

CODESA MEDIA COMMITTEETasks : 15/12 - 21/12

Co-ordinated by Colin Coleman.

VENUE GROUP

- Jackson Mtembu
co-ord (ANC)
- Cecily Kruger
(govt)
- Frith Harris
(Bop)

PRESS KIT GROUP

- Coetzee Bester
co-ord (NP)
- Neils Hooper
(Bop)
- Solidarity ?

ACCREDITATION GROUP

- Richard Mudge
co-ord (govt)
- Garth Strachan
(SACP)
- A Viljoen
(Bop)

PRESS LIASON GROUP

- Caroline Knott
co-ord (DP)
- Jerry Majatladi
(SACP)
- Val Sutton
(govt)
- Don Ntenteni
(ANC)

Obtaining and
putting up posters,
banners, stickers
(Thursday 19/12)Collect updated
delegates list/comm
on CODESA day 1 for
mediaLiase with press for
accreditationPhotog pool &
official photo?Ensuring press room
& interview room are
kitted out (Thursday
19/12)Compile press kit
master for clearanceSupply daily updated
list for
ratification &
logistics purposesMeet press to
release logo on
TuesdayEnsure all signage
is done & areas
demarcated/roped off
(Thursday 19/12)Work out system of
registrationArrange release to
go with it & release
immediately

VENUE GROUP	PRESS KIT GROUP	ACCREDITATION GROUP	PRESS LIASON GROUP
Ensure area for register provided with tables/chairs	Arrange printing & compilation	Liaise with security	Determine possible items for release Tues/Wed/Thurs - Agenda (Wed); Press Kits (Thurs)
Provide notice boards in all venues including the registration area (Thursday 19/12)	To be incl. in Press Kit: Maps - venue, parking; Delegation List; Media List; Functionary List; Sticker; Backgrounder ?; Logistics Sheet & Procedures & Contact No.'s; Details of access/meals/cash bar, first aid/etc.; Agenda; Emergency Plan; Speaking Order on 1st day; Media Comm List	Determine equip. needed & obtain	Deal with/refer requests from media
Ensuring gallery is properly layout/equipped (Thursday 19/12)	Collect Folders	Registration forms make up & keep, register & file	Systems for press conf during CODESA

VENUE GROUP	PRESS KIT GROUP	ACCREDITATION GROUP	PRESS LIASON GROUP
Check all fax/tel lines provided (Wednesday 18/12)	All of the above ready by Thursday 12am 19/12	Noon 20/12 Delegates list available	
Prettying up of venues (Thursday 19/12)		Compile name tags & have system to produce on the day - colour coding with security	Booking system for interview room & requests for interviews
Placing of banners - proposal needed (Tuesday 17/12)		Accreditation of SABC	Inform press of needing to fill out applic requesting lines (10 only available) - done
Clearing up to be co-ord on 21/12		List of media support staff to be give to sec. & name tags arr. & accom/transport/food	Placement of SABC TV/Radio cameras/facil
Determine open/reserved space in gallery & no.'s (Wednesday 18/12)		Final draft accreditation list to be ready for approval on Thursday 4pm 19/12	When do SABC move in to lay out facilities

 VENUE GROUP

PRESS KIT GROUP

ACCREDITATION GROUP

PRESS LIASON GROUP

 Use of SABC
 facilities by other
 agencies

 Monitoring SABC
 needs & progress

 Collect master video
 recording from SABC
 for safe keeping

Issues to be dealt with by comm.(s)/manager/secreteriat

Policy : SABC Radio & TV coverage
 : Acces by media comm freely throughout & phot. pool

PROPOSAL FOR STAFFING ON DECEMBER 20/21

1. Media Centre:
Caroline Knott - DP
Val Sutton - Government
Strachan - SACP
Neils Hooper - Bop
2. Accreditation:
Richard Mudge - Government
Jerry Majatladi - SACP
A Viljoen - Bop

An additional 6 personnel will be provided from amongst the parties by CODESA management.

3. Press Room:
Jackson Mthembu - ANC
Coetzee Bester - Government
4. Interview Room:
Solidarity ?

Note 1: The following three individuals have been requested to assist with protocol:

- Frith Harris (Bop)
- Cecily Kruger (Government)
- Don Ntenti (ANC)

Note 2: 10 SABC staff will be working on December 20/21.

Tom Richardson

MED008/GH

CODESA MEDIA COMMITTEE

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Saki Kruger (Lan Party) November (in l. hand) Gary Dixon (Bop Govt)

Peter Saal Stele Green

Saki, Stele, Marcus, Saki, Stele, Colin

- VENUE GROUP
- Jackson Mtembu co-ord (ANC)
 - Cecily Kruger (govt)
 - Frith Harris (Bop)

- PRESS KIT GROUP
- Coetzee Bester co-ord (NP)
 - Neils Hooper (Bop)
 - ~~Solihah~~ ~~Sherry~~ ~~Sherry~~ ~~Sherry~~

- ACCREDITATION GROUP
- Richard Mudge co-ord (govt)
 - Garth Strachan (SACP)
 - A Viljoen (Bop)

- PRESS LIASON GROUP
- Caroline Knott co-ord (DP)
 - ~~Jerry Majatladi~~ Mbulelo Misi (SACP)
 - Val Sutton (govt)
 - Don Ntentei (ANC)

Vera (SACP)

René v.d. Walt NP

Obtaining and putting up posters, banners, stickers (Thursday 19/12)

Collect updated delegates list/comm on CODESA day 1 for media

Liase with press for accreditation

Photog pool & official photo?

Ensuring press room & interview room are kitted out (Thursday 19/12) (Wed ready) - PLUGS / DISTRIBUTION POINT Ensure all signage is done & areas demarcated/roped off (Thursday 19/12)

Compile press kit master for clearance Wed 12a.m.

Supply daily updated list for ratification & logistics purposes

Meet press to release logo on Tuesday

Work out system of registration

Arrange release to go with it & release immediately

Media Com Pot

Media Com Whg

VENUE GROUP	PRESS KIT GROUP	ACCREDITATION GROUP	PRESS LIASON GROUP
Ensure area for register ^{table} provided with tables/chairs/ <i>carpeted/extended</i>	Arrange printing & compilation	Liaise with security	Determine possible items for release Tues/Wed/Thurs - Agenda (Wed); Press Kits (Thurs)
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1. Media Centre:

- Caroline Knott - DP
- Val Sutton - Government
- Strachan - SACP
- Neils Hooper - Bop

Receptionist

Cecily + Don + Renee + Marios - Best Room

Liason Centre

Security - Bochy

2. Accreditation:

- Richard Mudge - Government
- Jerry Majatladi - SACP
- A Viljoen - Bop or Transkei

Mbukelo Masi

Coord.

Press Units

+ Pule

(New applicants)

An additional 6 personnel will be provided from amongst the parties by CODESA management.

3. Press Room:

- Jackson Mthembu - ANC
- Coetzee Bester - Government

New Hooper

NP

Marios Keynes

4. Interview Room:

- ~~Solidarity~~

Bochy's in press room

Cisler

5. Above to be Co-ordinated by Colin Coleman, Media Manager

Note 1: The following three individuals have been requested to assist with protocol:

- Frith Harris (Bop)
- Cecily Kruger (Government)
- Don Ntenti (ANC)

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Note 2: 10 SABC staff will be working on December 20/21.

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① SABC

② SABC

③ SABC

④ SABC

⑤ SABC

⑥ SABC

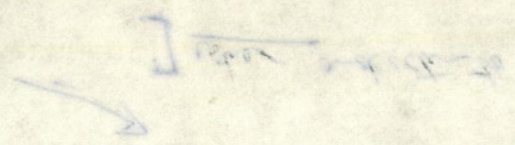
⑦ SABC

⑧ SABC

⑨ SABC

⑩ SABC

- ① REV DICANAN BANANA - COMMONWEALTH
- ② HANZ MAREY - EEC OR OTHER
U.S. MARKET
- ③ DALU.



2. market of banana in the area of the country is very large
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Piet, Colin-----
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Renee V.D. WAT.

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