

Media handbook



29th Ministerial Council
Łódź, 1-2 December 2022

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Planned Press Opportunities

Thursday, 1 December 2022

8:30-9:30

Side Event “A year in conflict: joining forces to prevent a human trafficking crisis in the region” (Blue Room in the tent in front of EC1; photo-op pool);

8:30-9:30

Meet and greet with the Chairperson-in-Office Zbigniew Rau (VIP entrance; photo-op pool);

10:00

Opening Session OSCE Ministerial Council (Machine Hall; photo-op pool);

12:00-13:00 Side Event “Climate change and Security in mountain Regions” (Red Room in the Machine Hall+1; photo-op pool);

Friday, 2 December 2022

13.30

Closing Session of OSCE Ministerial Council (Machine Hall, photo-op pool)
The exact time of the Closing Plenary Session will be announced in the Media Centre a few hours before it takes place;

14.30

Final Press Conference of the OSCE Chairperson-in-Office Zbigniew Rau, the incoming Chairperson-in-Office Bujar Osmani and the OSCE Secretary General Helga Maria Schmid.

Wi-Fi

Wireless Internet is available throughout the Media Centre.

Network: PRESS2022MC

Password: Pa\$\$4W!F!Press

Social Media

Follow the Ministerial Council digitally and on social media.

Hashtag: [#OSCEMC2022](#)

OSCE MC event page: osce.org/event/mc_2022

Livestream: osce.org/live

Website OSCE: osce.org

Twitter OSCE: twitter.com/OSCE

Facebook OSCE: facebook.com/osce.org

Twitter Chairman-in-Office, Poland's Minister of Foreign Affairs:

twitter.com/RauZbigniew

Twitter Polish OSCE Chairmanship 2022: twitter.com/PLinOSCE

Webpage OSCE Chairmanship: <https://www.osce.org/chairmanship>

Webpage MFA Poland OSCE: gov.pl/osce

Twitter MFA Poland: twitter.com/PolandMFA

Webpage MFA Poland: gov.pl/diplomacy

Venue

The 29th Meeting of the OSCE Ministerial Council takes place at revitalised buildings of the former EC1 Łódź Power Plant located in Łódź.

The city of Łódź, as a former industrial centre, is full of redbrick factories, mansions of former factory owners and astonishing artistic installations. One of them is the first city power plant, which was first operational in 1907. It served the city inhabitants until the beginning of the 21st century. In 2008, the revitalization started of its historic building situated in the New Centre of Łódź.

The Media Centre is located at Łódź-Fabryczna Railway Station that is adjacent to EC1.

Further information about the EC1 is available online:
<https://ec1lodz.pl/?language=en>.

Registration and Accreditation

Access to the EC1 complex and the Media Centre will require an accreditation badge since the entire venue will be a secure area.

Accreditation for Media representatives is mandatory.

Badges must always be worn visible and please note that badges are not transferable.

Online Media registration will be available until **18:00 on 28 November 2022**:
<https://events.osce.org/2022-29th-ministerial-council-lodz-media/registration>.

Late accreditation will not be possible.

Badges can be collected from the Media Information Desk in the Łódź-Fabryczna Railway Station on:

Wednesday, 30 November 2022	12.00-22.00
Thursday, 1 December 2022	07.00-20.00
Friday, 2 December 2022	07.00-approx. 15.00

Please note that a valid press card or the original letter of confirmation from the relevant media organization, together with an official photo ID (national identity card, passport) must be presented when collecting the badge.

Media facilities

- Workspaces;
- Printers, copiers;
- Wi-Fi connection;
- Connections for power supply;
- Plenary sessions broadcast live on closed - circuit televisions monitors;
- Host Broadcaster and host photographer;
- Media Information Desk;
- Essential IT support;
- Catering and lounge area;
- Chill-out zone;

During lunch hours on 1 and 2 December, catering will be provided free of charge. At other times a snack/coffee bar will be available.

Media Information Desk

The Media Information Desk is located at the entrance to the Media Centre at the Łódź-Fabryczna Railway Station. The Media Information staff will be available on:

Wednesday, 30 November 2022	12.00 - 22.00
Thursday, 1 December 2022	07.00 - 20.00
Friday, 2 December 2022	07.00 - approx. 18.00

At the Media Information Desk journalists will receive information concerning access to events or bilateral meetings, for which pool or other arrangements will apply due to space, security and protocol restrictions. The entire venue will be a secured area, and access will require an accreditation badge, and in some cases a specific pool card.

Accreditation for Media Pool

Photographers and camera operators are requested to register/apply for a seat in a photo pool event connected to the conference at the Media Information Desk.

Separate pool cards will be distributed to Media granted a space in a pool and must be worn visibly during the pooled photo opportunity.

A separate pool card is required to enter the meeting venue for interviews or other media activities arranged during the conference. It needs to be picked up at least 20 minutes before the pool departs.

Please note that without the pool card participation will not be possible.

All journalists admitted to a pool or other arrangement must gather on time at the Media Information Desk in order to be escorted to the venue.

Please note that journalists that arrive late at the meeting point will forfeit their access to the pool.

Schedule of Media Pools

Thursday, 1 December 2022

Journalists participating in the pool on 1 December 2022 are requested to gather at the Media Information Desk.

The pool includes the following photo opportunities:

Pool 1: Photo-op pool Side Event “A year in conflict: joining forces to prevent a human trafficking crisis in the region”.

Media participating in the pool must gather at 7:45 at the Media Information Desk. Late arrivals will not be accepted.

Pool 2: Photo-op pool “Meet and greet” – Arrival of Heads of Delegation at the EC1 complex and welcome by Chairperson-in-Office Zbigniew Rau.

Media participating in the pool must gather at 7:45 at the Media Information Desk. Late arrivals will not be accepted.

Pool 3: Photo-op pool “Opening session” before the first plenary session.

Media participating in the pool must gather at 09:15 at the Media Information Desk. Late arrivals will not be accepted.

Pool 4: Photo-op pool Side Event “Climate change and Security in mountain Regions”.

Media participating in the pool must gather at 11:15 at the Media Information Desk. Late arrivals will not be accepted.

Friday, 2 December 2022

Journalists participating in the pool on 2 December 2021 are requested to gather at the Media Information Point.

The pool includes the following photo opportunities:

Pool 3: Photo-op pool “Closing” Plenary Session.

Media participating in the pool must gather at 12:45 at the Media Information Desk. Late arrivals will not be accepted.

The exact time of the Closing Plenary Session will be announced in the Media Centre a few hours before it takes place.

13:45-14.15

Press Conference – open access.

Media participating must gather at 13:00 at the Media Information Desk. Late call will be at 14.00. Late arrivals will not be accepted.

Bilateral meetings with media attendance.

Media attendance at bilateral meetings is possible only upon the request of a delegation. Delegations are responsible for contacting the corresponding media representatives and informing their liaison officer of the media expected to attend the opening of a bilateral meeting.

Media representatives attending bilateral meetings need to make sure they are at the Media Information Desk at least 30 minutes prior in order to be escorted to the meeting.

Interview requests

Press briefings and requests for interview from delegations should be addressed to the following email address: MediaOSCE@msz.gov.pl.

Journalists can inquire about interview opportunities at the Media Information Desk in the Media Centre.

Photos

The Ministerial Council meeting has a team of official photographers. Photos taken by the official photographers will be available as high-resolution photos on the OSCE's Flickr account on:

<https://www.flickr.com/photos/osceorg/>.

as well as on:

https://www.osce.org/event/mc_2022 in due time.

Please make sure to mention the correct photo credit.

Video clips will be available for download. Videos in low-resolution will be published as a playlist on the OSCE YouTube channel on:

<https://www.youtube.com/OSCE>.

and linked from https://www.osce.org/event/mc_2022.

Detailed information on accessing the files in high-resolution will be provided on the event website.

Broadcast Services

A pool signal will be provided by Polish television (TVP) (Host Broadcaster) and made available through the EBU network.

There will be no cabled TV or radio booths, instead the pool signal will be distributed via the TVP transmission car to the provider of CCVT services.

The material will also be available as high-resolution video files on an online repository – link will be provided on https://www.osce.org/event/mc_2022.

All pool signals will be HD SDI and 16:9 and if a converter is needed, please bring your own. The pool signal will be distributed via the TVP transmission car to the provider of CCVT services.

Contact persons for TV Broadcaster:

Name: Tomasz Żochowski

Telephone: +48 605 605 743

E-mail: tomasz.zochowski@tvp.pl

Parking for SNG trucks and cars

Media wishing to park vehicles for live broadcasting from the event (SNG trucks) in a designated parking area must register the SNG trucks and their drivers in advance.

For this purpose, please send an e-mail to MediaOSCE@msz.gov.pl giving the following information: Type of vehicle, license plate number, name of the media company, full name of SNG crew members.

The deadline for registration of SNG trucks is 25 November 2022.

GENERAL INFORMATION

Transport to Łódź

Public transport options from airports:

Warsaw Chopin Airport to Łódź

Information can be found at:

[https:// https://pkp.pl/en/](https://https://pkp.pl/en/).

Warsaw Modlin Airport to Łódź

Information can be found at:

[https:// https://pkp.pl/en/](https://https://pkp.pl/en/).

[https:// www.modlinbus.pl](https://www.modlinbus.pl).

Łódź Airport to Łódź

Information can be found at:

<https://www.lodz-airport.pl/en/passenger-zone/airport-access>.

Public transport in Łódź

<http://www.mpk.lodz.pl/lang.action?lang=en>.

Taxi in Łódź

Tele-Taxi	Tel. 800 400 400
Green Cab Taxi	Tel. 42 666 44 44
Taxi Dwa Dwa	Tel. 800 300 200
Taxi Rydwany Miasta	Tel. 512 504 030
Taxi Plus	Tel. 800 500 500
MPT Taxi	Tel. 19191
MER.C Radio Taxi	Tel. 42 650 50 50
Dedriver Taxi	Tel. 42 652 22 22
Go Taxi	Tel. 889 204 060

Currency

Poland's official currency is the Polish zloty (PLN).

The exchange rate can be found at:

https://www.ecb.europa.eu/stats/policy_and_exchange_rates/euro_reference_exchange_rates/html/index.en.html.

There are automated teller machines (ATM/Bankomat) at the airport arrivals hall and at Łódź-Fabryczna Railway Station, where the Media Registration Desk will be located.

Opening hours for shops

Shops are generally open between 7.00 and 18.00, but hours may vary. On Sundays, shops are generally closed, except for small corner shops that are open between 11.00 and 20.00.

Banks and credit cards

Most banks are open from Monday to Friday from 9:00 to 17:00.

Almost all banks have ATMs that accept foreign bankcards and are accessible from outside (look for the "Bankomat" sign).

It is best to contact the issuing bank before departure to check whether a bankcard is valid in Poland.

Credit cards, such as American Express, MasterCard and Visa are widely accepted in Poland.

Electricity

In Poland, power plugs and sockets are of type E, rarely type C.

The standard voltage is 230 V and the standard frequency is 50 Hz.

Sockets are compatible with most other continental European plugs.

Climate

In December, the daytime temperature in Poland is usually around 1°C.

It is often overcast and rain and snow are not unusual.

COVID-19

Pursuant to the currently binding regulations, all restrictions on travel to the Republic of Poland have been lifted, which means there is no obligation to:

- present COVID certificates when crossing the border;
- test for SARS-CoV-2;
- undergo the so-called "entry quarantine".

CONTACT INFORMATION

Your first point of contact regarding all logistical questions should be the Media Information Desk at the Media Centre.

OSCE Communication and Media Relations Section.

For any questions concerning media opportunities at the Ministerial Council please contact:

OSCE Press Office, E-mail: Press@osce.org.

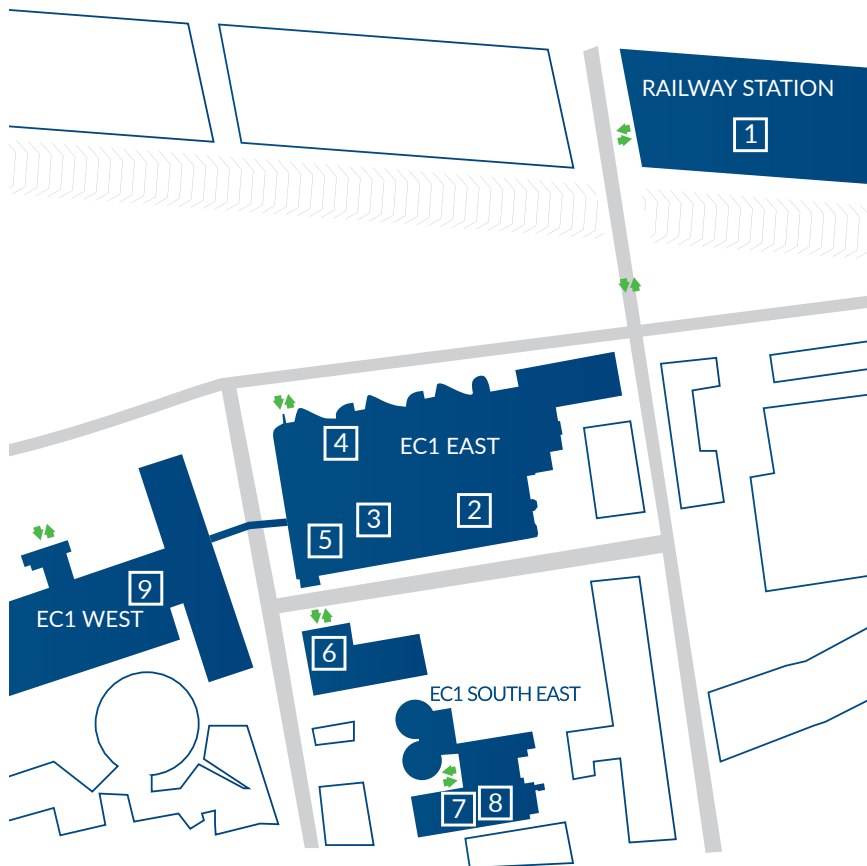
Chairmanship Media Contacts:

Questions concerning accreditation and logistics should be emailed to:

Press Office of the Ministry of Foreign Affairs of Poland,

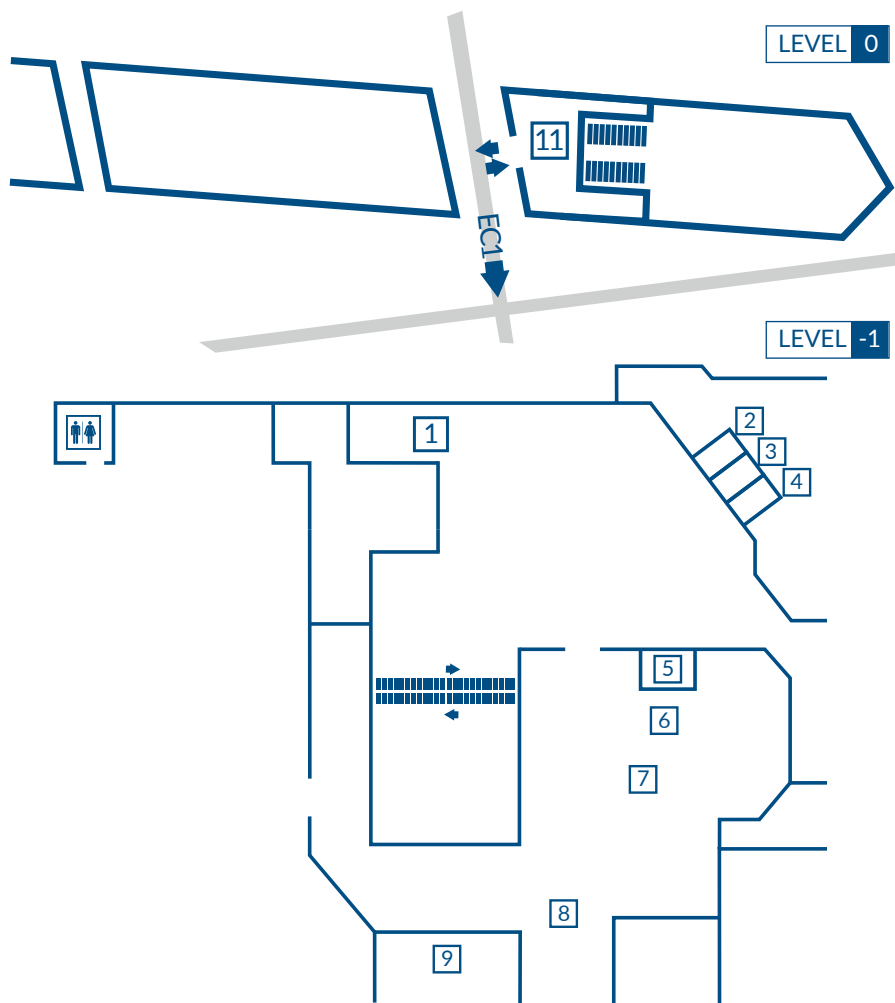
E-mail: MediaOSCE@msz.gov.pl.

AREA OVERVIEW

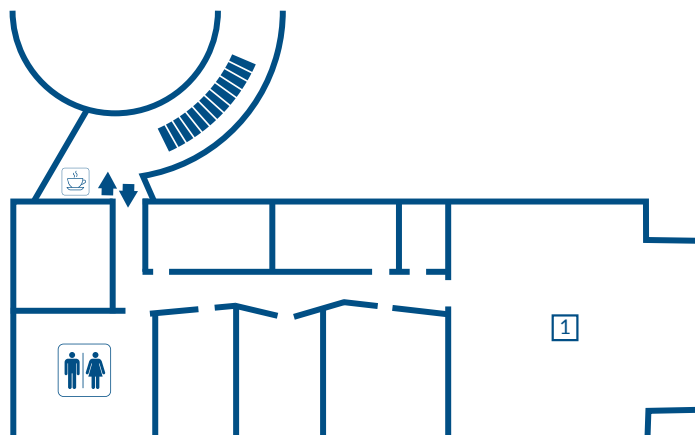


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|-----------------------------------|---|
| 1 MEDIA CENTER | 6 BLUE ROOM |
| 2 MAIN PLENARY ROOM (LV 0) | 7 LARGE PRESS CONFERENCE ROOM (LV 0) |
| 3 FAMILY PHOTO (LV 0) | 8 GREEN ROOM (LV 2) |
| 4 PRESS WALL (LV 0) | 9 SMALL PRESS CONFERENCE ROOM |
| 5 RED ROOM (LV 2) | |

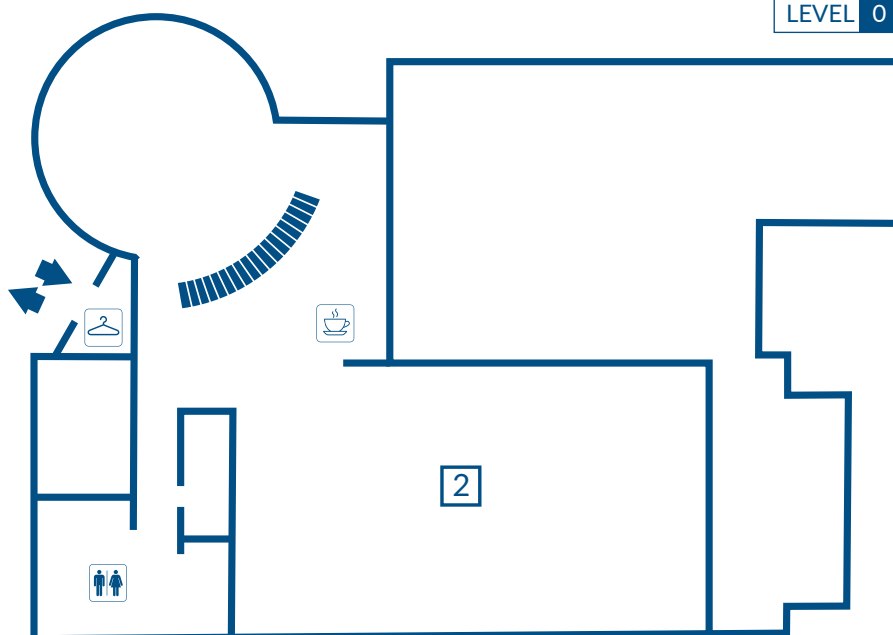
RAILWAY STATION MEDIA AREA



- | | |
|--|--------------------------------|
| 1 NGO AREA | 7 CHILLOUT ZONE |
| 2 RECORDING STUDIO 1 | 8 CATERING AREA |
| 3 RECORDING STUDIO 2 | 9 WORKING AREA FOR JOURNALISTS |
| 4 RECORDING STUDIO 3 | 10 MIXED AREA |
| 5 PRESS OFFICE | 11 MEDIA INFORMATION DESK |
| 6 MEDIA INFORMATION DESK AND IT SUPPORT DESK | |



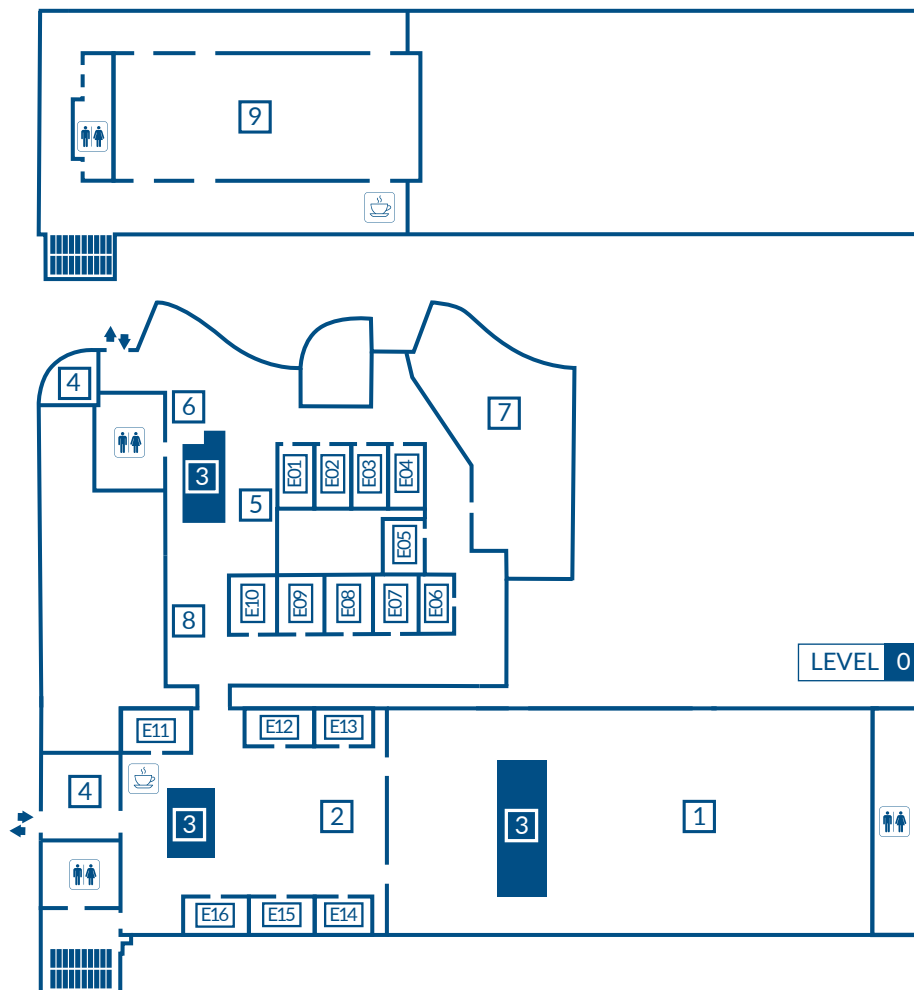
LEVEL 2



LEVEL 0

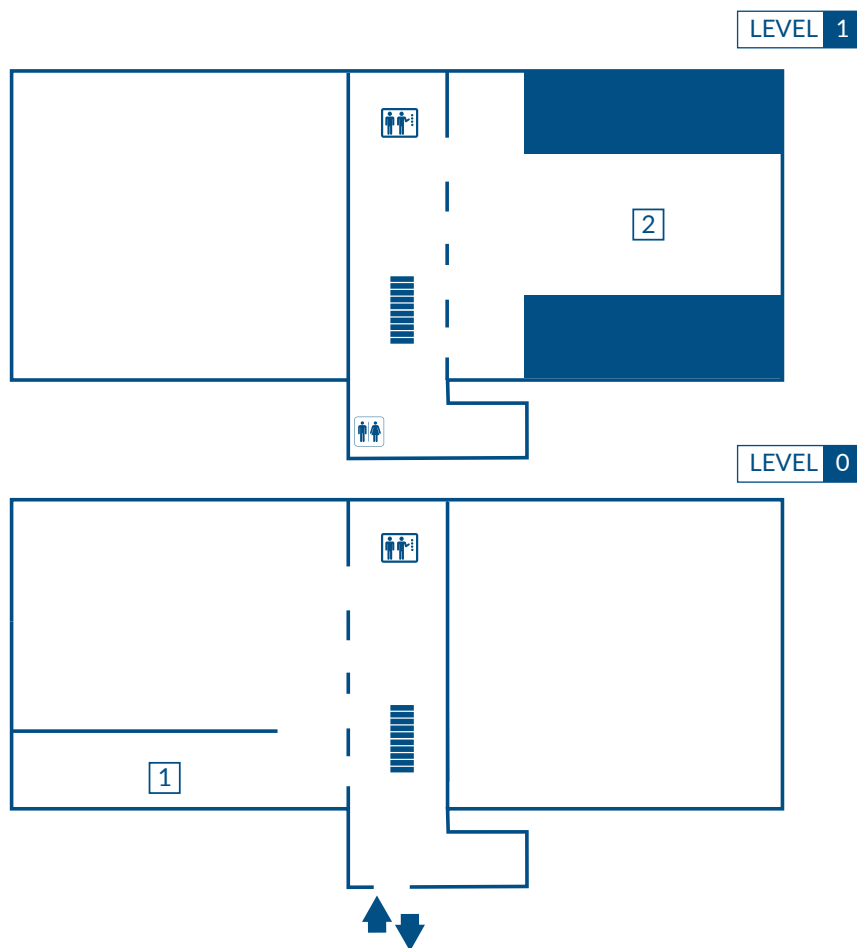
1 GREEN ROOM

2 2.12.2022 LARGE PRESS CONFERENCE ROOM



- 1 MAIN PLENNARY ROOM
- 2 FAMILY PHOTO
- 3 PLATFORM FOR PRESS
- 4 LOCKER ROOM
- 5 PRESS WALL

- 6 RECEPTION DESK
- 7 VIP LOUNGE
- 8 BILATERAL MEETING ROOMS ORDERING POINT
- E01 - E16 BILATERAL MEETING ROOMS
- 9 RED ROOM



1 SMALL PRESS CONFERENCE ROOM

2 PRESS WALL



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POLAND 2022

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