


MC.INF/10/06  
17 November 2006

ENGLISH only



**CIRCULAR NOTE NO. 8 (press)**

The Federal Public Service of Foreign Affairs of Belgium presents its compliments to the Missions and Delegations accredited to the Organization for Security and Co-operation in Europe, the Mediterranean Partners for Co-operation and the Partners for Co-operation, the International Organizations and the OSCE Secretariat, and following its circular note nr 5 (press) of 10 October 2006, has the honor to draw attention of all the above Missions and Delegations to this circular note detailing the media facilities, workspace, parking and technical requirements for radio and televisions offered by the host-broadcaster RTBF during the 14th OSCE Ministerial Council (Brussels, 4-5/12/2006). The Missions and Delegations are invited to transmit this technical note to the radio and television networks of their own country. Hereunder technical request application form has to be returned by the interested radio and television networks before 25/11/2006 by fax or by e-mail to Sixte Grignard, RTBF International Relations (e-mail : [Eurovision@rtbf.be](mailto:Eurovision@rtbf.be); fax : +32 2 737 4210; tel. +32 2 737 2528; Mobile : +32 2 476 40 39 37) .

Hostbroadcaster RTBF, <b>Sixte Grignard</b> FPS Foreign Affairs/Belgium Press Center Manager, <b>François Dumont</b>	e-mail : <a href="mailto:eurovision@rtbf.be">eurovision@rtbf.be</a> e-mail : <a href="mailto:francois.dumont@diplobel.fed.be">francois.dumont@diplobel.fed.be</a>	Ph: + 32 2 737 2528 Ph. :+32 2 501 8042	
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## Media Facilities, Workspace, Parking and Technical requirements O.S.C.E. Ministerial Council                      Brussels, 04-05/12/2006

<b>Broadcaster :</b>		<b>Country :</b>	
<b>T.V. :</b>		<b>Radio :</b>	
<b>Contact person :</b>		<b>E mail :</b>	
<b>Phone :</b>		<b>Fax :</b>	
<b>address :</b>			
<b>VAT n°:</b>			

OB Vans						
Function (1 line per truck )	Type of power supply needed (see table below )	Max Kva required	Arrival date	Departure date	Dimensions	Registration plate

Up Link						
Satellite Name & position	Type of power supply needed (see table below )	Max Kva required	Arrival date	Departure date	Dimensions	Registration plate

Description of the <b>power supply</b> available on the R – T.V. Compound	
<i>configuration type</i>	<i>code</i>
125A 3 phase 380V	A
63A 3 phase 380V	B
32A 3 phase 380V	C
32A 1 phase 220V	D
16A 3 phase 380V	E
16A 1 phase 220V	F
EEC connector type	

Please send us a diagram with the dimensions of the trucks including place and dimensions of normal and service doors, staircases, hospitality tent, etc.

**Workspace** in Press Center ( with poolfeed access) : YES / NO (first requested, first served)

**Facilities :**

<b>Date</b>	<b>Stand-up 1</b> Indoor in Press Center	<b>Stand-up 2</b> Outdoor "Atomium"	<b>Play-out</b> and tape format
<b>04/12/06</b>	<i>requested time</i>		
<b>05/12/06</b>			

**Editing :** please contact hostbroadcaster.

**Frequency requirements to be sent to :**

( RF camera, radio microphone, Ifb, walkie-talkie, up-link,...)

**with copy to :**

Institut Belge des Postes & Télécommunications  
Avenue de l'Astronomie, 14 boîte 21  
B - 1210 BRUXELLES  
tel : + 32 2 226 88 09  
fax : + 32 2 226 87 64

Sixte Grignard  
RTBF International Relations TV  
Email : eurovision@rtbf.be  
Fax : + 32 2 737 4210  
Tel : + 32 2 737 2528

**Telecom facilities in  
TV compound :**

for ISDN and PSTN circuits, apply directly through your PTT

please indicate on your request the termination of the line :

*OB Van, Up-link van, ...*

send a copy of your request to RTBF, att. of Sixte Grignard

**Technical request application form to be returned as soon as possible (deadline:25/11/06) to :**

**Sixte Grignard**  
RTBF International Relations TV  
Email : eurovision@rtbf.be  
Fax : + 32 2 737 4210  
Tel : + 32 2 737 2528  
GSM : + 32 476 40 39 37

**Dounia Wolteche**  
EBU Producer  
e-mail : wolteche@eurovision.net  
Tel/Fax: +32 2 280 07 59  
Mobile: +32 474 67 39 11

The Federal Public Service of Foreign Affairs avails itself of this opportunity to renew to the Missions and Delegations accredited to the Organization for Security and Co-operation in Europe, the Mediterranean Partners for Co-operation and the Partners for Co-operation, the International Organizations and the OSCE Secretariat the assurance of its highest consideration.

Brussels, 17 November 2006.