



UNITED NATIONS

# JOHANNESBURG SUMMIT 2002



WORLD SUMMIT ON SUSTAINABLE DEVELOPMENT | JOHANNESBURG, SOUTH AFRICA | 26 AUGUST-4 SEPTEMBER 2002

Updated: 16 August 2002

## MEDIA LOGISTICS GUIDE

The United Nations World Summit on Sustainable Development (WSSD) will be held from 26 August to 4 September 2002 at the Sandton Convention Centre (SCC), which is approximately 45 minutes from the Johannesburg International Airport by car, and 20 minutes from the centre of Johannesburg.

The address is:  
Sandton Convention Centre  
Maude Street  
Sandton, Johannesburg  
South Africa  
Tel: (+27-11) 779-0000  
Fax: (+27-11) 779 0001  
E-mail: [info@saconvention.co.za](mailto:info@saconvention.co.za)  
Web site: [www.saconvention.co.za](http://www.saconvention.co.za)



The Convention Centre will be closed to the public during this period and access will be restricted to those persons who are accredited and wearing a United Nations WSSD grounds pass.

The following information is provided to assist media planning to cover the Summit. For updates, please consult the United Nations WSSD web site: [www.johannesburgsummit.org](http://www.johannesburgsummit.org)

### Accreditation

Media accreditation for the World Summit on Sustainable Development is available from the United Nations. An application form with instructions is available at [www.johannesburgsummit.org/html/media\\_info/logistical\\_matters.html](http://www.johannesburgsummit.org/html/media_info/logistical_matters.html)

From 19 August, media accreditation will be available on site at the United Nations Accreditation Centre located in the marquee tent in the parking lot of the Sandton Library/Sandton Art Gallery, near the Sandton Convention Centre. Media representatives applying for the first time should complete an application form and submit a letter of assignment and two forms of photo identification. Media who have already applied for accreditation may pick up their grounds passes from the Accreditation Centre on presentation of two forms of photo identification (passport, official national press pass, driver's licence, employee identification etc.).

All members of the press corps accompanying heads of State or Government or heads of delegation must complete an application form for accreditation, attached to an official letter from the government concerned, listing the names of the media representatives with their functional titles and affiliation. The letter should be addressed to the Chief, United Nations Media Accreditation and Liaison Unit. To collect their grounds passes, members of the media accompanying heads of State or Government or heads of delegation must present national passports and another valid photo identification.

The following are the hours of operation for the United Nations Accreditation Centre:

Monday, 19 August	9 a.m.-5 p.m.
Tuesday, 20 August	9 a.m.-5 p.m.
Wednesday, 21 August	9 a.m.-5 p.m.
Thursday, 22 August	9 a.m.-5 p.m.
Friday, 23 August	9 a.m.-9 p.m.
Saturday, 24 August	9 a.m.-9 p.m.
Sunday, 25 August	9 a.m.-9 p.m.
Monday, 26 August	8 a.m.-7 p.m.
Tuesday, 27 August	9 a.m.-6 p.m.
Wednesday, 28 August	9 a.m.-6 p.m.
Thursday, 29 August	9 a.m.-6 p.m.
Friday, 30 August	9 a.m.-6 p.m.
Saturday, 31 August	9 a.m.-7 p.m.
Sunday, 1 September	9 a.m.-7 p.m.
Monday, 2 September	8 a.m.-7 p.m.
Tuesday, 3 September	8 a.m.-6 p.m.
Wednesday, 4 September	8 a.m.-2 p.m.

## **Media Centre**

The Media Centre is located on the Exhibition level in the basement of the Sandton Convention Centre. The media entrance to the building is on Alice Lane.

All media accredited by the United Nations to the Summit will have free access to the Media Centre. At certain times, access for media to some other parts of the building will be restricted because of space or security considerations. Coverage in restricted areas will be arranged on a "pool" basis and media will be escorted to restricted areas by United Nations staff, as needed.

The Media Centre will provide the full range of media facilities normally available at any large United Nations conference. It will be organized and managed by staff of the United Nations Department of Public Information. The facilities will be available starting 23<sup>rd</sup> August through 6 September. The Media Centre will be open 24 hours daily. Specific facilities include:

## **The Bullpen**

This area will provide several types of facilities for the print and electronic media to follow the conference, including facilities to record entire programmes or segments of the proceedings through audio and video drops. Media will be able to transmit reports by phone, fax, computers, plug and play high speed internet connections, ISDN, landlines, satellite and fiber.

The Bullpen will house 500 work spaces, available free of charge on a strictly first-come, first-served basis. Each work space will have an analog telephone with prepaid international access available and a

power point for laptops. One hundred work spaces will have computers that will be available on a first-come, first-served non-exclusive basis. Additional facilities will be available on a commercial basis subject to availability and prior arrangement. Work spaces in the Bullpen may not be reserved.

There will be five large screens in the Bullpen area to allow journalists to follow meetings, press conferences, arrivals, etc, as well as an information display channel. Sixteen channels of sound will be available via infrared receivers. These will include seven sound channels for the plenary in the following languages: floor, Arabic, Chinese, English, French, Russian and Spanish. There will also be video (PAL) and audio distribution plug-in boxes, where broadcasters can make free live recordings of the pool feeds. For details see below under "TV Pool Feeds".

Note: South African standard plug adapters and modem connectors will **not** be available for sale in the Media Centre. So please bring these with you. Journalists should also consider bringing mini-plug and telephone "Y" adapters for use with the IR receivers (for recording) and desktop telephones (for laptops or hybrids). Audio drops will be in XLR format and video will be BNC.

## **Media Information**

The United Nations Department of Public Information will staff a Media Information Office to provide information to journalists on background and on the record.

United Nations staff can facilitate interviews with Summit officials and experts before and during the Summit. Please note that during the Summit, TV crews may need to be accompanied by a United Nations Liaison Officer for interview assignments.

Please contact the UN Department of Public Information at telephone: +1-917-815-0011, +1-917-403-8492 or +1-917-815-0115; or by e-mail to: [mediainfo@un.org](mailto:mediainfo@un.org). Local telephone numbers will be published as soon as available.

## **Pre-Summit Media Briefing, 25 August 2pm**

A pre-Summit briefing will be held on Sunday, 25 August, at 2pm in the press conference room at the Media Centre. All journalists accredited to cover the Summit are invited to attend. Speakers will be Mr. Nitin Desai, Secretary General of the World Summit for Sustainable Development, and Dr. Nkosazana Dlamini-Zuma, Minister of Foreign Affairs of South Africa. The briefing will be in English with French and Spanish interpretation and will be followed by a logistical briefing by Ms. Susan Markham, the Summit Spokeswoman. Following the briefing, interested journalists will be provided with a tour of the facilities.

## **Press conferences**

Daily press briefings by the Spokeswoman for the Summit will be held at 12 noon in the press conference room located at the Media Centre.

This room will also be used for other press conferences. The list of press conferences will be announced daily in the Media Centre and in the daily Summit Journal, and will be posted at [www.johannesburgsummit.org](http://www.johannesburgsummit.org), the Summit coverage web site.

Only accredited members of the media will be able to attend and ask questions at press conferences. Press conferences will be a maximum of half an hour. It is expected that there will be press conferences every day starting most days at 9am until the evening.

## **Visual Coverage in Plenary Hall**

Governments' official photographers and official television crews will have an opportunity, on a rotating basis, to cover the speech of their head of State, head of Government or head of delegation, from set

positions in the Plenary Hall. Owing to space limitations, they may not remain to cover other speeches. A limited number of still photographers, escorted by United Nations liaison staff, will also be allowed to take photographs from the Plenary Hall. These operations will be coordinated from the Media Liaison Office in the Media Centre.

## **Arrangements for Coverage of Bilateral Meetings**

Photo opportunities will be available for bilateral meetings between heads of State and Government and other high officials that are open for coverage. Media representatives covering these meetings will be asked to assemble at the Media Liaison Office in the Media Centre, from which point a United Nations Liaison Officer will escort them to the location. A schedule of bilateral meetings will be issued daily.

## **Television Coverage**

The South African government has appointed the South African Broadcasting Corporation (SABC) as Official Broadcast Partner with the United Nations.

As host broadcaster for the UN Summit, the SABC will provide broadcast and production services and facilities in the Broadcast Village located inside the Media Centre. The Broadcast Village will be open from 23 August to 6 September.

## **Booking broadcast services and production facilities**

Satellite and TV and Radio facilities: Lucia Fourie, email: [fouriel@sabc.co.za](mailto:fouriel@sabc.co.za)  
ISDN lines, IDD phones and lines(SA address): Hans Lombard, [africa01@telkom.co.za](mailto:africa01@telkom.co.za)  
ISDN lines, IDD phones and lines (international address): Elias Msiza, [msizaae@telkom.co.za](mailto:msizaae@telkom.co.za)

## **TV Pool Feeds**

Four free pool feeds will be available in the Media Centre. These will include coverage of:

- Plenary
- Other UN meetings and events
- Press conferences
- Single main programme (composite general events channel)

Audio feeds from these channels will be available at plug in points in the Media Centre, free of charge. For the plenary, audio feeds to the plug ins will be in floor plus 5 languages. On the other pool feeds, two audio channels will be available. Recordings in other languages can be made if booked in advance.

Pool feeds into the rental space booths will be available free of charge, but there may be some associated cabling costs. Additional details are available upon request.

All video material will be provided in PAL format (Beta SP standard, DVC Pro on advance request).

Pool feeds will be available in recorded format afterwards, at a handling charge.

## **Opening Day**

For the opening day of the Summit (26 August) and the opening day of the heads of State/Government segment (2 September), access to the Plenary Hall will be restricted due to special security measures and space limitations.

A limited number of tickets for seats in the press gallery will be issued to media representatives who wish to be present in the Plenary Hall. These tickets will be available from the Media Liaison Office in the Media Centre.

All visual media coverage of the arrival of heads of State and Government and of the opening of the Plenary, will be done by selected media pools. Crews will be escorted by United Nations Media Liaison staff. Pool coverage of arrivals will be fed on a UN programme channel for viewing and recording in the Media Centre. Members of the pools should gather at the Media Liaison office, in the Media Centre, an hour before the event to be escorted by a Media Liaison Officer to the VIP arrival area and the Plenary Hall.

## **Printed materials**

A documents counter in the Media Centre will provide journalists with hard copies of all the Summit documents as well as copies of statements made by heads of State, heads of Government and heads of delegation, as these are made available by delegations. Also available at the documents counter will be copies in English and French of summaries of all open meetings of the Summit, including the heads of State and Government round table discussions. Copies of the Summit press kit, daily news highlights, summaries of major press conferences, the daily Journal, the daily list of press conferences and other news materials will also be available from the documents counter. All these materials will also be made available electronically on the Summit coverage web site: [www.johannesburgsummit.org/](http://www.johannesburgsummit.org/).

## **Photographs**

The United Nations will provide photographic coverage of the Summit proceedings. Copies of these photographs may be ordered and obtained from the photo lab in the Media Centre, at cost. High resolution copies of selected photographs may be downloaded from the Summit coverage web site at [www.johannesburgsummit.org](http://www.johannesburgsummit.org)

## **Live Web Coverage**

The United Nations will provide live visual and audio web coverage of the Summit, including the statements by heads of State and Government. In addition, the daily schedule of events, daily news highlights, radio news, photographs, documents, statements, summaries of press conferences, press releases and other information will be posted "as live" throughout the Summit. The Summit coverage web site is: [www.johannesburgsummit.org](http://www.johannesburgsummit.org)

## **South African Government Website**

The website maintained by JOWSCO, the South African organizing company, will be updated on a regular basis, and will include information regarding the Civil Society Forum and other parallel events. Please see [www.joburgsummit2002.com](http://www.joburgsummit2002.com)

## **Additional Facilities**

*Telecommunications* – South Africa Telkom will provide telecommunications facilities.

*Additional Direct dial and International Direct Dial lines:* These will be available on a commercial basis. Please note that international organisations must book their lines through their local PTT.

*Facsimile Machines* - facsimile machines will be available on a commercial basis.

*Post office and courier services* will be available.

## **Media Facilities at Other Venues**

### **Civil Society Global Forum - NASREC**

The Civil Society Global Forum is located at NASREC Expo Centre, approximately 25km from the Sandton Convention Centre. This parallel event, organized by and for non-governmental organizations, will be held from 19 August to 4 September. Details about this event are available from [www.worldsummit.org.za](http://www.worldsummit.org.za)

Media facilities are available at the Global Forum. For details please contact [mkeegan@rushmans.com](mailto:mkeegan@rushmans.com) for space requirements and [fouriel@sabc.co.za](mailto:fouriel@sabc.co.za) for technical facilities.

### **Ubuntu Village**

The Ubuntu Village, organized by the South African Government, will be a service and recreational hub for participants in the World Summit. It is located at the Wanderers Complex, approx. 5km from the Sandton Convention Centre. It will be open from 17 August to 7 September.

Media facilities will be available at the Ubuntu Village. Please contact [mkeegan@rushmans.com](mailto:mkeegan@rushmans.com) for space requirements and [fouriel@sabc.co.za](mailto:fouriel@sabc.co.za) for technical facilities.

### **The WaterDome**

The WaterDome is an exhibition and discussion forum focussing on water-related issues. Media facilities will be available at the WaterDome which will be open from 28 August to 3 September, at the Dome in Northgate, Johannesburg. More information is available from the web site [www.waterdome.net](http://www.waterdome.net)

For other parallel events please check the South African Government website at [www.joburgsummit2002.com](http://www.joburgsummit2002.com).

## **Accommodation**

The South African Government has appointed Global Destination Management Company (DMC) to manage accommodation and travel for the WSSD and the other events being held in Johannesburg.

Bookings are via the DMC WEBSITE: [www.wssddmc.com](http://www.wssddmc.com)  
Telephone: 27-11-4634300, fax: 27-11-4637878.

## **Transport**

There will be transport available from the Johannesburg International Airport and between the WSSD and other venues. Details are available from the South African Government website [www.joburgsummit2002.com](http://www.joburgsummit2002.com)

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