

MALU – UNGA FAQs (Delegations)

As of 18 September 2025: SUBJECT TO CHANGE AND UPDATED AS INFORMATION BECOMES AVAILABLE

IMPORTANT DATES (UNGA80)

➤ **When is the deadline for Missions to apply for media accreditation to cover UNGA80?**

Friday, 12 September 2025.

➤ **I have an email saying the deadline for accreditation is 29 August 2025.**

Deadline for submission of UNGA requests for:

- delegation media via **e-deleGATE** is 12 September 2025
- media applying independently via **Indico** is 29 August 2025

➤ **When will the UNGA80 in-person joint briefing on the high-level meetings and the general debate for permanent missions and observer missions be held?**

Thursday, 14 August, at 3 p.m. in Conference Room 4 with the Department for General Assembly and Conference Management, including Protocol and Liaison Service, Department of Safety and Security, Division of Administration of the Department of Operational Support, Office of Information and Communications Technology, Department of Global Communications and Executive Office of the Secretary-General

➤ **Will there be another opportunity for UNGA80 related queries?**

Protocol will hold an “Open House – informal Q&A session” for delegations

Wednesday, 20 August 2025, Conference room F (also known as 13 near UN Post Office, First Basement) between 2-6 pm.

It will be jointly hosted by the Protocol and Liaison Service and the General Assembly and ECOSOC Affairs Division of the Department for General Assembly and Conference Management, the Security and Safety Service of the Department of Safety and Security, and the Media Accreditation and Liaison Unit of the Department of Global Communications for representatives of Permanent Missions and Observer Offices and offices of specialized agencies and related organizations. The Open House will provide an opportunity for delegations to ask questions about registration, access and access passes, and other general matters related to the high-level meetings in September.

➤ **When will the MALU walkthrough for Press Attaches of diplomatic missions be held?**

Walkthroughs of media routes and areas will be held Monday, 15 September at 11:30 am and 1:30 pm. To avoid overcrowding separate walkthroughs will be conducted. MALU will inform Missions by email.

➤ **What are the Media Centre dates and hours of operation?**

Monday, 22 September - Saturday, 27 September: 8 am – end of meeting in GA Hall

➤ **From where and when can media enter ahead of/during High-Level Week?**

The designated entrance for accredited MEDIA will be as follows:

- Friday, 19 September: 46th Street and 1st Avenue between 7 am – 6 pm
- Saturday, 20 September: 46th Street and 1st Avenue between 8 am – 6 pm (hours and location subject to change at discretion of Department of Safety and Security)
- Sunday, 21 September: 46th Street and 1st Avenue between 8 am – close of business (hours and location subject to change at discretion of Department of Safety and Security)
- Monday, 22 September – Monday, 29 September: 47th Street and 1st Avenue with hours between 6 a.m. to end of plenary (subject to change for 29 September)

Media representatives and their equipment will be subject to security screening.

➤ **What are the opening dates and hours of the GA Hall ramp?**

The GA Hall ramp will be open from Monday, 22 - Monday, 29 September 2025 between 6 am – last speaker in the GA Hall (subject to change for 29 September)

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➡ **When will the MALU Liaison desks be open and where are they located?**

The MALU Liaison Desks will be open from Monday, 22 September- Monday, 29 September 2025 (subject to change for 29 September) at the following locations:

- **MALU office (S-0250)** (via South Annex Building)
Access to → Security Council Stakeout, Secretary-General photo opportunities, Press Briefing Room (S-0237)
- **Conference Building, 1st floor, south end** (via South Annex Building)
Access to → Conference Rooms 1-4 and the East Lounge
- **Secretariat, 3rd floor, south end** (via South Annex Building)
Access to → Security Council, Trusteeship Council, Economic and Social Council chambers
- **General Assembly Hall, 3rd floor south end** (via external ramp from Visitors' Plaza)
Access to → General Assembly Hall [media booths, bridge (Official photo and during national statement only), press gallery, Delegates' Entrance, Treaty-signing area]

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EVENTS (UNGA80)

- **Where can media find a schedule of events for UNGA80?**
 - [Schedule](#)
 - [UN Journal](#)
 - Information note for delegations ([A/INF/80/4](#))
- **Where can media get information on in-person and online meetings, briefings and other events open for media coverage during UNGA80?**

[Subscribe](#) to receive the [Media Alert](#) and follow us on the social media platform X ([@UNMediaLiaison](#)).
- **What are the media arrangements for the Welcome reception?**

Heads of State or Government, Vice-Presidents and Crown Princes or Princesses participating in the eightieth session of the General Assembly will be welcomed by the Secretary-General from 8 to 8.30 a.m., and by the Deputy Secretary-General from 8.30 to 8.50 a.m., on Tuesday, 23 September 2025, in the Economic and Social Council Chamber and North Delegates Lounge on the 2nd floor of the General Assembly Building

The Welcome reception will be covered by UN pool.

UNTV will provide live coverage with a mixture of arrivals and handshakes.

To obtain recordings and photographs, please visit:
https://www.un.org/en/media/accreditation/pdf/unga_media_resources_guide.pdf
- **What are the media arrangements for coverage of the Delegates' Entrance?**

UNTV will provide live coverage on the following dates during the General Debate:
Monday, 22 September and Tuesday, 23 September between 730-10 am (subject to change)

Media who wish to film the Delegates' Entrance must visit the MALU Liaison Desk (GA, 3rd floor) for an escort. Space is limited.
- **How many tickets can media get for the press gallery for GA and other meetings?**

A limited number of tickets will be available with restricted access. Tickets are distributed at liaison desks/Media Centre on a first-come, first-served basis.
- **What are the media arrangements for coverage of the 2025 treaty event?**

Media must visit the MALU Liaison Desk (GA, 3rd floor) for an escort.
- **What are the media arrangements for coverage at the [SDG Media Zone](#)?**
 - Location: GA Visitors Plaza
 - Dates/Hours: 22-26 September 2025 | [Programme](#)
- **How do media access events held in the [Delegates Dining Room](#)?**

Please contact the organizers for information on media to the Delegates Dining Room, accessible via the external ramp from GA Plaza (take stairs/elevator to 4th floor). You can also take the Secretariat escalator to 4th floor. MALU escort is not required.

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ACCREDITATION (UNGA80)

➤ **How can media apply for accreditation to cover UNGA80?**

Designated e-Registration focal points must submit requests online by visiting [e-deleGATE Instructions](#) for requesting media passes
Requests are NOT accepted via email or in-person.

➤ **Will media still be able to submit a request to cover UNGA80 after the deadline?**

Any requests submitted after the deadline will encounter delays. It is strongly advised to apply for accreditation before the deadline of Friday, 12 September 2025.

➤ **How long will it take for my request to be reviewed?**

If all supporting documentation meets submission criteria, it generally takes 24-48 hours to review and process requests. During high-level periods (e.g. General Debate), processing times may be longer.

➤ **What information should our delegation specify in the Note Verbale?**

Requests on behalf of media:

- official letterhead of the Mission (New York based)
- current date
- addressed to Media Accreditation and Liaison Unit, United Nations, New York
- meeting/event/press conference media are planning to cover
- date of assignment
- name (First, LAST)
- function*
- signature or seal
- title and contact information at the Mission
- in PDF format

*if any function other than Official Photographer or Official Videographer, please include name of media outlet

Official photographers and videographers should be registered as Media to ensure access to cover meetings and other media opportunities.

Government press or information officers and spokespersons should be registered as Delegate and not Media, unless their role is to take photos or video, and they carry professional camera equipment.

➤ **I need to submit requests for several media passes. Do I need to submit one letter per person?**

If several people from the same delegation require accreditation, please include all names in one Note Verbale. The e-Registration focal point should submit individual requests using one unique email address per applicant and uploading the same Note Verbale

➤ **If the Official Photographer/Videographer of our delegation already has a valid 'P' (media) pass, do they need to apply for a separate badge to cover UNGA80?**

Media representatives with a valid United Nations grounds pass will be allowed to cover the general debate and other high-level meetings without additional accreditation. However, some meetings/events may require a secondary ticket to obtain a seat. Visit respective MALU liaison desk to confirm.

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- ➡ **A staff member of our delegation who holds a UN grounds pass (D) will act as our Official Photographer/Videographer. Do they need to apply separately for media accreditation?**
Yes, during high-level periods, the Delegate grounds pass holder (D) should swap their pass for the Media pass (P) until completion of their media assignment. Dual accreditation is not permitted.
- ➡ **We need media to cover an event that our office/delegation is hosting. Do we need to submit an additional request for accreditation even though media have applied independently?**
No, please refrain from duplicate requests. Either the Mission should submit the request on behalf of media, or the media should apply independently.
- ➡ **How long will UNGA80 media passes be valid?**
All media approved for UNGA80 will be issued a grounds pass valid between 19-30 September 2025.
- ➡ **Is there a maximum number of media representatives that our delegation can register?**
There are no limits in place this year.

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MEDIA PASS COLLECTION (UNGA80)

➡ **When can UNGA80 media grounds passes be collected?**

UNGA80 media passes will be issued starting Monday, 8 September 2025.

➡ **Where do Delegations pick up media passes for UNGA80?**

Hours of operation (Pass and Identification Unit)

15-18 September	8 a.m. to 4 p.m.
19 September	7 a.m. to 6 p.m.
20-21 September	7 a.m. to 5 p.m.
22-26 September	7 a.m. to 6 p.m.
27 September	8 a.m. to 12 p.m.
28 September	CLOSED
29 September	8 a.m. to 4 p.m.

Pass and Identification Unit

320 East 45th Street, Ground floor of the FF building

Media picking up passes themselves must go to the UNITAR building from 22 September.

Hours of operation (UNITAR Building)

22-24 September	7 a.m. to 5 p.m.	UNITAR Building
25-26 September	8 a.m. to 4 p.m.	UNITAR Building
27-28 September	Closed	

29 September	8 a.m. to 4 p.m.	Pass and ID Unit

UNITAR Building

801 First Avenue/corner of First Avenue and 45th Street

➡ **Can someone from our delegation/office collect the media pass and what must they bring?**

If the photograph submitted with the application meets the requirements, the pass can be collected by a representative of the delegation/office by presenting:

- a printed copy of the approval email AND
- a printed copy of the media representative's passport bio-page

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MEDIA DOCUMENTS (UNGA80)

- **Where can media find official UN documents, including documents of the high-level meetings and general debate of the 80th session of the General Assembly?**
<https://www.un.org/en/media/accreditation/ungadocs.shtml>
- **Where can media get a list of speakers for various meetings/events?**
Members of the media can request speakers lists, documents, statements and press releases from the [Media Documents Centre](#) by emailing mdc@un.org or visiting S-0219.

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TECHNICAL (general UNGA80)

➤ **Will cables be provided in the Media Centre?**

Media representatives are required to bring their own cables to record live video and audio feeds.

The following feeds will be provided to the broadcasters:

- HD-SDI (1080x1920/60i) on a 75-ohm BNC connector with all embedded audio channels and,
- For separate audio, balanced analogue audio at microphone level (-48 dBu) on a 600-ohm XLR connector

Please do not plug in equipment above 120V 60 Hz standard American electrical supply. Any faulty equipment, including inferior, frayed, damaged cords or adapter plugs may cause power supply to be interrupted.

➤ **Where can media find live audio/video recordings of UN meetings and events?**

Please visit

https://www.un.org/en/media/accreditation/pdf/unga_media_resources_guide.pdf

For further assistance, please email avlibrary@un.org

➤ **Where can media get downloadable files/photos of UN meetings and events?**

Photographs in digital format (JPG) will be available for download, free of charge, on the United Nations photo website (<https://dam.media.un.org>). Photo enquiries and requests should be addressed to the United Nations Photo Library (email: photolibrary@un.org).

➤ **Who can I contact for audiovisual services for meetings and events?**

Broadcast and Conference Support Section of the Office of Information and Communications Technology (email: request-for-services@un.org; telephone: 212 963 8648)

➤ **Where can media find assistive information and communications technology support if they have an auditory, visual or physical impairment?**

United Nations Accessibility Centre, located on the first basement level of the Secretariat Building (room S-1B-032)

Assistive devices are available on-site or can be loaned to participants with disabilities. Requests should be submitted no later than three working days prior to the meeting. For further enquiries regarding available assistive tools, please contact the Centre (email: accessibilitycentre@un.org; telephone: 212 963 7348/9).

In addition, print-on-demand services are offered to participants requiring Braille copies of meeting documents. Requests for Braille copies should be sent to the Chief of the Meetings Support Section (email: chiefmss-dgacm@un.org) at least 24 hours in advance of the meeting date for processing.

More information is available at www.un.org/dgacm/en/content/accessibility

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TECHNICAL (e-deleGATE portal)

- **I am trying to submit a request for media through the e-deleGATE portal and cannot find the drop-down selection for media.**

You must be a designated eRegistration focal point of a New York-based Mission or UN Office to have access to submit requests on behalf of media. The list of focal points is managed by the [Protocol and Liaison Service](#). Please contact them to update your focal points.

- **I am having trouble uploading the photo.**

Please refer to the [Photo Specifications](#) page to double check criteria.

If a photo is not submitted, or the photo does not meet specifications, the Mission will not be able to pick up the pass on behalf of media.

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OTHER (UNGA80)

➤ **What is the procedure for scheduling press conferences or use of the stakeout?**

Delegations can contact the [Office of the Spokesperson for the Secretary-General](#)

Jamille McCord | Telephone: 212 963 7707 | Email: mccord@un.org

➤ **Where can our delegation hold a press encounter with our national media?**

Delegations may wish to hold private press encounters with their media at:

- Rose Garden: no MALU escort required
- GA 3rd floor (near Thai barge): no MALU escort required
- East Lounge: escort via MALU Liaison Desk, 1st floor, south end

➤ **Our delegation would like to reserve use of the Dag Hammarskjöld Library Reading Room or UNTV Studio during UNGA for interviews.**

Use of these spaces is not available. Delegations may wish to hold interviews at:

- Rose Garden: no MALU escort required
- GA 3rd floor (near Thai barge): no MALU escort required
- East Lounge: escort via MALU Liaison Desk, 1st floor, south end
- DGC studio: email [MALU](#)

➤ **May I attend the Press Briefings in S-0237?**

Attendance is open only to accredited media (Green and White P on grounds pass), unless you are part of the Mission organizing the briefing or press conference.

➤ **Do media need to reserve a spot in the Media Centre?**

The Media Centre does not require reservations and is first come, first served.

➤ **Where can Delegations collect “Press Attache” cards?**

Press Attache cards will be included in goody bags distributed to Member States by UN Protocol on 18 September 2025 in Conference Room A between 10 am and 5:30 pm on a staggered schedule*, and thereafter, in the Protocol Office in Room S-0200 during office hours. Please contact [UN Protocol](#) for further questions.

*Staggered schedule

10-1 pm: Afghanistan – Luxembourg

1-4 pm: Madagascar – Zimbabwe

4-530 pm: Holy See, Palestine, IGOs and specialized agencies and related organizations

Observer Missions can contact MALU for a Press Attache card in mid-September.

➤ **How many “Press Attache” secondary cards will each Member State receive?**

Two cards per Member State delegation.

These cards must be worn by a Delegate grounds pass holder and should not be given to media pass holders.

“Press Attaché” card holders may enter with their delegation’s media representative(s) at the 47th Street entrance and escort up to five media pass holders to the designated bilateral booths in the General Assembly Building (access through the visitors’ plaza).

“Press Attaché” card holders must remain with the media representative(s) and escort them out of restricted areas after completing their assignments.

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➡ **UN Security confiscated our “Press Attache” card? How can I get it back?**

These cards must be worn by a Delegate grounds pass holder and should not be given to media pass holders.

Please contact the Department of Safety and Security for further assistance.

➡ **Our delegation has bilateral meetings in the Indonesian Lounge. How can we bring our media here?**

Media pass holders do not have access to the 2nd floor of the General Assembly and Conference Building, including the Indonesian Lounge.

Please reserve bilateral booths located in the GA Lobby, GA balconies (2nd/3rd floor) via [gMeets](#) starting Tuesday, 26 August 2025.

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