

**Intercomparison and Calibration Workshop at WCCAP**  
**ecac@tropos.de**

**1. Shipping of Instruments to TROPOS**

Please coordinate the shipping with us. The shipping address is:

**Ingolf Bernhardt**

ECAC: WCCAP <indicate instrument: MPSS+CPC>

LEIBNIZ-Institut für Troposphärenforschung e. V.

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**2. Getting to WCCAP TROPOS.**

The WCCAP is hosted at Leibniz Institute for Tropospheric Research (TROPOS).

Address:

Leibniz Institute for Tropospheric Research (TROPOS)

Permoserstrasse 15

04318, Leipzig Germany

Note: We are inside the Science Park (Wissenschaftspark)



How to get here: <https://www.tropos.de/en/institute/about-us/contact-how-to-reach-us>

Please be advised that Leipzig has a **Low Emission Zone** in place which includes the Science Park where TROPOS/WCCAP is located.

**3. Where to stay:**

Near TROPOS:	Between TROPOS and City Center:	City Center:	
Suite Hotel Leipzig	Galerie Hotel Leipziger Hof	Intercity Hotel	Best Western
H4 Hotel Leipzig	Hotel Atlas Leipzig	Travel 24 Hotel	A&O Hotel
		Hotel Motel One	Holiday Inn Express Hotel
		Ibis Hotel	

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**4. Workshop proper**

**Day 1: Pre-status**

- Instrument arrival, unpacking, and set-up
- Instrument pre-status check
  - The instruments are checked to determine their performance with original settings before the workshop.
  - If necessary trouble shooting is done.
- First Intercomparison (overnight)

**Day 2: CPC Workshop**

- The CPCs go through calibration for counting efficiency against an electrometer using silver particles.
- The overnight data from the pre-status check is analysed and discussed.

**Day 3: Second intercomparison**

- Data evaluation
- Troubleshooting
- Instrument cleaning

**Day 4: Final Intercomparison**

- Evaluation of second intercomparison data
- Final intercomparison between candidate and reference systems

**Day 5: Packing of instruments**

- Final discussions
- Packing of instruments

Notes:

- The schedule is quite flexible and depends highly on the performance of each candidate.
- Please do not bring any tools. It will be provided during the workshops. The WCCAP lab is already equipped with vacuum and compressed air.
- Workshop starts at 9:00 am (earlier when necessary) and ends at 17:00 pm. Lunch time is around 12 noon at the Science Park canteen. **Please bring cash as they don't accept card payments.**
- We normally organize a **joint dinner** in the middle of the week.
- **Please order the pick-up of your instruments** upon the end of the workshop and provide labels (with barcodes) and the waybill document. Once again, coordinate shipping with Stephanie Schüttauf ([schuettauf@tropos.de](mailto:schuettauf@tropos.de)) and Ingolf Bernhardt ([bernhard@tropos.de](mailto:bernhard@tropos.de), [einkauf@tropos.de](mailto:einkauf@tropos.de))

For specific questions and remarks regarding your instruments, please contact the corresponding Workshop Head (Kay Weinhold: [weinhold@tropos.de](mailto:weinhold@tropos.de))

**Other information:**

- For participants supported by EUROCHAMP, please remember to hand in the **receipts of your travel costs to Stephanie Schüttauf** for reimbursement.