazil (10min) India (10 min) China (10 min)</p> <p style="text-align: center;">Q & A and Discussion</p>
12:30-13:00	<p>Discussion on RIs Access Options BRICS RIs Access Framework</p> <ul style="list-style-type: none"> ▪ Brazil ▪ Russia ▪ India ▪ China ▪ South Africa (NRF: Dr Clifford Ngomane)
13:00-13:15	GROUP PHOTO
13:15-14:15	LUNCH
14:15-15:15	<p>SOUTH AFRICAN PRESENTATIONS ON RIs</p> <ul style="list-style-type: none"> ▪ NRF – introduction of National Facilities (Dr Ngomane) ▪ SAPRIN (Dr XXX XXXX) ▪ SAEON (Dr Mary-Jane Bopape) ▪ Underground RIs (Dr Rob Adam) <p style="text-align: center;">Q & A and Discussion</p>
18:30	WELCOME DINNER Venue: TBC
Day 2 – Tuesday, 24 October 2023	
09:00	Departure from Hotel to Site Visits
10:00-11:00	Centre for High Performance Computing (CHPC)



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11:30-12:00	SAPRIN NODE
12:00-13:30	LUNCH @ SAPRIN NODE
13:30-14:15	Transfer to Stellenbosch
14:15-15:30	iThemba Labs
18:00	DINNER hosted by iThemba Labs
Day 3 – Wednesday, 25 October 2023	
10:00-12:00	<p>GRAIN Strategy and Annex Presentation of Strategy & Annex: Russia Discussion:</p> <ul style="list-style-type: none"> ▪ Comments from Brazil ▪ Comments from India ▪ Comments from China ▪ Comments from South Africa <p>Discussions & Conclusions</p>
12:00-12:30	<p>Task force: thematic areas, expert members, meetings Discussion</p> <ul style="list-style-type: none"> ▪ Brazil ▪ Russia ▪ India ▪ China ▪ South Africa
12:30-13:00	<p>Development of the BRICS GRAIN Web platform: ways to improve. Presentation by Russia (15 mins)</p> <p>Discussion by BRICS countries (45 mins):</p> <p>Comments from South Africa Comments from Brazil Comments from India Comments from China</p>



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13:00-13:30	Summary of the meeting and discussion of the next meeting Closing remarks from South Africa Closing remarks from Brazil Closing remarks from India Closing remarks from China Closing remarks from Russia
13:30-14:45	LUNCH & CLOSURE



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