



MEDIA ADVISORY NOTE



NOT FOR PUBLICATION OR BROADCAST

FOR THE
THIRD AFRICA –SOUTH AMERICA (ASA) SENIOR OFFICIALS_MEETING

EVENTS

1. **22-23 November 2011:** Senior Officials Meeting
2. **24 – 25 November 2011:** Ministerial Meeting

This Advisory Note, in word format is also available on:

www.au.int

1. ACCREDITATION

Access to media facilities will be available only to accredited media representatives. Accreditation is open to bona fide journalists, broadcasters, photographers, film and television camera crews and technicians. Applications for accreditation should be made on the attached form or on photocopies made from it.

It is necessary for journalists to send their application forms (**See attached accreditation form**), to the African Union Commission latest on 21 November 2011 to facilitate processing of conference badges.

Applications must be accompanied by two photographs (02) and a letter on a letterhead from your organization indicating your function. They should be signed by a senior executive confirming that the applicant has been assigned to cover the AU Summit and should be supported by a copy of a professional Press Card or equivalent identification.

1. The application form and the photographs shall be scanned and sent by e-mail to:

Mrs. Esther Azaa Tankou
Communication and Information Division
African Union Commission
E-mail: yamboue@africa-union.org /
esthertankou@yahoo.com / habibam@africa-union.org

Please Note:

- In all cases, the application form for accreditation and the photographs shall be scanned and sent by mail, e-mail .
- **Applications should reach us before Monday 21 November 2011.**

After arrival to Equatorial Guinea, journalists will need to get the official government accreditation card (this involves being photographed before the card is processed) and an AU conference badge.

As there is usually pressure to get into the meeting halls on the actual day, journalists are advised to make sure they arrive in Equatorial Guinea in good time so as to have the documentation done before the meetings start.

Any further enquiries may be directed to: Secrétariat of the Organising Comitee :

- ❖ **SEM Federico ABAGA ONDO**
- ❖ N°. Tél. 240- 222- 27 -37 -23
- ❖ courriel: E-mail: secretariauasa@yahoo.es

- ❖ **M. Eugenio NSE OBIANG**
- ❖ N° Tél.: 240-222-20-79-69/ 240-25-02-03
- ❖ courriel: secretariauasa@yahoo.es

2. CUSTOMS CLEARANCE

Accredited media personnel bringing technical equipment with them to Equatorial Guinea will be subject to full Customs Control. Therefore, kindly send your list of equipment (two copies) together with your application for accreditation. **(See attached equipment form)**

3. MEDIA FACILITIES

Media Centers, with facilities for print and electronic media will be located at the Sipopo Conference Center in Malabo, Republic of Equatorial Guinea.

A general work area will be provided in the Media Center.

The PC's will provide free Internet access and will share printers.

5. TELEPHONES AND FAXES

Telephone and fax facilities will be provided on a commercial basis.

7. PRESS COVERAGE AND PHOTO POOLS

Opening and Closing Sessions during the meetings are open to journalists.

9. ACCOMMODATION

Accommodation will be on self-arrangement basis. It is advisable to make your booking early to avoid last minute inconveniences, through the following contacts:

SEM Federico ABAGA ONDO

- ❖ N°. Tél. 240- 222- 27 -37 -23
- ❖ courriel: E-mail: secretariauasa@yahoo.es

❖ **M. Eugenio NSE OBIANG**

- ❖ N° Tél.: 240-222-20-79-69/ 240-25-02-03
- ❖ courriel: secretariauasa@yahoo.es

Attached is the Accreditation Form and the Media Equipment Forms to be filled and send through e-mail to the following addresses:

❖ **SEM Federico ABAGA ONDO**

- ❖ N°. Tél. 240- 222- 27 -37 -23
- ❖ courriel: E-mail: secretariauasa@yahoo.es

❖ **M. Eugenio NSE OBIANG**

- ❖ N° Tél.: 240-222-20-79-69/ 240-25-02-03
- ❖ courriel: secretariauasa@yahoo.es

**Ms. Esther Azaa Tankou
African Union Commission**

- ❖ Tel : (+240) 222714226
- ❖ E-mail : yamboue@africa-union.org / esthertankou@yahoo.com / habibam@africa-union.org

ACCREDITATION FORM FOR THE PRESS

**THIRD AFRICA –SOUTH AMERICA (ASA) SENIOR OFFICIALS
MEETING
MALABO, FROM 22 TO 25 NOVEMBER 2011**

NAME (Mr/Mrs./Miss):

FIRST NAME (S):

NATIONALITY: _____

SEX: _____

PRESS ORGAN: _____

PASSEPORT N° : _____

PROFESSIONNELLE IDENTIFICATION N°

Kind of activity to be carry out in Malabo

JOURNALIST	CAMERAMEN	PHOTOGRAPHER	TECHNICIAN	ANY OTHER TO SPECIFY

ADRESSE CONTACT: _____

TELEPHONE:

FAX:

E-MAIL:

DATE ET TIME OF ARRIVAL:

FLIGHT N° :

SIGNATURE: _____ **DATE:**

MEDIA EQUIPEMENT FORM

**THIRD AFRICA –SOUTH AMERICA (ASA) SENIOR OFFICIALS
MEETING**

MALABO, FROM 22 TO 25 NOVEMBER 2011

**List of équipements for Mr/ Mrs/Miss) and Others (to
specify please)**

Name of the agency /channel: _____

Nb	TYPE DOF MATERIAL	SERIES NUMBER	COST in \$ US