



African Union



NOT FOR PUBLICATION OR BROADCAST

MEDIA ADVISORY NOTE

**FOR THE
EXTRAORDINARY SESSION OF THE ASSEMBLY OF THE AFRICAN
UNION ON THE AFCFTA
KIGALI, REPUBLIC OF RWANDA**

17-21 MARCH 2018

AU THEME OF THE YEAR 2018

***“Winning the Fight against Corruption: A Sustainable Path to Africa’s
Transformation”,***

1. **ACCREDITATION FOR MEDIA PERSONNEL ATTENDING**

All journalists will apply online. The media accreditation form is available on: <https://www.rwandaevents.rw/au/> and <https://au.int/en/CFTASummit2018/accreditation>

Once journalists receive confirmation of their application they may also apply for their visa online on <https://www.migration.gov.rw/index.php?id=203>.

Alternatively, all journalists may get their visa upon arrival at Kigali International Airport.

1.1. **E-mail:**

After completing the accreditation form, the form and scanned copies of all the required documents should be sent via e-mail to Mr. Molalet Tsedeke MolaletT@africa-union.org copy to Ms. Muluken Sisay MulukenS@africa-union.org

Required documents to accompany application form

- Two passport size photographs not more than six months old;
- A letter of assignment on a letterhead from the journalist's organization indicating his/ her function;
- Copy of a valid professional press card or equivalent identification

2. **CUSTOMS CLEARANCE FOR MEDIA EQUIPMENT**

Accredited media personnel bringing technical equipment with them to Rwanda will be subject to full Customs Control. Journalists are requested to send their list of equipment. See media equipment form on the AU website: <https://au.int/en/CFTASummit2018/accreditation>

Journalists wishing to bring in live broadcasting equipment or to request live transmission facilities should contact the local contact provided below.

3. **WHAT TO DO IN RWANDA**

Journalists will need to get two badges.

- 3.1. The **Government press badge** will be issued by the government authorities. This involves being photographed before the card is processed. Journalists will be advised in due course of the accreditation venue. This badge will allow access into the Summit venue.
- 3.2. **AU Conference badge:** After getting the government issued press badge, journalists will need to get their Conference badges from the African Union Commission at the venue of the Summit (Office of the AU

Communication staff). This badge will give them access into the conference rooms during the Summit.

- 3.3. Journalists are advised to make sure they arrive in Rwanda in good time so as to have the documentation done before the meetings start.
- 3.4. Journalists are also advised to arrive at Summit venues early to ensure that they clear all entry procedures before the meetings start.

4. YELLOW FEVER CARDS

- 4.1. Yellow fever cards will be required at the ports of entry for everyone travelling from yellow fever designated countries.

5. MEDIA FACILITIES

A media center, with facilities for print, online and electronic media will be available at the Summit venue. Access to media facilities will be available only to accredited media representatives.

6. REQUESTS FOR INTERVIEWS WITH AUC LEADERSHIP

Journalists wishing to interview the leadership of the AU Commission during the Summit should submit their requests to Mrs Esther Azaa Tankou, Head of Information Division, African Union Commission (AUC) on: YambouE@africa-union.org / esthertankou@yahoo.com; while for the Rwandan officials please go through the local contacts provided below.

7. MEDIA BRIEFINGS BY AU LEADERSHIP

Briefings by leaders of the various African Union organs and programmes will take place at the conference center. Journalists will be given advance notice of the briefing time, venue and speakers.

Other partner organisations of the AU occasionally request facilities through the DIC for media briefings during the Summit. Journalists will be notified of such briefings through postings on the notice board at the media center

8. MEDIA COVERAGE OF THE SUMMIT

Official Opening and closing sessions including public debates/ sessions during the meetings are open to journalists, depending on availability of space within the meeting rooms. Media practitioners will be informed of how to enter the plenary halls and meeting rooms in the following ways:

- A guideline will be circulated to all media on the AU database and on the AU website
- A briefing session will be held for all media during the Summit. A notice will be circulated regarding the time and date of the briefing.

9. LIVE STREAMING

Open sessions of the Summit will be streaming live on <http://www.rba.co.rw/> <http://www.au.africa> for the public to follow live all the open sessions worldwide.

These feeds will be available through the media centre. Media will also be notified of all live streamed meetings via the website and notices posted at the media center.

11. TELEPHONES AND FAXES

Telephone facilities will be available on a commercial basis.

12. TELEVISION AND RADIO

The link for live proceedings of the opening session of the Summit will be publicised as soon as it is established.

Related enquiries should be sent to **Mr Kennedy Munyangayo** from Rwanda Broadcast Agency +250 788 305 170, mukennedy@yahoo.fr

13. ACCOMMODATION

Accommodation will be on self-arrangement basis. Journalists are advised to make their booking early to avoid last minute inconveniences. A list of hotels in Kigali, Rwanda will soon be available on the African Union website: www.au.africa and on the www.rwandatourism.com

14. SUMMIT COMMUNICATIONS ENQUIRIES

Further enquiries on the arrangements made for the media for the Summit should be directed to

Mrs. Esther Azaa Tankou

Head of Information Division, AUC

yambe@au.int or esthertankou@yahoo.com

Vivianne Mukakizima

Director Media

Office of the President

Phone: +250786554825

Email: vmukakizima@presidency.gov.rw

Sam Mandela Muzinga

Communication Researcher

Office of the Government Spokesperson (OGS)

Phone: +250788530639

Email: smandela@ogs.gov.rw