The OSCE Chair-in-Office welcomes the Heads of Delegation (Broadband only)

10.00

10.00

11.15

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18.00

18.40

The Indeholm Fair Centre

Ministry Council Plenary Hall

Pre-Symposium/Pre-Plenary

1. Water Meetings

4. Delegation Luncheon Area

5. Delegation Offices

6. Conference Services

7. Press Centre

Media Guide

16th OSCE Ministerial Council, Helsinki, 4 and 5 December 2008

Overview of the Indeholm Fair Centre

The Media Centre offers free access to accredited media.

For more information on the meeting arrangements and general OSCE information, please visit www.osce.org/conferences/hc_2008.html

For additional information on the OSCE, please visit www.osce.org

NGO

OSCE SUOMI08 FINLAND

Media and stands

Lunch is served at Ancilades in the Upper Gallery. Meals will be available free of charge. Snacks, coffee, tea and soft drinks are served in the Media Café in the Media Centre.

Smoking is not permitted in the Media Centre.

First aid

The first aid room is located on the floor, Upper Gallery. Tel. +358 (0) 9 5109 228. Please contact the Media Info Desk for further guidance. In case of an emergency, please dial the general emergency number 112.

Information on media arrangements

Renate Rihme, Head of Media Arrangements  +358 40 842 3933

Irla Karhunen, Media Info Desk  +358 40 563 9214

Jara Väisänen, Photo Pixus  +358 40 481 9010

Ulla Delinax, Briefing room reservations  +358 40 758 5659

Finnish OSCE Chairmanship, Communications  +358 40 510 3925

Sirkku Alponen, Deputy Director  +358 40 758 6572

OSCE press staff

Press office, Media Centre  +358 9 25422 100

Martti Nevala, Spokesperson  +358 9 415 6677

Virve H. Guldosten, Deputy Spokesperson  +358 9 415 6673

Mikael Tarkka, Press Officer  +358 9 415 6670

Susanna Lait, Press Officer  +358 9 415 6675

Sonja Repo, Press Officer  +358 9 415 6670

Wednesday, 3 December

10.00 The Media Centre opens

10.30–11.00 Opening hours of the Media Café

13.00 An OSCE Civil Society Forum will be held on 2 and 3 December. Address: Orastuovaltio, Mooskatulo 10, Helsinki. The forum will be open to the media. For more information, please see www.osce.org/ff

13.30 Press briefing by the Finnish OSCE Chairmanship (Saarit Toivakka)

14.00 The Media Centre closes

Thursday, 4 December

08.00 The Media Centre opens

08.30 Arrival of the Heads of Delegation (outdoors) (Free access to accredited media)
Dear Friends, I am very happy to have this opportunity to wish you all welcome to the 16th Ministerial Council of the OSCE in Helsinki on 5–6 December 2003. The process that led to the present OSCE started when the Conference on Security and Cooperation in Europe (CSCE) convened in Helsinki, 1–8 July 1975. We have been deeply honored that, "in the spirit of Helsinki", we can now host this meeting. Since the year when the opening words of the organisation were unveiled, the host city, the OSCE, and the entire world around us have changed dramatically. Even though in a sense, this meeting in Helsinki represents a return to the roots of the organisation, we shall put our attention firmly to the future. We must live to see in the present. The current year has presented once again the value of this organisation. As an organisation spanning Europe through Vladivostok, the OSCE plays a key role as a promoter of security and cooperation.

I wish you all a pleasant stay in Helsinki. Increase the Peace.

Alexander Stubb

Minister for Foreign Affairs of Finland
Chairman-in-Office of the OSCE 2003

Media Accreditation Desk at the Fair Centre in Pasila
Address: Rautatiekatu 2, Pasila, Helsingfors, www.ongli.fo
Media entrance: Katalankatu, entrance 4.2

Opening hours:
- Wednesday: 3 December 10:00–18:00
- Thursday: 4 December 09:00–18:00
- Friday: 5 December 09:00–18:00

Media Info Desk in the Media Centre
Tel: +358 9 7472 500
Fax: +358 9 7472 465
E-mail: mediainfo@enndis2003.fo (only during the 04)

If help desk
The Media Centre for any other assistance, including technical problems
Tel: +358 9 7472 140

OSCE conference 2004
The official website of the 16th OSCE Ministerial Council provides links to OSCE documents, communications, position papers, for the media, etc.

OSCE website
www.osce.org/conferences/noc_2004.html

Working facilities for audiovisual media
Working facilities in the Media Centre include a LAN connection, Internet, access to a shared printer, flipchart, and whiteboard. Media staff has access to computers at the work stations. Media staff's names, positions, and telephone numbers are available on the name plate and on the desk. All computers in the Centre are Linux-based, and all of the public is equipped with a standard computer (Oracle). Photographs and videos are available for shared use.

Headsets are available for listening to the council meeting broadcasts and to the final press conference. Interpretors are spoken heard, are sourced from different channels.

Working facilities for radio and television
All booths are equipped with telephone and high-speed internet, some with CC, PC, and ISDN. Audio and video signals are available in the area. In principle, booths will be assigned on a first come first served basis. Please email us your

preliminary requests for booths, latest 26 November to merike.anna@enndis2003.fo

Hotel broadcasts
- Finnish Broadcasting Company, VEF
- Tel: +358 9 7472 0541
- Head: Juhani Kemppi
- Tel: +358 9 7472 176

Outside broadcasting vehicles
- Thurk and broadcasting service area, near the TV Radio entrance.

- Additional 10 hours for sets that should be ordered in advance or requested at the Media Info Desk.

- Please note that all vehicles entering the Fair Centre will be parked on the special lot. This will be up to an hour per vehicle.

- Host photographer
The Finnish OSCE Channel will provide your photography with the photo credit by the media of www.osce.org/conferences/noc_2004.html

- Information and CCTV
- The sessions of the Ministerial Council will be broadcasted live by a big-screen and CCTV in the Media Centre. Simultaneous translations will be provided into the OSCE official languages; viewer headphones can be obtained at the Media Info Desk. Signal splitters for the original speaker language are available at the OSCE information booth area.

- The latest information and the press programme will be shown on the information screen.

- Video-linking
The Ministerial Council press conference can be viewed live or from the archive at吞www.enndis2003.fo

- Pools
Pools are open for photographers and cameramen with a pool card. Pool cards are granted exclusively on a single event, and can be collected at the Media Info Desk approximately 90 minutes before each event. The rate to be followed will be the "first come first served. Accredited media will also have free access to the events of the OSCE on Thursday afternoon. Those interested in media will be taken in groups. In the Council, the OSCE offers will be available at Media Info Desk. For more information, please contact the Media Info Desk staff.

- Press briefings
The final press conference takes place on Friday, 5 December, in the main Press Conference room of the Media Centre. Interviewers and smaller press briefings will also be held in the briefing room of the Media Centre. Interview rooms at the Media Centre can be reserved at the Media Info Desk.

- Interviews
For one-to-one interviews with delegations, please call the number of the respective delegation’s liaison officer. For additional assistance in as much delegations and organisations not listed below, please contact the Media Info Desk.

- Offices

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The OSCE Chairman-in-Office welcomes the Heads of Delegation ( Brief Broadcaster until 10:00)

10:00

Informal opening and first plenary session (Room 1 – fourour tables)

Addresses to

Taina Hakonen, President of the Republic of Finland

Alexandra Fabbri, Chairman in Office, Minister for Foreign Affairs

Joaque Roca, President of the Parliamentary Assembly

Marina Pechmezoumba, OSCE Secretary General

12:40

Lunch buffet for Heads of Delegation (Room 3 – fourour tables)

12:45–15:00

Senior officials for media representatives at the Media Centre, Upper Gallery

15:00

Second plenary session (Room 3 – fourour tables)

Statements by Heads of Delegation

19:30

Reception for the Media and Members of Delegations hosted by the City of Helsinki at the City Hall

21:00

Official dinner for the Heads of Delegation at Finland Hall, hosted by Taina Hakonen, President of the Republic (Room 3 – welcome by the President and fourour tables).

22:00

The Media Centre closes

Friday, 5 December

09:00

The Media Centre opens

09:30

Third plenary session (Room 6 – fourour tables)

Statements by Heads of Delegation

09:30

Formal Closure and addresses by:

Matti Vanhanen, Prime Minister of Finland

Aapo Salmén, Chairman in Office, Minister for Foreign Affairs

12:00

Lunch buffet for media representatives at the Media Centre, Upper Gallery

15:00

Final press conference by the OSCE Triksa ministers

19:00

The Media Centre closes

Shuttle bus service will be provided between the Media Centre and the airport. Timetables available at the Media Info Desk.

For more information on the meeting arrangements and general OSCE information, please visit www.osce.org/conferences/roc_2008.html

The Helsinki Fair Centre

1. Ministerial Council Plenary Hall

2. PressRoom/PC Plenary

3. Press Meeting Area

4. Delegation Landmark Area

5. Delegation Offices

6. Conference Rooms

7. Press Centre

Overview of the Helsinki Fair Centre

The Indefatigable

16th OSCE Ministerial Council, Helsinki, 4 and 5 December 2008

Media Guide

16th OSCE Ministerial Council, Helsinki, 4 and 5 December 2008

Wednesday, 3 December

10.00

The Media Centre opens

19.00

An OSCE Civil Society Forum will be held on 2 and 3 December. Address: Otsostrasse, Manneriski 1b, Helsinki

The forum will be open to the media. For more information, please see www.osce.org

19.00

Press briefing by the Finnish OSCE Chairmanship

(30.11.08)

20.00

The Media Centre closes

Thursday, 4 December

08.00

The Media Centre opens

08.30

Arrival of the Heads of Delegation outside (Free access to accredited media)
NGO

Media and snacks
Lunch is served as Avocado in the Upper Gallery. Meals will be available free of charge. Snacks, coffee, tea and soft drinks are served in the Media Centre and the Media Bar.

Smoking is not permitted in the Media Centre.

First aid
The first aid room is located on the floor, lower Gallery, Tel. +358 (0) 30-550-321. Please contact the Media Info Desk for further guidance. In case of an emergency, please dial the general emergency number 112.

Information on media arrangements
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Elina Kallio, Media Info Desk +358-30-624-3964
Jari Virola, Photo Povix +358-30-624-3990
Ulla Dellaas, Briefing room reservations +358-30-759-5606

Finnish OSCE Chairmanship, Communications
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Elina Ilmonen, Deputy Director +358-30-756-3679

OSCE press staff
Marin Nevala, Press Centre +358-30-756-110
Vesa Gerdin, Deputy Spokesperson +358-30-756-161
Pekka Rekola, Press Officer +358-30-756-161
Susanna Isola, Press Officer +358-30-756-161
Sanna Yli, Press Officer +358-30-756-161

Wednesday, 3 December

10.00 The Media Centre opens
11.00–12.00 An OSCE Civil Society Forum will be held on 2 and 3 December. Address: Otaniemi, Moomu, 1B, Helsinki. The forum will be open to the media. For more information, please see www.osce.org

12.00–14.00 Press briefing by the Finnish OSCE Chairmanship (Press time: 14.30)

18.00 The Media Centre closes

Thursday, 4 December

08.50 Arrival of the Heads of Delegation outside (free access to accredited media)
09.00 The Media Centre opens

The OSCE Chair-in-Office welcomes the Heads of Delegation (brief opening only)

10.00 Official opening and first plenary session (Press 7–tour de table)
Address by Tarja Halonen, President of the Republic of Finland, Alexander Stubb, Chair-in-Office, Minister for Foreign Affairs, Olli Kuusela, President of the Parliamentary Assembly, Muriel Piat (Chair), OSCE Secretary General

12.00 Working lunch for Heads of Delegation (Press 3–tour de table)

12.15–13.00 Official lunch for media representatives at the Media Centre, Upper Gallery

15.00 Second plenary session (Press 6–tour de table)
Statements by the Heads of Delegation
Reception for the Media and Members of Delegations hosted by the City of Helsinki at the City Hall

Studio bus services will be provided between the Media Centre and the City Hall between 17.30 and 21.30.

20.00 Beach party for Heads of Delegation at Finlandia Hall, hosted by Tarja Halonen, President of the Republic of Finland. Welcome by the President and tour de table

22.00 The Media Centre closes

Friday, 5 December

09.00 The Media Centre opens

09.30 Third plenary session (Press 6–tour de table)
Statements by the Heads of Delegation
Formal Closing and addresses by:
Mathi Vanhanen, Prime Minister of Finland
Mårten Söder, Chair-in-Office, Minister for Foreign Affairs

12.00–13.00 Official lunch for media representatives at the Media Centre, Upper Gallery

15.30 Final press conference by the OSCE Chair-in-Office

18.00 The Media Centre closes

Studio bus services will be provided between the Media Centre and the airport. Timetable available at the Media Info Desk.

For more information on the meeting arrangements and general OSCE information, please visit www.osce.org/conferences/osce_2008.htm
Media and snacks
Lunch is served at an invitational in the Upper Gallery. Meals will be available at a charge. Snacks, coffee, tea and soft drinks are served in the Media Cafe in the Media Centre.
Smoking is not permitted in the Media Centre
First aid
The first aid is located on the floor, Lower Gallery. Tel +358 (0) 40 5109 228. Please contact the Media Info Desk for further guidance. In case of an emergency, please call the general emergency number 112.
Information on media arrangements
Renate Kühne, Head of Media Arrangements +358 40 624 5933
Eija Kaunisto, Media Info Desk +358 40 563 0243
Jari Virtanen, Photo Press +358 40 481 9800
Ulla Dellhaus, Briefing room reservations +358 40 715 3555
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Eira Valkonen, Deputy Director +358 40 715 6375
OSCE press staff
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Virginia Goeddenen, Deputy Spokesperson +358 9 541 6701
Michal Mrazek, Press Officer +358 9 541 6701
Sooma Lis, Press Officer +358 9 541 6701
Sooma Yli-Pietikäinen, Press Officer +358 9 541 6701

Wednesday, 3 December
10.00 The Media Centre opens
11.00 An OSCE Civil Society Forum will be held on 2 and 3 December
12.00 Opening hours of the Media Centre
19.00 Press briefing by the Finnish OSCE Chairmanship
(accurate time TBA)
20.00 The Media Centre closes

Thursday, 4 December
09.00 The Media Centre opens
08.50 Arrival of the Heads of Delegation (free access to accredited media)

The OSCE Chairperson in Office welcomes the Heads of Delegation (brief broadcast only)
10.00 Formal opening and first plenary session (Panel 1: Tour de Table)
Address to:
Tarja Halonen, President of the Republic of Finland
Alexandre Stubb, Chairman in Office, Minister for Foreign Affairs
Jyrki Katainen, President of the Parliamentary Assembly
Marc Perrin de Brichambaut, OSCE Secretary General
12.00 Family photo (Panel 2)
13.00 Working lunch for Heads of Delegation (Panel 3: Tour de Table)
15.00 Second plenary session (Panel 2: Tour de Table)
Statements by the Heads of Delegation
Recitation for the Media and Members of Delegations hosted by the City of Helsinki at the City Hall
19.30 Shuttle bus service will be provided between the Media Centre and the City Hall between 18:15 and 21:15.
20.00 Official dinner for the Heads of Delegation at Finlandia Hall, hosted by Tarja Halonen, President of the Republic (Panel 5: Welcome by the President and tour de table)
22.00 The Media Centre closes

Friday, 5 December
09.00 The Media Centre opens
09.30 Third plenary session (Panel 4: Tour de Table)
Statements by the Heads of Delegation Formal closure and addresses by:
Matti Vanhanen, Prime Minister of Finland
Axel Sandberg, Chairman in Office, Minister for Foreign Affairs
12.00 Buffet lunch for media representatives of the Media Centre, Upper Gallery
15.30 Final press conference by the OSCE chairperson
19.00 The Media Centre closes
Shuttle bus service will be provided between the Media Centre and the airport. Timetable available at the Media Info Desk.

For more information on the meeting arrangements and general OSCE information, please visit www.osce.org/confereaces/1c_2008.html

Overview of the Helsinki Fair Centre

16th OSCE Ministerial Council, Helsinki, 4 and 5 December 2008

Media Guide