



MEDIA ADVISORY NOTE



NOT FOR PUBLICATION OR BROADCAST

MEDIA ADVISORY NOTE

**FOR THE
23RD ORDINARY SESSION OF THE ASSEMBLY OF THE AFRICAN UNION**

MALABO, EQUATORIAL GUINEA 20-27 JUNE 2014

THEME OF THE SUMMIT

“2014 Year of Agriculture and Food Security, Marking 10th Anniversary of the Adoption of the Comprehensive Africa Agriculture Development Programme (CAADP)”

EVENTS

- | | |
|-------------|---|
| 20-21 June: | 28 th Ordinary Session of the Permanent Representatives Committee |
| 23-24 June: | 25 th Ordinary Session of the Executive Council of the African Union |
| 26-27 June: | 23 rd Ordinary Session of the Assembly of the African Union |

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.

Four methods of accreditation are available:

a. Online system:

The forms are available at: www.au.int/en/summit/23rdSummit

b. E-mail:

After completing the accreditation form available at: www.au.int/en/summit/23rdSummit, the form and scanned copies of all the required documents should be sent via e-mail to Mrs Rahel Akalewold on: rahela@africa-union.org

c. Mail:

After completing the accreditation form available at: www.au.int/en/summit/23rdSummit, the form and all the required documents should be sent to:

Mrs. Rahel Akalewold
Directorate of Information and Communication
African Union Commission
PO BOX 3243
Addis Ababa
Ethiopia
Tel: + 251 11 551 4555
Fax: +25111551 1299

d. By hand:

After completing the accreditation form available at: www.au.int/en/summit/23rdSummit, the form and all the required documents can be submitted by hand to Mrs. Rahel Akalewold in Room 501 New Conference Building at the AU Commission.

The application should be signed by a senior executive confirming that the applicant has been assigned to cover the AU Summit.

Required documents to accompany application form:

- Two passport size photographs;
- A letter on a letterhead from the journalist's organization indicating his/her function;
- Copy of a professional press card or equivalent identification

It is also advisable to carry hard copies of all the required documents in case of any necessary checks.

Applications should reach Mrs Akalewold before Monday 16 June 2014.

What to do in Malabo?

a. Security badge:

Media members will be given a security badge allowing them to access the permitted areas.

In order to facilitate the entry and activities of the media, its members are requested to ask for a permit at the following e-mail address comitenacional.evento@gmail.com

Alternatively use the following telephone numbers:

- HE Mr Teobaldo Nhaso Matomba - **Tel:** +240 222 515335 or
- HE Mr Federico Abaga Ondo – **Tel:** +240 222 273723

b. 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 conference center. These will give them access into the conference rooms.

Journalists are advised to make sure they arrive in Malabo in good time so as to have the documentation done before the meetings start.

Journalists are also advised to arrive at summit venues early to ensure that they clear all entry procedures before the meetings start.

2. PASSPORTS AND VISAS

Journalists from countries where Equatorial Guinea has a diplomatic or consular mission should formalize their visa applications in those countries.

Journalists from countries where Equatorial Guinea has no diplomatic or consular mission, have the right to obtain a visa on their arrival at the Malabo Airport.

The official lists of their respective delegations should be sent before-hand by contacting:

HE Mr Teobaldo Nhaso Matomba – Tel: +240 222 515335

Or HE Mr Federico Abaga Ondo – Tel: +240 222 273723

E-mail: comitenacional.evento@gmail.com

PS:

Please note that there is a charge for the visa processing for everyone using national passports.

3 CUSTOMS CLEARANCE

Accredited media personnel bringing technical equipment with them to Malabo will be subject to full Customs Control. Therefore, journalists are kindly requested to send their list of equipment (two copies) together with their application for accreditation. (See media equipment form at www.au.int/en/summit/23rdSummit)

4 MEDIA FACILITIES

A media center, with facilities for print and electronic media will be located at the conference center in Malabo.

The computers will provide free Internet access and will share printers. Wi fi connectivity will also be available.

5 INTERVIEWS REQUESTS

Journalists wishing to interview the leadership of the AU Commission during the summit should submit their requests to Mrs Esther Azaa Tankou on YambouE@africa-union.org; esthertankou@yahoo.com.

6 MEDIA BRIEFINGS

Briefings by the African Union resource persons will take place in the media briefing center. Journalists will be given advance notice of the briefing time and speakers.

7. TELEPHONES AND FAXES

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

8. TELEVISION AND RADIO

Facilities for satellite feeds can be booked in advance by contacting:

- HE Mr Teobaldo Nhaso Matomba – **Tel:** +240 222 515335
- Or HE Mr Federico Abaga Ondo – **Tel:** +240 222 273723
- **E-mail:** comitenacional.evento@gmail.com

9. PRESS COVERAGE AND PHOTO POOLS

Opening and closing sessions during the meetings are open to journalists, depending on availability of space within the meeting rooms.

10. ACCOMMODATION

Accommodation will be on self-arrangement basis. Journalists are advised to make their booking early to avoid last minute inconveniences.

Please refer to the Equatorial Guinea government website: <http://www.maege.org/> or contact: comitenacional.evento@gmail.com. The hotel list for Malabo is also available on <http://summits.au.int/en/23rdsummit>