



# **MIP – Information for WG – Meetings and Tests at WTD 81 – Greeding, GERMANY**

**Version: January 28<sup>th</sup>, 2005**

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# **A) Prior to Arrival**

## **I. REQUEST FOR VISIT**

A **Request for Visit** is necessary for each person who wants to attend at the German Federal Armed Forces Technical Centre for Communication and Electronics (WTD 81). (Not necessary for FR, UK, IT)

The RfV shall go the official way via the national embassy and shall not be addressed to WTD 81. However we recommend sending a copy of the RfV directly to the following address:

WTD 81-940  
Kalvarienberg  
91171 Greiding  
GERMANY

E-Mail:

TO: [silviaachinger@bwb.org](mailto:silviaachinger@bwb.org),

CC: [michaelvormstein@bwb.org](mailto:michaelvormstein@bwb.org), [MIPOFFICE@bwb.org](mailto:MIPOFFICE@bwb.org)

Fax: +49 8463 652 607

This copy is not mandatory but allows the security office of the WTD 81 to trace the RFV in case something goes wrong.

**Please be aware that access to any organizations of the German Federal Armed Forces installations cannot be guaranteed without a valid visit clearance.**

## **II. LIST OF DELEGATES**

Each MIP National Delegation has to provide a **list of those delegates** who will actually attend the meeting. (MIP-visitors.xls)

**This list does not replace the RFV. !**

This list should contain the following information:

Name, organization, dates of arrival and departure to/from WTD 81, and respective Working Group(s) to be attended. This list must be e-mailed to the following addresses:

TO: [michaelvormstein@bwb.org](mailto:michaelvormstein@bwb.org)

CC: [wilfriedstautner@bwb.org](mailto:wilfriedstautner@bwb.org), [MIPOFFICE@bwb.org](mailto:MIPOFFICE@bwb.org)

This information helps us to have enough rooms and equipment ready for you prior to arrival.

### **III. ACCOMMODATIONS**

It is each delegates responsibility to book accommodations.

The following hotels on the list are usually booked by our visitors:

1. Hotel am Markt  
(most MIP delegates make reservations in this hotel; it is located at the central market place and our "social event" normally takes place there)
  
2. Hotel- Restaurant Bauer- Keller  
(outside the centre of Greding near the highway but only a few minutes walking distance to the market place)
  
3. Hotel "Bayernhof"  
(I was told that it has been renovated recently; small but closest hotel to WTD 81 and close to the market place)
  
4. Hotel "Schuster"  
(the biggest, however, also the most expensive one though its standard is considered to be not above the other ones)

You might even consider to book vacation rental (holiday flat). Addresses are available on request.

### **IV. Bringing COMPUTERS**

**Before** you bring a computer please check or have your computer admin (if you have no admin rights) check these important points:

#### **For your own PCs and the networks safety:**

- Virus-scanner  
keep it up to date
- Firewall  
switch the built-in one on (e.g. XP)  
or install one (there are good free ones out there)
- Switch it to DHCP and remove proxy, WINS and DNS settings
- Everyone using any server (Windows XP, 2003, NT ...)  
please turn off your server capabilities, especially the DHCP service !  
(Make sure your machine is not trying to occupy the IP of the MIP-server 192.168.10.1)
- Turn off file sharing-tools and port-scanners.  
Getting caught will result in denied Internet access.

## **V. Further notes:**

+ The rental of a car is advised.

Since public transport is rather poor in Greding (no train station !) delegates would have problems to travel between Greding and airports or train stations. Besides even the closest hotels to WTD 81 are within a walking distance of at least 20 min uphill (1.5+ miles).

+ Lunch/Refreshments:

WTD 81 does not have a full cafeteria. A "snack bar" is available which offers beverages, some sandwiches, and rolls. Besides this one or two meals are normally offered, e.g. "sausages with sauerkraut :-)" and potato salad".

However MIP takes a 1:30 h lunch break and it takes less than 5 min. to go down to Greding by car to have lunch in one of the several restaurants (not only Bavarian ones but also a Greek and an Italian restaurants are available).

Refreshments are in responsibility of the respective Working Groups and cannot be hosted by WTD 81.

+ Concerning dress:

At MIP WG meetings normally no uniforms are worn (same procedure as for MSG meetings, a bit more casual (some delegates even go without tie and jacket)).

If you have further questions do not hesitate to contact us.

# B) Rules at the WTD 81

## I. Check In

At arrival to the WTD81 please use the visitor parking (outside of the gate).

**Do not block the entrance with your car.**

Go to the guard building and get your visitor badge.

## II. Parking Area

There are designated parking areas marked on the map.

Incorrectly parked cars might be removed on owner's expense.

Please take into consideration while parking that at WTD81 heavy military equipment will be operated.

Due to the limited parking areas and many MIP participants try to car pool (share the car with others to get here).

### **Business hours:**

**MO – FR: 08:00 – 18:00**

**SA: 18:00 weekly close down (also canteen (Building 2))**

**After 18:00 the canteen – building is available till 20:00  
(during tests also building 4 )**

### **Canteen service:**

MO – TH: 08:00 – 13:00                      snacks, breakfast, lunch  
(Delivery to WGs in the afternoon)

FR: 08:00 – 11:00                              lunch only on request

## III. Smoking

In all buildings **smoking is primarily not allowed.**

However there are a few buildings where the employees agreed to smoke in the hallways (ashtrays are mounted on the walls).

## IV. Garbage

Use green baskets for paper only.

Please place empty bottles **next to and not in** baskets.

# C) IT-Services

## I. Telephone

On request a prepaid ISDN phone at the test hall can be provided.

On most regular WTD phones you can use calling cards (available at the canteen).

The prefix 00 is required to get the outside line.

## II. Internet

Internet is available over the MIP-LAN. It's free of charge but all users share the same small line (2Mbits download, 256kbits upload, dynamic IP).

So please obey this rules:

- No file-sharing tools (emule, kazaa, edonkey, ...) or peer-to-peer programs (mp3tool, gnutella, ...)
- No port scanners
- No servers (important no DHCP-Service)
- No excessive up- or downloads

Getting caught results in the denial of Internet access

If you need huge files, try to download them over night or ask the Support-Team to do it for you.

### **Setup to access the net:**

- Just enable DHCP on your machine (you get an IP, DNS and gateway assigned).
- No need for proxy settings in your browser or mail program.
- Make sure your firewall trust the MIP-servers (see FAQ).

## III. MIP-Servers

There are now two servers:

The MIP-TEMP is located at 192.168.10.1

The MIP-Archive is now 192.168.10.2

The MIP-Servers can be accessed as follows:

User: mip

Password: mip

The **TEMP** is considered to be the "working folder" which is accessible for the whole community (read and write access).

**Attention:** The TEMP will be deleted at the end of every WG.

Chairs or vice chairs should move essential documents to the archive.

## **ARCHIVE**

All other folders are only readable.

Chairs and vice chairs have full access to their folders within the WG.

(Please contact the Support-Team for passwords).

#### **IV. MIP Printer**

A HPLaserJet5 Printer (IP 192.168.10.3) located in the test hall right next to the entrance is available via the MIP-LAN.

Please use paper format A4 otherwise you have to press the green START button for each wrong formatted page.

#### **V. Establish own services**

If you want to establish new own services on the MIP-LAN (chat, ...) please contact the Support-Team first. Make sure not to establish a second DHCP-service on the LAN !!!

## D) Miscellaneous

### **I. Support-Team**

During WGs and tests you can find us at Building 4 room 16. Phone **292**

If you need any information, don't hesitate to contact us:

WTD 81  
GF 230 – MIP  
Kalvarienberg  
91171 Greiding  
GERMANY

FAX: +49 8463 652 - 711

Email: [wilfriedstautner@bwb.org](mailto:wilfriedstautner@bwb.org)

Phone: +49 8463 652 - 322

Email: [thomasbechtold@bwb.org](mailto:thomasbechtold@bwb.org)

Phone: +49 8463 652 - 228

### **II. FAQ**

#### **FIREWALLS:**

If you have a problem to connect to the MIP-server, make sure that your FIREWALL trusts the MIP-server.

For ZoneLabs ZoneAlarm set  
net 192.168.10.0 as Internet (if you don't trust all MIPs :-)  
host 192.168.10.1 as "secure", "trusted", "sicher"  
or however it is named in your language.  
host 192.168.10.2 as "secure"

#### **VPN:**

If you need VPN-access over the Internet, please contact the support team.

#### **Other services:**

We do what we can, as long as we have enough bandwidth.