



UNCTAD/PRESS/IN/2025/001
Original: English

NOTE TO CORRESPONDENTS

Coverage of UNCTAD16 - the 16th UN Conference on Trade and Development

Geneva, Switzerland, 20-23 October 2025

Geneva, 6 October 2025 - Journalists who have received media accreditation for UNCTAD16 are kindly requested to take note of the following relevant information.

1. Media accreditation

Media representatives holding valid badges to enter the Palais des Nations are not required to register for this event.

Register online: Media representatives without valid badges issued by the United Nations Office at Geneva must **register** [online](#) under "Press and Media". Please check the "Information for journalists" [here](#) for all accreditation requirements. Once approved, you will receive confirmation via email.

Collecting your badge: You can collect your printed press badge at the Pregny Gate located in front of the Red Cross headquarters, 08.00-17.00 – please see [map](#).

ID: You need to present a valid passport or national identification with a photo from a State recognized by the United Nations General Assembly. Early arrival is recommended to allow enough time for security screening and avoid delays.



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Join us! Register [here](#)

2. Media travelling with official State delegations

Register online: Media travelling with official State delegations also need to register [online](#). In lieu of a letter from their media outlet, they should upload a note verbale from the respective permanent mission to the UN Office at Geneva listing them as part of the travelling delegation along with the media outlet they represent.

Collecting your badge: If you are listed on the note verbale as travelling with an official delegation, a representative from the mission can collect your press badge for you from the Pregny Gate (main entrance in front of the Red Cross; see [map](#)).

ID: You need to present a valid passport or national identification with a photo from a State recognized by the United Nations General Assembly. Early arrival is recommended to allow enough time for security screening and avoid delays.

NB: Each delegation with a participating dignitary may designate one official photographer and one official cameraperson. They will receive a "Delegation-Media" badge. These individuals must register through the general event registration [link](#) and select "Member States" as their representation type.

For questions on media accreditation, contact: accreditation-media@un.org

3. Access to the United Nations premises in Geneva

A United Nations media badge is needed to access UNOG premises. Each media representative will receive only one type of badge (no-NGO/Media or Delegation/Media co-badging).

4. Meeting room access (Assembly Hall and Concordia 5)

Accredited media may attend all public meetings, subject to room capacity. Doors open 30 minutes before the start. Plenary sessions take place in the Assembly Hall (A building, third floor) where media seating is on the 5th floor gallery, marked "MEDIA", facing the stage. A media working room, Concordia 5, will also be available on the 2nd floor of the same building.

Cameras and audio-visual equipment will be electronically screened before entering the room.

PLEASE NOTE: These arrangements also apply to media representatives permanently accredited to the United Nations Office at Geneva.

5. Access to other facilities

All accredited journalists will have access to the United Nations bar and cafeteria.

6. Press conferences and interviews

The list and location of press conferences by Heads of State, Government or Delegation, or United Nations senior officials will be posted on the [UN Geneva press centre web page](#).

For general information about UNCTAD16, to arrange interviews and for other media-related requests, contact:

- Marcelo Risi, Editorial Lead, marcelo.risi@un.org
- Catherine Huissoud, Press officer, catherine.huissoud@un.org

7. Television

Only the UNCTAD TV crew and one other television crew may use tripods in the centre of the Assembly Hall at a designated area. Priority for camera positions will be given to the TV team from the current speaker's country, as well as to the team from the upcoming speaker's country, as a courtesy and to ensure appropriate coverage. Other crews may film from fixed positions at the back and perimeter of the Hall.

A feed point for broadcasters using live transmission equipment will be available on the 6th floor, next to stairs n°13, outside the media gallery.

Crews may circulate and film handheld, including limited time in the centre and corridors. Tripods are not allowed in corridors and interviews and stakeouts may not be filmed inside conference rooms. Pool arrangements may be put in place for logistical reasons.

Media organizations can download broadcast quality video of the High-Level Segment from the UNTV cloud. The footage is organized by time of day in consecutive 15-minute files, stored in a dedicated [own cloud](#).

Video highlights (opening), news edits with storylines and audio will also be available via [UNCTAD Vimeo account](#).

8. Webcast

Plenary sessions will be accessible by webcast. You can follow the Conference proceedings live, or access archives at: <https://unctad.org/unctad16/videos>

9. Photos

UNCTAD will provide photo coverage of dignitaries during the Conference on this [Flickr](#) account.

10. **Videos in High Resolution:** <https://vimeo.com/unctad>

11. **Official website**

Information on all aspects of UNCTAD16 can be found on the Conference website, unctad.org/unctad16

The website contains the session programme, news, practical information and statements related to the meeting, as well as available speaker lists and speeches.

12. **Press coverage**

UNCTAD16 will be covered across all UNCTAD digital channels and on the [UNCTAD16 website](#).

13. **Digital assets** will be downloadable from this [Trello board](#).

14. **Official UNCTAD social media accounts**

- LinkedIn: <https://www.linkedin.com/company/unctad/>
- X: <https://twitter.com/unctad>
- Instagram: <https://www.instagram.com/unctad/>
- Threads: <https://www.threads.net/@unctad>
- Facebook: <https://www.facebook.com/UNCTAD/>
- YouTube: <https://www.youtube.com/@UNCTADOnline>
- Flickr: <https://www.flickr.com/unctad/>
- WhatsApp: <https://whatsapp.com/channel/0029VaMjKtOLtOjFG1dih93T>
- TikTok: <https://www.tiktok.com/@untradedevelopment>
- BlueSky: <https://bsky.app/profile/unctad.bsky.social>

UNOG X/Twitter accounts <https://twitter.com/ungeneva> (English) and <https://twitter.com/ONUGeneve> (French)

The Conference hashtag is **#UNCTAD16**.

About UN Trade and Development

UN Trade and Development (UNCTAD) is dedicated to promoting inclusive and sustainable development through trade and investment. With a diverse membership, it empowers countries to harness trade for prosperity.