



UNITED NATIONS INFORMATION SERVICE

MEDIA ACCREDITATION FORM

Preamble

The purpose of the Guidelines on Media Access at United Nations at Nairobi Headquarters is to grant as much access as possible to members of the media while safeguarding and protecting the United Nations complex in Gigiri, Kenya and ensuring the safety, security and comfort of all of its occupants: staff, delegates and media alike.

While ensuring safety and security is the starting point of policies at UNON, it is equally true that journalists play an essential role in the United Nations work and therefore their ability to cover United Nations activities must be facilitated to the greatest extent possible.

Accredited journalists who are granted access to UNON must abide by the policies in place. They are expected to conduct themselves in a professional manner in their interaction with other journalists, UN officials, and diplomats.

Where unexpected circumstances arise, the approach will be to avoid confrontation, maintain civility and find the fastest, safest and most secure acceptable solution. Those journalists who violate the ground rules on access may have their accreditation withdrawn or suspended.

Policies should be reviewed and revised if need be, and should be applied based on a spirit of mutual cooperation and respect for the two simultaneous requirements of security and access. Wider consultations with other parties may be held as needed.

Access to UNON

1. All journalists are subject to security checks and screenings.
2. Accredited journalists will be required to read these guidelines and sign an agreement that they will adhere to them.
3. Temporary UN Media Cards
Temporary UN Media Cards will be issued with the same guidelines for use for specific events. Holders are expected to read, sign and adhere to these guidelines.
4. Open Meetings
 - a. Accredited journalists are permitted access to open meetings in designated areas within UNON conference rooms.
 - b. Accredited journalists should seek permission to film, record and interview diplomats and other officials.

Please note that the UN Media Accreditation Card is valid and for use only in the UNON complex.

Guidelines on Media Access at United Nations at Nairobi Headquarters

All card holders are held to abide & adhere by the following guidelines by acceptance of and use of their issued U.N. Media ID Card:

All UN Media ID Card holders acknowledge that the Organization reserves the right to deny or withdraw accreditation of journalists from media organizations whose activities run counter to the principles of the Charter of the United Nations or who abuse the privileges so extended or put the accreditation to improper use or act in a way not consistent with the principles of the Organization or established journalism ethics and standards.

In accepting a U.N. Media ID Card you are agreeing to the terms of these
United Nations Media Guidelines

REQUEST FOR ACCREDITATION OF MEDIA REPRESENTATIVES

Note: This application must be presented with a letter of assignment from your news editor or bureau chief, original valid press card, passport or national identity card and one passport size photograph in order to be processed.

PERSONAL INFORMATION

Family Name: _____ First Name: _____

Date of Birth: _____ Place of Birth: _____

Nationality and passport number: _____

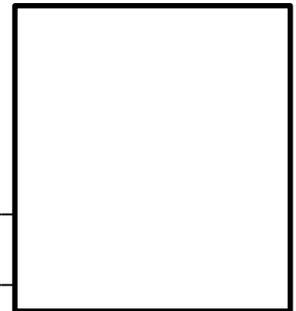
Permanent office address: _____

E-mail address: _____

Telephone: _____

Mobile: _____

Website: _____



MEDIA ORGANIZATION INFORMATION

Name of the organization: _____

Valid press card no: _____

Contact person and Title: _____

Mailing address of headquarters: _____

Telephone: _____ e-mail address: _____

Status/ownership: Education/public ___ Private ___ Government/State ___ Other: _____

Type of medium (check as many as necessary): Daily Newspaper ___ News agency service ___
Television ___ Radio ___ Photo/visual service ___ Other(specify) _____

Position: Cameraperson ___ Director ___ Photographer ___ Editor ___ Producer ___ Reporter ___
Technician ___ Correspondent ___ Other(specify) _____

Working language(s) of your media organization: _____

Your main news topic(s) or field (s) of coverage (if applicable): _____

I, _____ agree to the terms described in both the Preamble and the Guidelines on **Media Access to the UN Office in Nairobi.**

Signature:

Date:

Signature of authorizing UN official:

Date: