



Deutschland 2016

23rd Ministerial Council

Hamburg, 8-9 December 2016

Media Handbook



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Dear media representatives,

It is my pleasure to welcome you to the 23rd OSCE Ministerial Council in Hamburg. It is no coincidence that the final meeting of foreign ministers of the 57 OSCE participating States in 2016 will be held here: No other city in Germany represents open-mindedness, tolerance and international connectivity quite like Hamburg. The port of Hamburg is our “gateway to the world”. The famous civic spirit of Hamburg’s citizens has promoted a culture of active participation in the city.

The German OSCE Chairmanship also embodies all of these values: we have worked towards building bridges, strengthening dialogue and engaging civil society further in the OSCE’s discussion and decision making processes. The OSCE Ministerial Council is the culmination of these efforts to strengthen the OSCE. The key priorities of the German OSCE Chairmanship in 2016 have emphasized essential objectives in the face of current crises: “Renewing dialogue, rebuilding trust, restoring security”.

Throughout 2016, the OSCE has again proven to be a forum for dialogue – not least at the Informal Ministerial Meeting in Potsdam on 1st September. By organizing various international conferences on topics like economic connectivity, or tolerance and diversity, to name just a few, the Chairmanship has contributed to intensifying networks between governments, think tanks, business representatives and civil society of OSCE participating states.

A busy and eventful year is coming to a close, but there is still much to do. Further efforts will be required to enhance security and co-operation within the OSCE area. Beyond the 2016 Chairmanship, Germany will remain staunchly committed to strengthening the OSCE and to promoting co-operative security.

I welcome the lively participation of media representatives at the Ministerial Council and wish you a pleasant stay in Hamburg!



Frank-Walter Steinmeier

Foreign Minister of the Federal Republic of Germany and OSCE Chairperson-in-Office 2016



Planned Press Opportunities

Wednesday, 7 December

- 5.00 p. m.** Press Statement by OSCE Chairperson-in-Office Steinmeier –
in German, no translation!
All media representatives
- Around 5.45 p. m.** Foreign Minister Steinmeier meets NGO Forum “Civil Society Platform”
Photo Opportunity
Radisson Blu Hotel, Marseiller Str. 2, 20355 Hamburg

Thursday, 8 December

- 8.30 – 9.30 a. m.** Arrival of Heads of Delegations
Pool
Hamburg Fair, Main Entrance
- 9.00 a. m.** Doorstep by OSCE Chairperson-in-Office Steinmeier
All accredited media representatives
Hamburg Fair, Media Centre, Hall A3
- 9.30 – 10.00 a. m.** Heads of Delegations are welcomed by the OSCE Chairperson-in-Office Steinmeier
Photo Pool
Hamburg Fair, Foyer, 1st floor
- 10.00 a. m.** Opening Session OSCE Ministerial Council
Pool Spray
Hamburg Fair, Plenary Hall, Hall A4
- From 11.00 a. m.** Live Streaming of 1st working session of OSCE Ministerial Council
Hamburg Fair, Media Centre, Hall A3
- 1.00 p. m.** Family Photograph
Photo Pool
Hamburg Fair, Foyer
- From 3.00 p. m.** Live Streaming of 2nd working session of OSCE Ministerial Council
Hamburg Fair, Media Centre, Hall A3
- Around 4.00 p. m.** Press Conference by OSCE Chairperson-in-Office Steinmeier
All accredited media representatives
Hamburg Fair, Media Centre, Hall A3

Friday, 9 December

From 10.00 a. m. Live Streaming of 3rd working session of OSCE Ministerial Council
Hamburg Fair, Media Centre, Hall A3

From 12.30 a. m. Final Session of OSCE Ministerial Council
Pool Spray
Hamburg Fair, Plenary Hall, Hall A4

Around 1.30 p. m. Press Conference by OSCE Chairperson-in-Office Steinmeier and
incoming OSCE Chairperson-in-Office Kurz
All accredited media representatives
Hamburg Fair, Media Centre, Hall A3

Follow the Ministerial Council on the internet and on social media:

Hashtag: #OSCEMC16

Twitter: @OSCE, @GermanyDiplo, @GER_OSCE

MC event page: www.osce.org/event/mc_2016

OSCE on the Website of the Federal Foreign Office: www.diplo.de/osce

Live-streaming from the event on www.osce.org and www.diplo.de

Venue

The 23rd Meeting of the OSCE Ministerial Council is held in Hamburg on 8 and 9 December 2016. The venue is the Hamburg Fair (*Hamburg Messe*), located at Messeplatz 1, 20357 Hamburg. The official website of the Hamburg Messe is <http://hamburg-messe.de/>.

Media representatives can access the site of the Ministerial Council only through the West Entrance ("Eingang West"), using the underpass from the public transport station "Sternschanze" (metro and urban railway).

From the public transportation station "Sternschanze", which is in vicinity of the venue, many urban railway lines (S-Bahn) directly link to Hamburg Central Station ("Hauptbahnhof"). The following lines serve Hamburg central station from station "Sternschanze": S11, S21, S31.

Accreditation

Access to the Media Centre of the Ministerial Council is only possible with a conference badge. Media representatives can collect their badge at the accreditation desk.

The badge must be picked up by the same person that has been accredited for this badge. A valid photo ID must be presented to the accreditation desk. Media badges must be worn and visible at all times for entry to all venues. Badges are strictly for personal use and cannot be transferred.

The opening hours of the accreditation desk are 24/7 from Wednesday, 7 December until the end of the event on Friday 9 December.

For media representatives who did not request their accreditation in advance, by the regular deadline (30 November 2016), late accreditation on the spot is possible. On the spot accreditation takes place in the accreditation centre, at the designated "on the spot accreditation desk".

For questions relating to accreditation please address one of the accreditation officers in the accreditation centre.

Media Centre

The media are provided with a fully equipped media centre at the Hamburg Messe. The entire venue will be a **secure area**, with access only possible with an accreditation badge which must be worn visibly at all times.

Media representatives can access the site of the Ministerial Council only through the West Entrance ("Eingang West").

The **opening hours** of the media centre are from 12 noon on Wednesday, 7 December, through 6 pm on Friday, 9 December (non-stop, no night closure from Wednesday to Thursday and Thursday to Friday).

The following facilities are available in the media centre:

- workplaces, some equipped with desktop PCs and printers
- wireless internet access
- CCTV screens broadcasting the plenary sessions and announcements for journalists
- 280 audio splitters in the working area
- 280 audio splitters in the press conference room. Split boxes are available to support the six OSCE official languages and the original 'floor' language.
- 20 audio splitters in the press briefing room (floor language only).
- 12 TV and 10 radio booths cabled for receiving the TV feed
- One press conference room and one press briefing room
- 6 rooms for bilateral interviews
- Interview and camera zone with stand-up positions
- catering area and a snack bar
- lounge area and "mixed zone" area
- media information and pool desk
- Information stand by the City of Hamburg

Access to Wi-Fi

The entire media centre is covered by a wireless internet access.

Network: PRESS

Password: oscepress

Opening hours of the media information desk

7 December 12 pm - 10 pm

8 December 6 am - 10 pm

9 December 6 am - 6 pm

For emergencies outside of these opening hours, please call: +49-173 272 02 15.

Pool arrangements and pool desk

During the Ministerial Council there are several photo opportunities with limited access (pool arrangement). Media pools are open to press photographers and print media. As TV footage throughout the Ministerial Council will be exclusively provided by the host broadcaster, TV cameras are not admitted to the pools.

The complete pool programme is available at the pool desk and media information desk. Upcoming photo opportunities will also be announced on CCTV and via loudspeaker in the media centre.

Journalists were requested to register for photo pools in advance (deadline: 30 November 2016). Lists of journalists admitted to the various pool arrangements are available at the pool desk.

For such pool arrangements that have not been filled through advance registration, on the spot registration is possible at the pool desk during the Ministerial Council.

Journalists that have successfully registered for pool arrangements must wear the pool badge visibly during the pooled photo opportunity. The pool cards are handed out at the pool desk in the media centre.

All journalists admitted to a specific pool arrangement must gather on time at the pool meeting point in order to be escorted as a group to the photo opportunity. After the photo opportunity this group will be escorted back to the media centre. Journalists that come late to the meeting point will have forfeited their access to that pool.

Interview requests

Requests for interviews from delegations and press briefings should be addressed to the OSCE Communications and Media Section (COMMS). COMMS staff will be available at the media information desk or can be contacted through press@osce.org.

IT support desk

An IT support desk stands ready to provide technical advice and assistance to journalists.

Broadcast services

TV / radio broadcasters are welcome to use EBU EUROVISION services on site.

Cabled TV / radio booths can be booked with prior notice. Booths are distributed on a first come first served basis, their number is limited.

EBU EUROVISION - Producer in charge:
Mr. Sean Salsarola
Tel. +39-33 55 39 33 85

In order to book:

EBU EUROVISION - Special Events
Email: newsoperations@eurovision.net
Online booking: www.eurovision.net

Pool signal

Access to the HD pool signal will be available on site and is free of charge, with or without a booth. Broadcasters without booths can access the HD pool signal from the general work space area. All pool signals will be HD-SDI and 16:9. Please bring your own converter, should you require one.

Contacts

Your first point of contact regarding all technical and procedural questions should be the Media Information Desk at the Media Centre.

OSCE Communication and Media Relations Section

Tsvetelina Parvanova, Head of OSCE (COMMS)
COMMS Duty mobile : +43-676 717 4592

Natacha Rajakovic, Deputy Head of COMMS/Spokesperson
Mobile: +43-676 375 6163

COMMS Duty Mobile: +43-676 717 4592
Email: press@osce.org

Chairmanship Media Contact

Holger Dreiseitl
Mobile: +43-664 801 541 67

Emergency contact for media representatives during out-of-office hours

Tel: +49-173 272 02 15

Contact to European Broadcasting Union EBU

Sean Salsarola
Tel: +39-33 55 39 33 85
Email: newsoperations@eurovision.net

Events

#mxdzone – Hamburg Forum for Dialogue

There will be various events taking place in the so called “mixed zone” (also designated as #mxdzone) situated in the heart of the media and NGO centre from December 7 until December 9, 2016.

“#mxdzone – Hamburg Forum for Dialogue” is an innovative approach by the German Chairmanship. It emphasizes the German Chairmanship’s commitment to strengthening the OSCE as a platform of dialogue, including for civil society, and offers an additional space for ideas, challenges and input as well as an opportunity for networking and knowledge sharing.

#mxdzone events include topics such as:

- *“European Security – Challenges on a Societal Level”* by the Study Group of the OSCE Network of Think Tanks and Academic Institutions,
- *“The OSCE Regional Peer 2 Peer Championship”*, a university initiative to counter hate and extremism,
- *“The Civic Solidarity Platform meets the OSCE: Space for civil society and Human Dimension recommendations”*,
- *“National minorities, bridge-building and integration”* by the European Centre for Minority Issues (ECMI), and
- *“Two Countries – One Profession: A dialogue between journalists from Russia and Ukraine”*, a project by the OSCE Representative on Freedom of the Media.

For specific information and timetables please follow the information on the screens and the displayed programme information leaflet “#mxdzone – Hamburg Forum for Dialogue”, which are on display at the venue.

Evening Reception for Delegates and Media

The German Chairmanship of the OSCE 2016 invites media representatives to an evening Reception at the Hotel Atlantic Kempinski (An der Alster 72-79, 20099 Hamburg) at 8 pm on Thursday, 8 December 2016. Please present your badge at the entrance.

Meals

During lunch hours (11am to 5pm) from December 7 until December 9, 2016 media representatives can use the restaurant in the media centre free of charge (buffet lunch).

Outside of these hours snacks and drinks can be purchased in the media centre. Opening hours of the snack bar are as follows:

7 December	7.45 am - 12 am
8 December	midnight - 11 am 4 pm - 12 am
9 December	midnight - 11 am 4 pm - 8 pm

For prices of snacks please check the displays at the snack bar.

Transportation

Public transportation

Upon arrival at the accreditation desk each accredited media representative will be provided with a public transportation ticket that will be valid throughout the duration of the conference (Wednesday to Saturday).

Information on the public transportation system in Hamburg, HVV ("Hamburger Verkehrsverbund") can be found online: www.hvv.de/en

The information desk of the City of Hamburg in the media centre will also be able to provide information related to public transportation in Hamburg.

Metro lines are called "U-Bahn" and stations are indicated by a white "U" on a blue background.

Light urban railway lines are called "S-Bahn" and stations are indicated by a white "S" on green ground.

A one-way HVV ticket from Hamburg Airport to Hamburg city centre (including Hamburg Messe) costs 3,20 €. Tickets for metro and urban railway must be purchased at machines in the station prior to entering the trains.

Taxi

To order a taxi, one of the following taxi companies in Hamburg can be called:

Hansa Funktaxi	Tel: +49-40 211 211
Taxi Hamburg	Tel: +49-40 666 666
Großraumtaxi Hamburg	Tel: +49-800 629 482 94

The list of telephone numbers is not exhaustive and was taken from open sources. Taxi companies are privately owned. The OSCE Chairmanship bears no responsibility for the taxi tariffs and services provided by the companies. For a taxi ride from Hamburg Messe to Hamburg airport (ca. 9 kilometers), a fare of 25 – 30 € should be expected.

General Information

Currency

The official German currency is the Euro. One euro = 100 cents, the smallest coin in use is 1 cent.

The euro exchange rate can be found at:

www.ecb.europa.eu/stats/exchange/eurofxref/html/index.en.html

It is recommended to have a small amount of cash (50 euros) on hand upon arrival or to change money at the airport or railway station for immediate expenses.

Business Hours

Shops are generally open from Monday to Saturday from 8.30 am to 8.00 pm, though times may differ. On Sundays most shops are closed.

Banks and Credit Cards

Most banks are open from Monday to Friday 9.00 am to 6.00 pm. Almost all banks have automated teller machines (ATMs) that accept overseas bank cards and are accessible from outside (look for the sign "Geldautomat"). Please check with your local bank before departure whether your bank card is valid in Germany.

Credit cards, such as American Express, MasterCard and Visa are generally accepted in Germany, though not all shops and restaurants accept credit or debit cards.

Electricity Supply

The electric current used throughout Germany is 230 volts AC, 50 Hz (continental European standard). Wall outlets are compatible with other continental European plugs.

Climate

In December, the average minimum temperature in Hamburg is 0°C and the average maximum temperature is 5°C.

Time

UTC/GMT +1 hour

Floor Plan

