



FRAMEWORK CONVENTION ON CLIMATE CHANGE - Secretariat  
CONVENTION - CADRE SUR LES CHANGEMENTS CLIMATIQUES - Secrétariat

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NOTE TO CORRESPONDENTS No. 1

2 December 2007

**Thirteenth Session of Conference of Parties to  
United Nations Framework Convention on Climate Change**

**Third Session of Conference of Parties serving as  
Meeting of Parties to Kyoto Protocol**

Bali, Indonesia, 3 – 14 December 2007

**Media Arrangements**

**Pre-Conference Press Briefings**

by  
Yvo de Boer,  
Executive Secretary, United Nations Framework Convention on Climate Change

**on Sunday, 2 December, at 1.00 p.m. and at 6.30 p.m.**  
in the Press Conference Room (Auditorium). Bali International Convention Centre

to be followed by

Technical Briefing on Media Arrangements by the Media Coordination Team

**General Rules for Media Coverage**

Visual media are permitted to film, record interviews and take photos in all public areas of the conference site unless otherwise restricted for security reasons. Generally, all open meetings of the Conference are accessible to the print media, subject to availability of space. For access by visual media, please see below.

**Please note: No access will be granted to any media representatives to closed meetings of the Conference or to office areas.**

**Opening of COP 13**

On Monday, 3 December, at 10:00 a.m., the Conference will be formally opened in Plenary 1 by outgoing COP12 President David Mwiraria (Kenia). Following the election of the President of COP13/MOP3 and his statement, UNFCCC Executive Secretary Yvo de Boer will speak at the opening session.

**Photo opportunity: Prior to the opening , television crews and still photographers will have an opportunity for establishing shots in Plenary 1 (9.30 –10.00 a.m.)**



Once the conference is declared open, television crews will be required to leave the Hall. Television and radio broadcasters will receive live pool feeds from the opening from the host broadcaster, European Broadcasting Union (EBU), in their work cubicles in the International Broadcast Centre. Still photographers may continue, strictly on a one-by-one basis, under the guidance of the UNFCCC TV/Radio Liaison Officer.

Approximately 100 seats are available in the Press Gallery of the Plenary Hall for print media and news agencies. They can be taken on a first-come, first-served basis. We regret that, due to the extremely limited space, media representatives will have no access to the floor in Plenary 1. Correspondents who cannot be accommodated in the Press Gallery will be able to follow the proceedings on closed-circuit television (CCTV) monitors throughout the Conference site and in the Media Tents.

### **Print Press Area**

The print press area will be available from Sunday, 2 December, 10:00 a.m. until the end of the Conference (14 December). It will be open 24 hours a day, with limited services between 9:00 p.m. and 8:00 a.m. On the final day of the Conference, the Media Tents will remain operational three hours after the formal conclusion of COP 13.

The print press area offers a total of 240 work spaces. Seats at the desks are available on a first-come, first-served basis. Due to the large number of accredited journalists, no reservation can be made for individual press representatives. All desks have electricity supply. 50 desks have computers providing access to the Internet and to printers, and 50 desks will be equipped with "plugNplay" facilities. Wireless Internet access is provided covering all Media Tents.

**Please note: The Internet access only provides for surfing the web and sending emails, but not for uploading larger files or radio broadcasting.**

Located next to the entrance to the print press area, a Media Information Desk will offer a selection of Conference documents as well as the Daily Programme, UNFCCC press releases and publications, the texts of speeches as provided by delegations, as well as the daily Earth Negotiations Bulletin (which summarizes the daily proceedings). Subject to available space, information material provided by delegations, UN agencies and programmes, as well as non-governmental organizations will be made available. Official documents can also be accessed via the Internet at terminals in the press area.

Proceedings in Plenary 1, Plenary 2 and press conferences can be followed on monitors in the print press area together with the programme of the day including other events. Headphones are available in the print press area upon request. Correspondents may also follow proceedings of COP13 from the conference website: [unfccc.int/](http://unfccc.int/) using the computers in the press area.

### **Media Coordination**

The Media Coordination offices as well as the offices of the host Government Media Liaison Officers can be found in the tent adjacent to the print press area:

- Mr. Axel Wuestenhagen, Media Coordinator, mobile: +62 813 379 093 71
- Mr. John Hay, Conference Spokesperson, mobile: +62 813 389 735 01
- Ms. Carrie Assheuer, Media Assistant; mobile: +62 813 389 735 04
- Mr. Tim Davis, Television/Radio Liaison Officer, mobile: +62 813 379 508 21
- Ms. Elke Hoekstra, Media Information Desk, +62 813 389 734 96
  
- Mr. Rasio Sani, Host Country Media Liaison Officer, mobile: +62 812 192 4334
- Mr. Soehardjono Sastromihardjo, Host Country Media Liaison Officer, mobile: +62 813 815 864 69
- Mr. Lhsmi Dwijayati, Host Country Media Liaison; mobile: +62 816 989 887

### **International Broadcast Centre**

In the Media Tents, an International Broadcast Centre is established to serve television and radio broadcasters. The facility will be operated by the European Broadcasting Union (EBU), who will provide live video and audio pool feeds, editing and uplink facilities. For television and radio services, please contact Mr. Danny Duijs, mobile +62 813 389 582 04



A total of 45 work cubicles for TV broadcasters, radio clients and news agencies are equipped with basic furniture, a split-screen monitor as well as audio and video feeds from Plenaries 1 and 2 and from the press conference room. Audio feeds from each room will be in English and in the original/floor language. Additional equipment, e.g. IDD, ISDN, phone or fax lines can be rented through the host broadcaster. (Please contact : Mr. Danny Duijs, mobile +62 813 389 582 04

Work cubicles in the International Broadcast Centre have been assigned upon request on a first-come, first-served basis. There are no further cubicles available.

### **Television Coverage**

Pool coverage of the proceedings in Plenaries 1 and 2 and from press conferences is being provided by EBU. This coverage is available free of charge (copyright-free).

Due to practical considerations it is generally not possible for individual television crews to record proceedings in Plenaries 1 and 2. There are, however, limited possibilities throughout the Conference and, in particular, during the high-level segment, for individual television crews to record plenary statements by the representative of their home country.

**Please note: Prior arrangements for unilateral coverage should be made with the UNFCCC TV/Radio Liaison Officer (Mr. Tim Davis, mobile: +62 813 379 508 21).**

Television crews are invited to record their own coverage of press conferences in the press conference room (Auditorium) in the Bali International Convention Centre. An audio feed will be available from XLR distribution units to television and radio journalists on a first-come-first-served basis.

For international broadcast feeds, stand-up position will be provided by EBU and will be available opposite the main entrance to the Bali International Convention Centre. A separate stand-up interview position is established in the lobby outside Plenary 1.

### **Radio Coverage**

Audio feeds in English and in the original/floor language are available from XLR distribution units in Plenary 1, in the press area and in the press conference room. For other radio services please contact EBU in the International Broadcast Centre (Media Tents), Mr. Danny Duijs, mobile +62 813 389 582 04

### **Online Coverage/Syndication**

The secretariat is offering for the first time a special online reporting service. On a daily basis, an online video will be made available on the website <unfccc.int> summarizing the secretariat's daily press briefing. This video can be viewed, downloaded for Podcast or editing purposes (Syndication: high-resolution version in QuickTime format). In addition, b-roll footage of the Conference will be made available for download (high-resolution version in QuickTime format). The secretariat is encouraging online media to link to the online video.

**Please note: The video footage can be downloaded and broadcast free of charge. For further questions please contact Mr. Alexander Saier, Outreach and Online Officer, mobile: +62 813 389 735 02.**

### **Photo Coverage**

Photo opportunities will be provided for still photographers and television on the floor of Plenary 1 at the opening of COP13/MOP3 on 3 December as well as prior to other meetings, in particular, during the high-level segment of the Conference. Requests for non-flash photo access to the floor while the plenary meetings are in session, should be made by prior arrangement with the UNFCCC TV/Radio Liaison Officer, Mr. Tim Davis, mobile: +62 813 379 508 21.

### **Press Conferences/Briefings**

Regular press briefings by the United Nations, national delegations, intergovernmental and non-governmental organizations representing environmental and business interest groups will be held at the press conference room (Auditorium), located on the ground floor of the Bali International Convention Centre (opposite Plenary 1).



**Please note: A first press conference by the newly elected President of COP13/MOP3 and the UNFCCC Executive Secretary is scheduled for Monday, 3 December, at 1:15 p.m.**

**The UNFCCC will give daily press briefings summing up the progress made at the Conference, at 1.15 – 1.45 p.m., during the High-level Segment also at 6.00 to 6.30 p.m.**

A larger number of briefings are expected when Ministers arrive for the high-level segment of the Conference (12-14 December). Briefings will normally be limited to 30 minutes. While regular press briefings will be included in the Daily Programme and the press section of the unfccc.int website, many other briefings will be announced on short notice on the CCTV programme monitors only.

### **Interviews**

The office of the Conference Spokesperson will assist journalists, upon request, in contacting individual delegates for arranging interviews. Requests for interviews with the UNFCCC Executive Secretary should also be addressed to the UNFCCC Media Assistant, Ms. Carrie Assheuer (mobile: +62 813 389 735 04)

### **Live and On-Demand Streaming on Internet**

Negotiations and many other events can be followed live and on-demand through the conference network. Official meetings, special workshops, as well as press conferences will also be available on demand from the public website: <http://www.un.org/webcast/unfccc/>.

A comprehensive web index provides ready access to information on recorded events. Each recording is classified by date, agenda item and type of meeting. "Video anchors" will allow direct access to discussions of a particular agenda item. Audio/video on-demand archives will be delivered where possible in the original language and in English. A timetable, [meetings listing](#), is automatically generated and posted to the website throughout the day to provide information on additions or changes in the programme schedule.

### **Parallel events**

The Indonesian government is inviting to a High Level Event of Ministers of Finance on Climate Change 10-11 December 2007 at the Intercontinental Hotel, Jimbaran. A [press conference](#) with the Indonesian Chair is scheduled to take place [11 December 17.30-18.00](#) at the venue for the event.

The Indonesian government is also hosting an Informal Trade Minister Dialogue on Climate Change Issues 8 and 9 December. There will be a [photo opportunity](#) on [8 December, 15:00 to 15:15](#) and a [press conference](#) on [9 December at 15:30](#), both at the Jimbaran Intercontinental Hotel.

For inquiries relating to the Finance and Trade Ministers Meeting, please contact Srie Augustina, +62811144521, email [srie\\_agst@yahoo.com](mailto:srie_agst@yahoo.com).

### **Side events**

More than 200 side events and over 100 exhibits will take place during COP13/MOP3. They will normally be held between 1.00-3.00 p.m., 6.00-7.30 p.m. and 8.00 – 9.30 p.m. from Monday 3 December through Friday, 14 December, except for Sunday, 9 December. On Thursday, 6 and Friday 7 December, as well as on Monday 10, Tuesday 11 and Thursday 13 December, additional slots of 10.30 a.m. – 12.30 p.m. and 3.30 – 5.30 p.m. have been opened.

Side events will take place mainly in the Grand Hyatt Hotel which is a five-minute shuttle from the Bali International Convention Centre.

For details, please see the Daily Programme of the Conference.

### **PLEASE NOTE:**

**Special media arrangements for the high-level segment of the Conference**  
**-will be announced in a separate Note to Correspondents.**