



Guidelines on media access at the fourteenth session of the Assembly of States Parties to the Rome Statute of the International Criminal Court

**World Forum Convention Center, The Hague
18 - 26 November 2015**

Preamble

The following agreement between the Secretariat of the Assembly of States Parties (SASP) and the media accredited to cover the fourteenth session of the Assembly of State Parties (ASP) governs media access at the fourteenth session, to be held from 18 to 26 November 2015. During times of heightened security, additional restrictions may apply.

The purpose of this agreement is to grant as much access as possible to members of the press while safeguarding the Assembly premises (World Forum Convention Center, *hereafter*: Assembly premises) and ensuring the safety, security and comfort of all of its occupants: staff, delegates and press alike.

Journalists who are granted access to the Assembly premises must abide by the policies in place. Those, if any, who may violate the ground rules of wider access will risk a withdrawal of their accreditation.

1. Media access in general

- a. All journalists accessing the Assembly premises with equipment must pass through security screening.
- b. Due to ongoing renovations at the World Forum Convention Center, the participants of the fourteenth session are kindly requested to avail themselves of the special entrance under the white canopy located next to the main Novotel entrance at Johan de Wittlaan. Participants arriving by car may also be dropped off in front of this entrance.
- c. All camera crews accessing the Assembly premises with equipment must use this entrance between 08:00 and 9:00 hours daily.
- d. Journalists may access authorized areas of the Assembly premises, escorted by a member of the SASP, after they and their equipment have passed through security screening, unless the International Criminal Court (ICC) Security has declared a heightened period of security.
- e. Journalists are not permitted to sign in guests.
- f. Journalists may access only through the entrance between 08:00 and 18:00 hours.
- g. Journalists will be required to read these guidelines and adhere to them.
- h. Due to space limitation, journalists' access to side events, i.e. events not part of the official Assembly meetings, would need to be discussed directly with the respective organizer of the side event.
- i. Journalists recognize that there will be a press area available at the World Forum premises. The area will not be secured, thus the SASP will not assume any responsibility for lost or damaged equipment. The press area will be located in the main lobby of the World Forum

before the security filters across from the Novotel entrance. There will be a sign pointing to the press area. The WiFi password is “**worldforum**”

2. Media access to restricted areas

- a. All journalists have access to the Ground Floor area in front of the conference rooms South America, Central America and North America **with an escort from the SASP.**
- b. Journalists may interview officials on the ground floor of the Assembly premises if they have a scheduled appointment. However, broadcast correspondents must notify the SASP prior to the interview.
- c. Broadcast correspondents conducting TV “stand-ups” outside, yet within the Assembly premises, should notify the SASP, who will notify ICC Security prior to the event; in case this is not feasible, the correspondents must notify the ICC Security directly.
- d. The media may not congregate or conduct interviews at the Delegates’ Entrance (the west hallway to the World Forum Theatre between conference rooms Africa, Antarctica and Asia).
- e. All accredited journalists may access the area between conference rooms South and Central America (*hereafter*: “the Canal”) without an escort.
- f. Journalists may move around in the Canal area and conduct interviews.
- g. All media, in particular TV camera crews, must remain in the designated **northeast corner of the World Forum Theatre** at all times when the Assembly is in session. This location is also reserved for print media. However, media will have escorted access to the extended area in front of conference rooms South America, Central America and North America.
- h. Accredited media may conduct interviews in the above mentioned areas. On-the-record interviews should be conducted in the Canal area. Journalists may move between the areas outside conference rooms South America, Central America and North America when the Assembly is in session. Under no circumstances should the staircases and the hallway between conference rooms Africa, Antarctica and Asia leading to the World Forum Theatre be blocked.
- i. Journalists do not have access to the Oceania Lounge.
- j. Only hand-held voice recorders may be used for interviews. If the delegate wishes to do a TV interview, it should preferably take place in the Canal area with SASP approval and escort.
- k. The hallway in front of conference rooms Africa, Antarctica and Asia leading to the World Forum Theatre, is a restricted area, except after the meetings have ended.
- l. Side events are closed to press unless permission given by the respective organizers. The interested members of the press should contact Embassy hosting the given event.

3. General access for TV crews

- a. All media are permitted access to open meetings in designated areas within the World Forum Theatre, i.e. between the podium and conference room North America, with time restrictions to broadcast media.
- b. TV correspondents and their crew are permitted to film and interview diplomats and officials, with their consent, in designated areas of general media access located in the Canal area.
- c. All other areas **will require an SASP escort.** TV crews will only be permitted after prior consultation with the SASP who will provide an escort at all times.

Photo ops

Photo ops are limited to one minute maximum before the plenary sessions commence. If a large presence of visual media is present, they will be taken in two batches: first, the photographers, to be followed by the TV camera crew, or vice versa. SASP personnel will always be present at the photo ops. No questions are permitted during these photo ops.

Stakeout location

The Canal area between conference rooms South and Central America.

Media services and press kit

For general information, provisional programme of work of the fourteenth session, statements, speeches and press releases please refer to the website of the Assembly:

http://www.icc-cpi.int/en_menus/asp/sessions/documentation/14th-session/Pages/default.aspx

Areas open to all visual media:

Plenary meetings in designated areas (no flash permitted during meetings). However, according to rule 42 of the Rules of Procedure and Evidence, the Assembly may decide that if exceptional circumstances arise, its meetings may be held in private.

Areas closed to all visual media:

Oceania Lounge and any conference room where closed consultations are being held.

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