



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

**World Forum Convention Center, The Hague
20 - 28 November 2013**

Preamble

The following agreement between the Secretariat of the Assembly of States Parties (SASP) and the media accredited to cover the twelfth session of the Assembly of State Parties (ASP) governs media access at the twelfth session, to be held from 20 to 28 November 2013. 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. All camera crews accessing the Assembly premises with equipment must use the main entrance between 08:00 and 9:00 hours daily.
- c. 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.
- d. Journalists are not permitted to sign in guests.
- e. Journalists may access only through the main entrance between 08:00 and 18:00 hours.
- f. Journalists will be required to read these guidelines and adhere to them.
- g. Due to space limitation, journalists' access to side events would need to be discussed directly with the respective organizer of the event.
- h. Journalists recognize that there will be press facilities available at the Assembly premises at the Pacific room with access to WiFi. The room is not secured, thus the SASP will not assume any responsibility for lost or damaged equipment. The Pacific room is located at the lower level before the security filters. The staircase is located just across from the main security screening at the WFCC. There will be a sign pointing to the Pacific room. The WiFi password is "**worldforum**."

Please note: Pacific room might have to be vacated for purposes of official meetings.

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.

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.

Locations of media services

For statements, speeches, press releases: in front of conference room South America, in the vicinity of the registration desk before the security filter.

Press kit

General information: provisional programme of work of the twelfth session and general press release may be found on the website of the Assembly:

http://www.icc-cpi.int/en_menus/asp/sessions/documentation/12th-session/Pages/default.aspx#DOCUMENTATION

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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