



MEDSUBCOM/MINS/13/05

MEDIA SUB-COMMITTEE/MINUTES/13 MAY 1992

THESE ARE DRAFT MINUTES. THEY ARE CONFIDENTIAL AND RESTRICTED TO MEMBERS OF THE MEDIA SUB-COMMITTEE. THE DAILY MANAGEMENT COMMITTEE AND THE MANAGEMENT COMMITTEE. THEY ARE STILL SUBJECT TO RATIFICATION BY THE MEDIA SUB-COMMITTEE AT ITS NEXT MEETING.

DRAFT MINUTES OF THE MEDIA SUB-COMMITTEE HELD AT THE WORLD TRADE CENTRE ON WEDNESDAY 13 MAY AT 11H00.

PRESENT:

- S Macozoma (ANC Joint-Convenor)
- P Coetzer (NP Joint Convenor)
- J M Mthembu (ANC)
- T Ntenti (ANC)
- N R L Hooper (Bophuthatswana government)
- C Knott (Democratic Party)
- M S Setai (Dikwankwetla)
- M D Masango (Intando Yesizwe)
- A M Phiri (Inyandza National Movement)
- I J Kruger (Labour Party)
- J Bachu (National People's Party)
- K Reddy (Solidarity Party)
- D Khumalo (SACP)
- M Kleynhans (South African government)
- V Sutton (South African government)
- N Kakana (Transkei government)
- V P Makwarela (Venda government)
- B B R Shilubana (Ximoko Progressive party)

- M N Mxadana (Secretary)

APOLOGIES:

- C Ngakula (SACP)
- Ciskei government

ABSENT:

- IFP
- UPF
- NIC/TIC
- NP

1. WELCOME

The Chairperson welcomed members.

2. APOLOGIES

Apologies were noted.

3. AGENDA

The draft agenda was ratified.

4. MINUTES

Spelling of V P Makwarela was corrected. Minutes of the meeting held on 12 May 1992 were adopted.

5. REPORTS OF SUB-GROUPS

5.1 Venue

- * Reported that most of the tasks were completed. Outstanding is the interview room. Recommended that the venue sub-group consult SABC before mounting posters.
- * Reported that additional ten (10) flags have been approved by administration and that these would be delivered on the 14 May 1992.
- * Reported that there will be security support staff directing guests to relevant parking and entrances.
- * Backdrop will be mounted late on Thursday 14 May 1992.
- * Noted that poster displays for Johannesburg and Pretoria be postponed until allocation to CODESA parties are done.

5.2 Press kit

- * Reported that the delegates list will not be finalised until Thursday 14.05.92.
- * Reported that the agenda, speakers order and program will be available at the very last minute.
- * It was recommended that instead of a backgrounder a CODESA structure be used with a copy of terms of reference for various working groups attached.
- * Agreed that the draft backgrounder be presented to management for consideration.
- * Agreed that interview request forms be included in the press kit.
- * It was agreed that the media committee be available to assist in the compilation of the press kit on Thursday night.
- * Agreed that available press kit documents be compiled and a master file be presented to management for approval.

5.3 Accreditation

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- * AccreditationAs at Wednesday 13.05.92 stood at 253.
- * Recommended that the Joint-Convenors check the accreditation list and consider the existing gaps.
- * Noted that lobby accreditation media will be identified with an L in the same blue name tag card.
- * Agreed that a maximum of 60 (sixty) lobby accreditation should be allowed.
- * Agreed that lobby accreditation be by application and open only to one person. No photographers for lobby accreditation.
- * Reported that Management considered a computer at media registration area and this was felt to be unnecessary. Arrangement for late registration will be made.
- * Recommended that a support person with media knowledge be placed at the late accreditation desk.
- * Recommended that arrangements for accreditation be according to foreign and local media and in an alphabetical order.
- * Recommended that accreditation cards be released as from Thursday 14.05.92 from 13h00.

5.4 Press Liaison

- * All functions completed.
- * Very few outstanding matters.
- TBVC letter to be sent out.
- Roster for media committee members and party volunteers being finalised.
- * A briefing is scheduled for 17h00 for:
 - Media Committee
 - Additional party volunteer support staff.
 - Party media liaison representatives.
 - SABC
- * Noted that fact sheets to media and parties will

4.

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be sent out today 13.05.92.

- * Additional names to assist in the media functions roster were:
 - Sello Mahlangu (Intando)
 - Tito Maleka (ANC)
 - D G Pillay (WPP)
 - J Coetzer (NP)

6. **NEXT MEETING**

Thursday 14.05.92 at 11h00

7. **CLOSURE**

The meeting closed at 12h15.