SUM.INF/2/10/Add.1
22 November 2010

ENGLISH only

Information circular No. 2/Add.1

The Executive Secretariat presents its compliments to the Missions and Delegations accredited to the Organization for Security and Co-operation in Europe and has the honour to forward information regarding organizational issues of participation of Media representatives on the OSCE Summit in Astana on November 30 – December 2, 2010.

The Executive Secretariat avails itself of this opportunity to renew to the Missions and Delegations accredited to the Organization for Security and Co-operation in Europe the assurances of its highest consideration.

Astana, November 21, 2010

briefing room. The final schedule of the briefings will be published in the morning of 30 November.

Some **bilateral meetings** may also be open to photo/TV. Delegations are requested to indicate on the bilateral meetings application form whether the meeting will be covered by media and how many journalists are expected.

All **plenary proceedings** and the **concluding press conference** will be interpreted into the **six official OSCE languages** (English, French, German, Italian, Russian, Spanish). Media briefing rooms are equipped with interpretation booths.

DETAILED MEDIA PROGRAMME

Please, note that media accreditation badges for the Summit are also valid for covering the Review Conference.

25 November, Thursday

9:00 - 22:00- Media Centre open
9:00 - 20:00 - Media Accreditation Desk at the Media Centre open

26 November, Friday

8:00 - 22:00 - Media Centre open
8:00 - 20:00 - Media Accreditation Desk at the Media Centre open

Morning:

9.00 – 10.00 - Arrival of the NGO Forum Participants to the Palace of Peace and Accord, accreditation of the Participants

10.00-11.30 - First session (*photo/TV opportunity)*

11.30-11.45 - Coffee break

11.45-13.00 - Second session: Forward looking discussions and recommendations for future action *(closed to media)*

Afternoon

Review Conference

During the Review Conference and in the days before the Summit, briefings by participants of the Conference, as well as representatives of participating States' delegations and OSCE institutions, may be organized in a small press conference room in the Media Centre. Information on the time and place of media events will be shown on CCTV, available at the information desk and announced in the Media Centre.

27 November, Saturday

9:00- 22:00 - Media Centre open
9:00 – 20:00 – Accreditation Desk at the Media Centre open.
Possible media briefings at the Media Centre.

28 November, Sunday

9:00- 22:00 - Media Centre open
9:00 – 20:00 – Accreditation Desk at the Media Centre open.
10:00 – 12:00 - Reinforced plenary session of the Review Conference.
The **final plenary session will be open to media**. Journalists will be allowed inside the Atrium room in advance during the break. Seats in the back row will be reserved for print media representatives. Photographers and videographers will be able to film from the designated area in the middle of the room.

on the 3rd floor from where they will be able to film and photograph the concert **(from their seats, without walking in the Concert Hall)**.
After the concert, buses will transport journalists to their hotels.

December 1, Wednesday

00:00 – 24:00 – Media Centre open

On 1-2 December **Media Accreditation Desk at the Media Centre will be closed**. Journalists without accreditation badges will not be allowed to the Summit zone. On 1-2 December accreditation badges can be received at an accreditation desk at the **King Hotel Astana** (7, Valikhanova str.). The accreditation desk will be open from **05:00** on **1 December**.

6:00–07:00 - Security check of media at the media hotels, departure of journalists by shuttles to the Media Centre

8:00 - Official camera operators and photographers of the Heads of Delegations, camera operators and photographers of international media, and a group of Official photographers of the RK President ("photohosts") who will cover the welcoming ceremony (handshakes), family photo and protocol shooting of the start of the plenary session gather in the pool gathering area in the Media Centre. Press Service of the President of the RK and MFA of the RK supervise the issuance of pool floaters and form the pool. Pool floater cards will be distributed by the International Information Committee of the Ministry of Foreign Affairs to the respective national delegations via liaison officers.

The pool journalists are accompanied by representatives of the Press Service of the President of the RK and MFA to the heated **waiting area for media** located by the Palace of Independence, and then to the lobby of the Palace to set up their cameras on the podiums.