



IRAQ COMPACT ANNUAL REVIEW CONFERENCE IN STOCKHOLM 29 MAY 2008

Practical Information – Media

Media Centre

Hotel Scandic Infra City, Kanalvägen 8–10
Upplands Väsby, Stockholm

Phone number: + 46 (0) 8 599 053 80
www.icistockholm.se

Opening hours:
Wednesday 28 May: 12.00–22.00
Thursday 29 May: 07.00–22.00

The Media Centre will be equipped with workstations that include Internet connection, wireless Internet and electric power. Printers, fax machines, photocopiers and stationary computers will also be available.

Press and information officers as well as technical staff for broadcast, analog, and tape facilities will be working at the Media Centre.

The meeting

The two sessions of the meeting will be open all day for media coverage from the Media Centre. The meeting will also be broadcast on closed circuit television and on www.icistockholm.se

Press conference

The press conference following the conclusion of the meeting will be held in the press conference room at the Media Centre. The press conference will be broadcast on closed circuit television and on www.icistockholm.se. Two small briefing rooms will be available for additional press briefings. For reservation, please contact the Media Centre information desk.

Photo opportunities and photo pools

Since space will be limited at certain photo opportunities, camera pooling will be necessary. A conference photographer will provide a selection of photographs from the meeting on www.icistockholm.se

Website www.icistockholm.se

Visitors to the website can access live broadcasts from the conference. Speeches and photographs from the meeting may be downloaded free of charge.

Technical services for television and radio

Sound

It will be possible to feed analog signals using XLR pool contacts. Three different languages will be provided: original, Arabic, English. Sound links from the press conference will be available in the press conference room, both at the stage and at the photographer's area.

Picture


The two sessions of the meeting as well as the press conference will be broadcast. A pool signal will be delivered to the Media Centre where four different video signals will be available.

1. SDI (Serial Digital Interface)
2. SDI with embedded audio
3. Composite video via BNC connectors
4. Component video via BNC connectors

At the media desk there will be copying facilities for video, where copies from the meeting will be available. The copies will be offered in three different formats:

1. DVCAM (PAL)
2. DVCPRO (PAL)
3. DVD (PAL)

In order to avoid delays in the production of tapes, media are kindly asked to order requested sections in advance.



Miscellaneous

Catering at the Media Centre

Refreshments will be available at the Media Centre all day 28 and 29 May.

Medical services

If a need of medical services should arise, please contact the Media Information Desk. A medical team will also be available at the venue. In case of emergency, please call 112.

No smoking policy

Smoking is not permitted in the Conference Centre.

Security

Only badge holders and specially marked official vehicles will be allowed in the restricted conference area. Security arches and X-ray machines will be used.

Public transport

The conference can easily be reached from the Stockholm city centre by public transport. From Stockholm Central Station take train 36 to Rotebro (heading north towards Märsta) and then bus 533 from Rotebro station to Kanalvägen at Scandic Infra City. The journey takes approximately 45 minutes.

Taxi

A taxi stand is located near the Conference Centre.

Parking

Parking space will be available to the media at the conference parking area (please see map). Shuttle buses will run every 5–10 minute to the conference area.

Shuttle bus timetable:

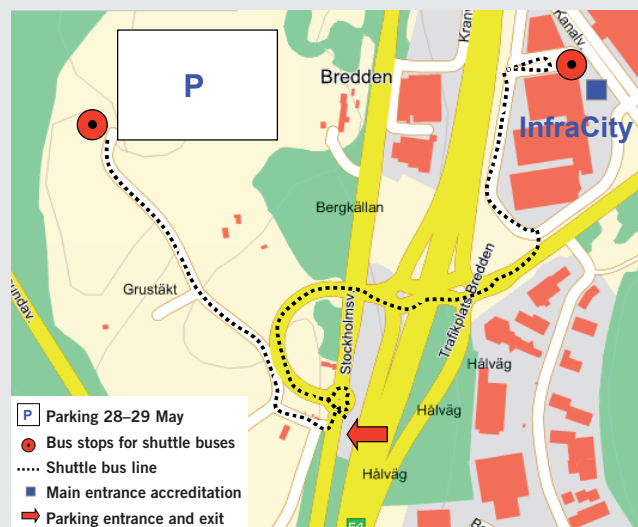
Wednesday 28 May

06.00–10.00 – every 5 minutes
10.00–15.00 – every 10 minutes
15.00–19.00 – every 5 minutes
19.00–21.00 – every 10 minutes
21.00–06.00 – every 30 minutes

Thursday 29 May

06.00–09.00 – every 5 minute
09.00–15.00 – every 10 minute
15.00–20.00 – every 5 minute
20.00–00.00 – every 10 minute

A limited amount of parking space for broadcast vehicles will be available to media companies who wish to broadcast the conference live. Advance requests for parking next to the Media Centre must be made, and all personnel connected to the vehicles must have accreditation.



Contact Information ICI Conference Secretariat

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