



IT'S
ABOUT
PEOPLE

30th OSCE MINISTERIAL COUNCIL

30 November ▶ 1 December 2023
Skopje, North Macedonia

MEDIA HANDBOOK

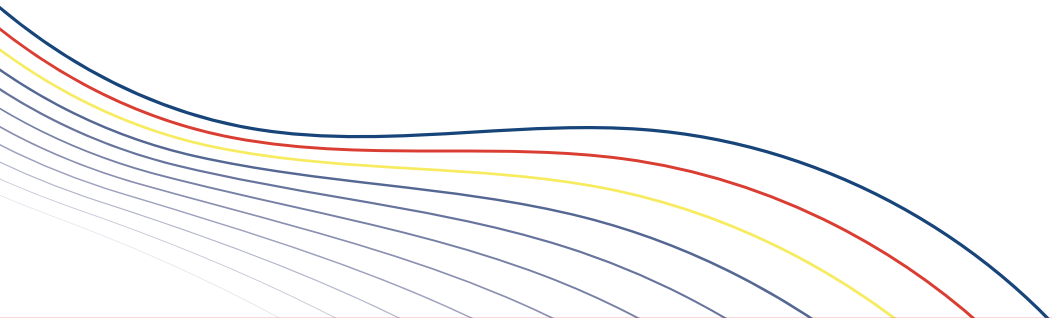
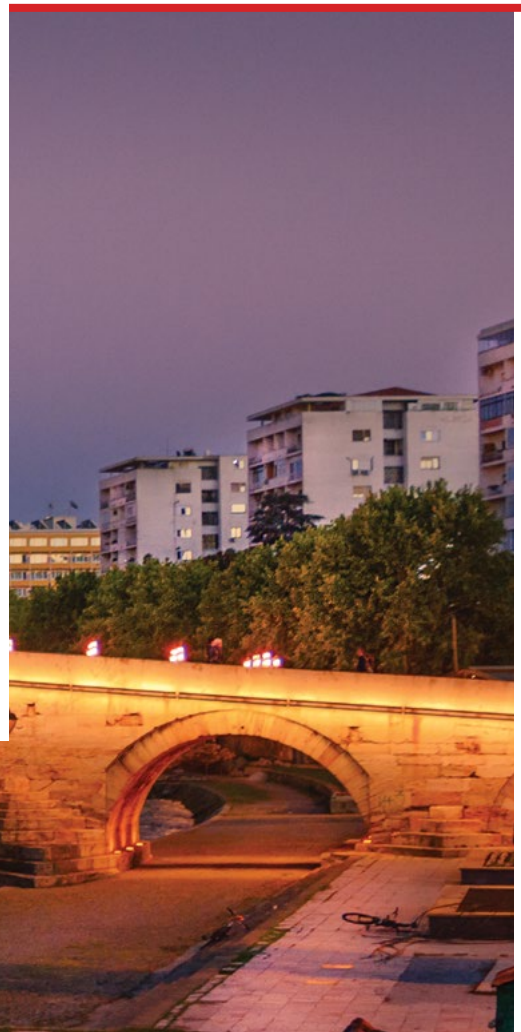


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PLANNED PRESS OPPORTUNITIES

Thursday, 30 November

08:30 Arrival of VIP - Doorstep opportunity

10:00 Opening session of 30th OSCE Ministerial Council
(Plenary hall; photo-op pool)

Friday, 1 December

13:30 Closing Session of the 30th OSCE Ministerial Council
(Plenary hall; photo-op pool)

(The exact time of the Closing Plenary Session will be announced in the Media Centre a few hours before it takes place)

14:30 Final Press Conference of the 30th OSCE Ministerial Council

**PLEASE FOLLOW THE EVENT PAGE
FOR THE LATEST AGENDA UPDATES**

30th OSCE MINISTERIAL COUNCIL

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WIFI

Access to the wireless network is available throughout the Media Centre.



Network: **MCmedia**
Password: **MCMedia#2023**



SOCIAL MEDIA

Follow the Ministerial Council digitally and on social media.

Hashtags:

#OSCEMC2023
#ItsAboutPeople
#OSCE2023 🇲🇰

OSCE MC event page:

osce.org/event/mc_2023

Livestream: osce.org/live

Website OSCE:

osce.org



X (formerly Twitter) OSCE:

twitter.com/OSCE



Facebook OSCE:

facebook.com/osce.org



Instagram:

OSCE@osceorg



X (formerly Twitter) Chairman-in-Office, North Macedonia's Minister of Foreign Affairs:

twitter.com/Bujar_O



X (formerly Twitter) North Macedonia OSCE Chairmanship 2023:

twitter.com/OSCECiO

Webpage OSCE

Chairpersonship:

www.osce.org/chairpersonship



X (formerly Twitter) MFA North Macedonia:

twitter.com/MFA_MKD

Webpage MFA

North Macedonia:

mfa.gov.mk/en



VENUE

THE 30TH MEETING OF THE OSCE MINISTERIAL COUNCIL WILL BE HELD AT THE “SPORTS CENTRE BORIS TRAJKOVSKI”, BOULEVARD 8-MI SEPTEMVRI 13, SKOPJE 1000, ON 30 NOVEMBER AND 1 DECEMBER 2023.

The Ministerial Council venue can be reached from Skopje city centre within 10 minutes by car and within 30 minutes from Skopje International Airport.

Media representatives can access the site of the Ministerial Council through **ENTRANCE FOR MEDIA AND NGOs** on the west wing of the venue only.

MEDIA ACCREDITATION AND REGISTRATION

Accreditation for Media representatives is mandatory. Please note that there will be no access to the venue or Media facilities without a valid badge. Accreditation badges must be worn visibly at all times and are non-transferable.

Media representatives wishing to attend the Ministerial Council are required to register online by 26 November 2023, 18:00.

Online media registration is available at: <https://events.osce.org/2023-30th-ministerial-council-skopje-media/registration/Site/Register>

For registration, please fill in the requested information and upload a passport photo.

Media representatives will be informed once the process is completed through the registration system. Please be advised to regularly check your personal registration page.

All personal information provided during registration will be processed in accordance with the GDPR.

Once Media accreditation has been granted, badges can be collected upon presentation of a valid photo **ID and Media credentials at the Media Registration Desk on the following dates:**

Wednesday,
29 November 2023  **11:00 - 20:00**

Thursday,
30 November 2023  **07:00 - 10:00**


For questions related to the accreditation please contact:
Media.OSCEMC@mfa.gov.mk

MEDIA CENTRE

A fully equipped **Media Centre** will be available at the OSCE Ministerial Council venue. The Media Centre will be located on the **Level -1** of the Ministerial Council venue.

The entire Conference venue will be restricted and secured, with access possible only by visibly wearing a valid conference badge at all times.

Opening hours of the Media Centre and the Media Information Desk:

Wednesday,
29 November 2023  **11:00 - 20:00**

Thursday,
30 November 2023  **07:00 - 20:00**

Friday,
1 December 2023  **07:00 - 18:00**

The following facilities are available in the Media Centre:

- ▶ work spaces
- ▶ printers, copiers
- ▶ Wi-Fi connection
- ▶ connections for power supply
- ▶ plenary sessions broadcast live on closed - circuit televisions monitors
- ▶ Host Broadcaster and host photographer
- ▶ Media Information Desk
- ▶ essential IT support
- ▶ catering and lounge area

MEDIA POOL ARRANGEMENTS

At the Media Information Desk, journalists can receive information and register for access to events during the Ministerial Council for which pool arrangements will apply due to space, security and protocol restrictions.

Journalists are requested to register for a pool ahead of time and in-person at the Media Information Desk.

Photographers and camera operators are requested to register/apply for a seat in a photo pool event connected to the conference at the Media Information Desk.

As space is limited, registration will be provided on a first-come-first-served basis.

Due to limited space in some pools, all media participating in a pool must adhere to the principle of sharing any footage or photography with any other media present at the Media Centre should they be requested to do so and will only be admitted to a pool based on agreement to this.

A separate “pool card” will be required for participation in a Media pool and should be picked up at least 20 minutes before the scheduled departure time from Media Centre. Journalists must wear the pool card visibly during the pooled photo opportunity. **Please note that without the pool card participation will not be possible.**

Journalists participating in pools are requested to gather at the appointed meeting point no later than 20 minutes before the pool starts, from where the group will be escorted to and from the photo opportunity. Journalists arriving late at the meeting point will forfeit their access to the pool.

The complete pool programme will be available at the Media Information Desk.

**PLEASE FOLLOW THE
EVENT PAGE FOR THE
LATEST AGENDA UPDATES**

MEDIA COVERAGE OF BILATERAL MEETINGS

Media coverage of bilateral meetings is only possible upon request of a delegation.

If media coverage of a bilateral meeting is desired, delegations are requested to inform their liaison officer in order to coordinate with the Media Team. The Media Team will arrange an escort of the photographers/cameramen group from the Media Center to the bilateral meeting room and back. It is necessary to inform the Media Team as soon as the bilateral meeting is arranged (no later than November 27th), in order for the media to be guided to the meeting in due time.

If you have been invited to be part of a pool to cover a bilateral meeting during the Ministerial Council, please ensure that you arrive at the Media Information Desk no later than 20 minutes prior to the beginning of the bilateral meeting to be escorted to the location. Journalists arriving late at the meeting point will forfeit their access to the pool.

INTERVIEW REQUESTS

Press briefings and requests for interview from delegations should be addressed to the following email address: press@osce.org

Journalists can inquire about interview opportunities at the Media Information Desk in the Media Centre.

Interviews requests should be addressed to the following email address: Media.OSCEMC@mfa.gov.mk

- ▶ Name and mobile phone of the journalist,
- ▶ Name the organization (media),
- ▶ Name of the Head of the delegation with whom has arranged the interview,
- ▶ The arranged time of the interview,
- ▶ Duration of the interview.

Please note that the maximum duration of the interview is 30 min.

After confirmation, please ensure that you arrive at the Media Information Desk no later than 15 minutes prior to the beginning of the interview to be escorted to the location.

CONTACT INFORMATION

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

OSCE Communication and Media Relations Section

For any questions concerning media opportunities at the Ministerial Council please contact:

David Dadge, Spokesperson / Head of Communication and Media Relations Section

Office: +431514366573
Mobile: +436763012737
Email: press@osce.org

Chairpersonship Media Contacts

Press and Communication OSCE 2023
Chairpersonship of North Macedonia
Boni Cvetanovska
Stanislava Kazimirova
Phone: +436766372643
Email: comms_team@mfa.gov.mk

Questions concerning accreditation and logistics should be emailed to the: Media.OSCEMC@mfa.gov.mk

USEFUL INFORMATION

BROADCAST SERVICES

MC media events outside the Media Centre will be covered exclusively by the TV Host Broadcaster. A world feed and footage will be provided free of charge to all media.

A pool signal will be provided by 3D Project Studio Host Broadcaster.

There will be no cabled TV or radio booths. All broadcast material will be available on an FTP-share on the IP address 85.30.111.192

Contact persons for Host Broadcaster:

Name: Milcho Uzunov

Telephone: ++38970227068

E-mail: umilco@gmail.com

IT SUPPORT

IT support will be available to provide technical advice and support to journalists upon request.

PHOTOS

The Ministerial Council has a team of official photographers. Photos taken by the official photographers will be available as HD photos on the OSCE's Flickr account on:

www.flickr.com/photos/osceorg/

as well as on:

www.osce.org/event/mc_2023 in due time.

Please make sure to mention the correct photo credit: name of photographer/company.

PARKING FOR SNG TRUCKS AND CARS

Media wishing to park vehicles for live broadcasting from the event (SNG trucks) in a designated parking area must register the SNG trucks and their drivers in advance.

For this purpose, please send an e-mail to Media.OSCEMC@mfa.gov.mk giving the following information: Type of vehicle, license plate number, name of the media company, full name of SNG crew members.

REFRESHMENTS

Coffee points are available in the Media Centre from Wednesday, 29 November in the afternoon to Friday, 1 December. Coffee, tea, water, fruit juice will be offered free of charge.

GENERAL INFORMATION

ABOUT SKOPJE

Skopje is the capital of North Macedonia. It is the country's political, cultural, economic, and academic centre. The metro area population of Skopje is 601,000.

Skopje's ancient history and modernity seamlessly blend. Located along the Vardar River, Skopje is a home of diverse ethnicities, cultures, and traditions. With a rich historical heritage dating back to Roman times, the city boasts an array of archaeological sites, including the iconic Skopje Fortress and the ancient Stone Bridge. Visitors are charmed by the city's Old Bazaar, offering an authentic taste of Macedonian culture and craftsmanship. The city's warm hospitality and the breathtaking backdrop of the surrounding mountains make Skopje a unique blend of history, culture, and contemporary charm.

GETTING AROUND

Skopje has one airport, Skopje International Airport. The Main train station and the Central bus station are located in the same place, serving as key points for connections to the city center.

- ▶ If you arrive at **SKOPJE INTERNATIONAL AIRPORT**, please see the time table of the bus transfer that operates only to Skopje's main Train/Bus Station. Airport taxi is also available from Skopje International Airport.

▶ TAXI IN SKOPJE

Global Taxi Tel. +389 2 15180

Cammeo Taxi Tel. +389 2 15777

Nashe Taxi Tel. +389 2 15152

Plava Laguna Tel. +389 2 15192

CURRENCY

The official currency in North Macedonia is Denar. For more information about foreign exchange reference rates, see:

www.nbrm.mk/kursna_lista-en.nspix

BANKS AND CREDIT CARDS

Most banks are open from Monday to Friday from 9:00 to 17:00.

Almost all banks have ATMs that accept overseas bank cards and are accessible from outside. It is recommended to check with the issuing bank before departure whether a bank card is valid in North Macedonia.

Credit cards, such as American Express, MasterCard and Visa are widely accepted in North Macedonia.

BUSINESS HOURS

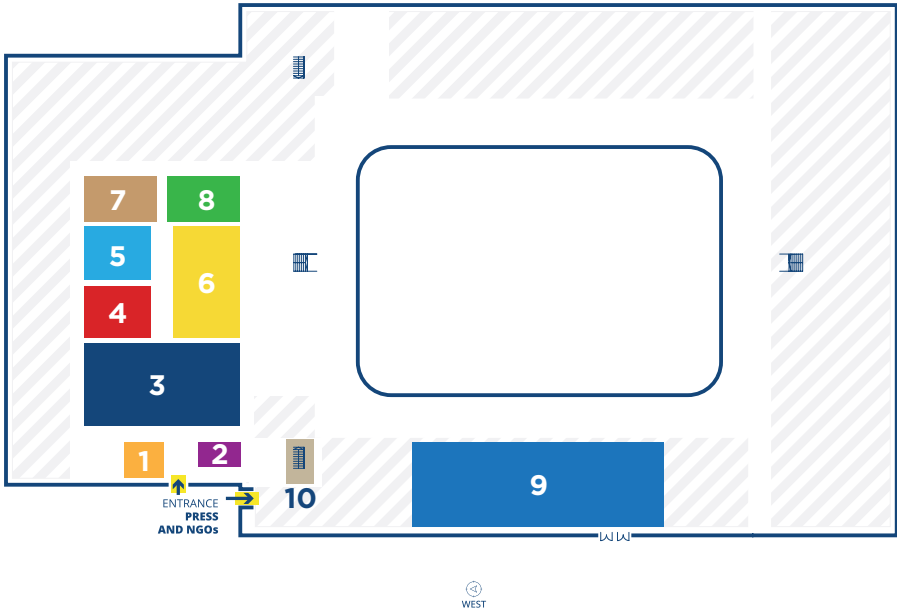
Shops are generally open from Monday to Saturday from 08:00 to 21:00. Shopping malls are open until 22:00. On Sundays, only shopping malls are open.

ELECTRICITY

The electric current used is 220/230 volts, 50 Hz. Plugs and sockets are compatible with most other continental European plugs

AREA AND VENUE OVERVIEW

LEVEL -1

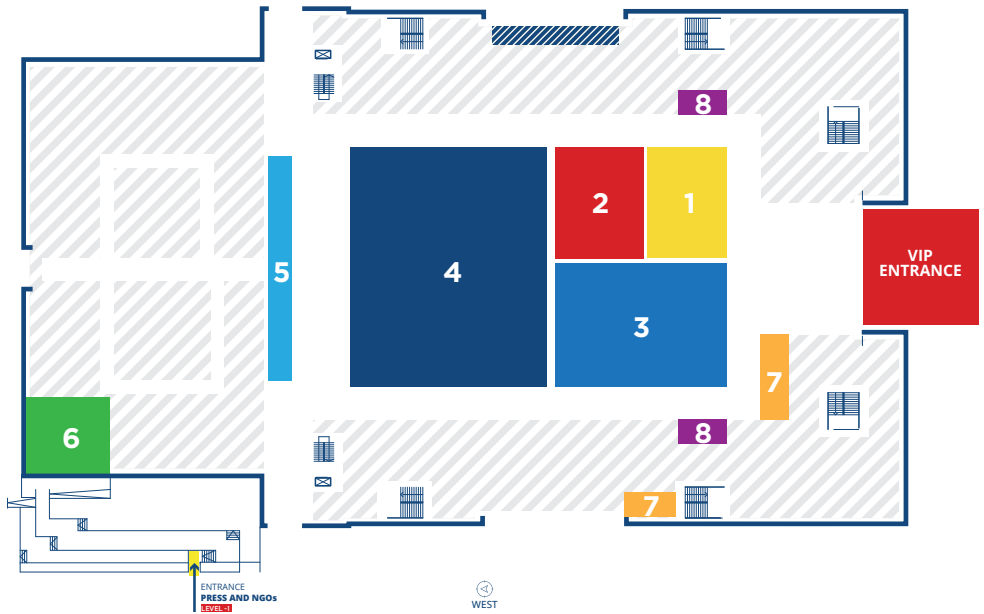


- 1 MEDIA INFORMATION DESK
- 2 COFFEE BAR
- 3 MIXED ZONE
- 4 NGOs MEETING ROOM

- 5 NGOs WORKING AREA
- 6 WORKING AREA
- 7 ROOM FOR INTERVIEWS
- 8 ROOMS FOR SIDE EVENTS

- 9 MEDIA CENTER
- 10 PASSAGE TO GROUND FLOOR

GROUND FLOOR



1 VIP MEET & GREET AND FAMILY PHOTO

2 MEETING ROOM SOUTH

3 MEETING ROOM BLUE

4 MC PLENARY HALL

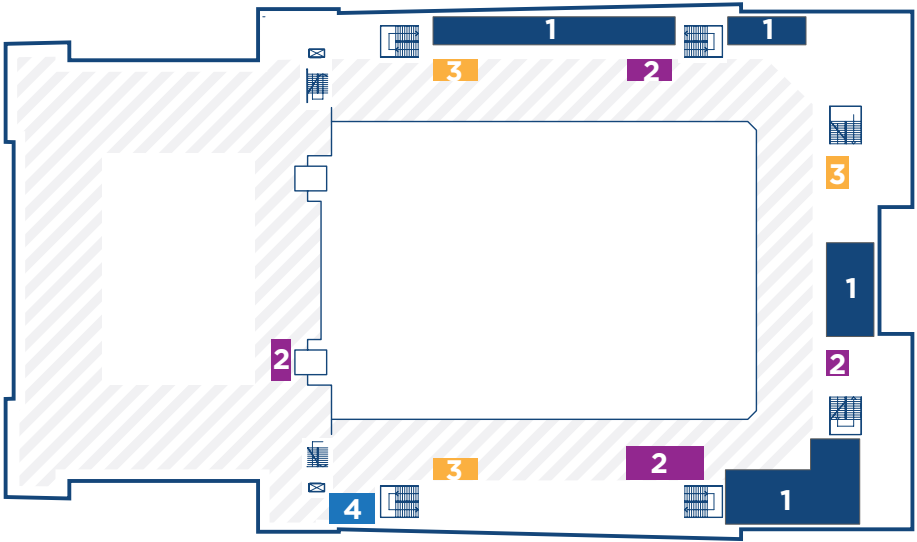
5 INFORMAL INTERVIEWS AREA

6 SMALL PRESS CONFERENCE ROOM

7 INFORMATION DESKS

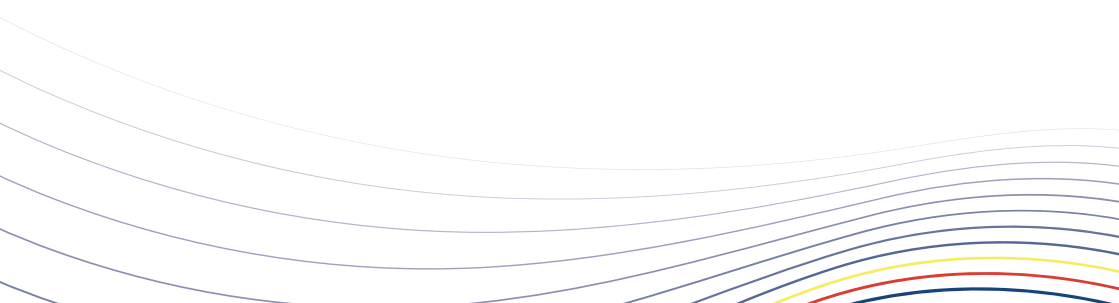
8 COFFEE AREAS

LEVEL +1

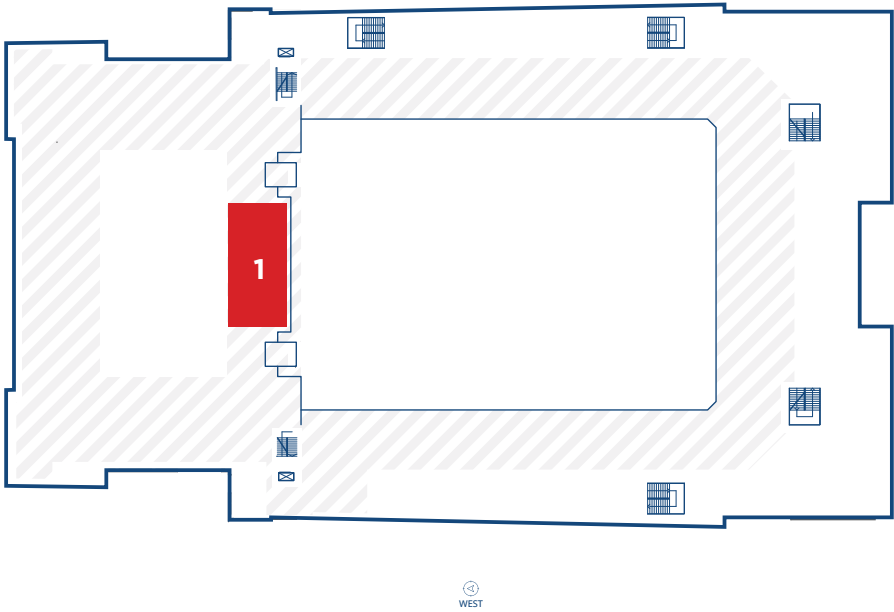


- 1 ROOMS FOR BILATERAL MEETINGS
- 2 COFFEE AREAS

- 3 INFORMATION DESKS
- 4 SMOKING AREA



LEVEL +2



1 LARGE PRESS
CONFERENCE
ROOM

IT'S ABOUT PEOPLE





