

MEDIA ACCESS GUIDELINES

International Seabed Authority – Thirtieth Session (part II)

Welcome to Part II of the thirtieth session of the Council and Assembly of the International Seabed Authority (ISA).

ISA recognizes that journalists and members of the media play a crucial role in informing the public about our work, the significant research and negotiations on the deep-sea marine environment under way and progress on the development of a Mining Code. We look forward to working with you throughout the session.

We invite accredited members of the media to attend the session and carefully follow these guidelines. They are intended for all accredited media who have been granted access to the ISA headquarters and the Jamaica Conference Centre during the meetings of the Council and the Assembly. The purpose of these guidelines is to ensure a smooth working environment for everyone while guaranteeing the safety and security of staff, delegates, diplomatic representatives and members of the media.

The guidelines reflect standard best practices for media in international organizations and United Nations bodies.

ISA expects all media personnel to conduct themselves professionally while interacting with diplomats, delegates, officials and ISA staff.

Registration and media pass

All media personnel (including journalists, photographers, videographers and freelancers) must fill out a [media accreditation application form](#) and submit it to the ISA Communications Unit. The deadline for submission of the request for accreditation is **17:00 hrs (Jamaica time) on 25 June 2025**. Late applications will not be accepted.

All media personnel whose request for accreditation is granted will be issued media passes by the Pass and Identification Unit, located on the first floor of the ISA Secretariat. Working hours are 09:00 to 17:00 hrs.

To receive the media pass, media personnel are required to present a valid national ID and a letter requesting their accreditation, signed by the Publisher, Editor-in-Chief or Assignment Editor on the official letterhead of their media organization, which includes their contact information.

If multiple people from the same organization require accreditation, please submit all names in a single letter.

Security checks will be performed on all equipment prior to granting access to the Jamaica Conference Centre. Hiding recording or filming equipment is strictly forbidden.

Dress code

Please dress in a way that respects the professional working environment of the United Nations.

Access to the Media Room and the Jamaica Conference Centre

Accredited media personnel with a valid media pass may access the conference room at the

Jamaica Conference Centre during plenary meetings, depending on space availability. Media personnel should be seated in the area of the conference room designated for the media.

Designation of a meeting as a “Closed Meeting” implies that it is not open to media broadcasting or other forms of coverage.

Media can also utilize designated media engagement areas within the Jamaica Conference Centre, where journalists may interact with delegates when appropriate.

A dedicated Media Room, located in the ISA Secretariat building in Kingston, is also accessible during office hours and serves as a space for media work and interviews.

Media briefings and interviews

Media briefings will be organized on the last day of the Council and the last day of the Assembly. There may be other ad hoc briefings at the discretion of the Secretariat. Please ensure that you are registered on the ISA media distribution list to receive relevant announcements by contacting media@isa.org.jm. Media representatives are invited to register their participation at least 24 hours in advance by contacting media@isa.org.jm.

Accredited journalists may conduct interviews with delegates and observers in the designated media engagement areas within the Jamaica Conference Centre or in the ISA Media Room, subject to their prior consent.

Media representatives are kindly requested to refrain from approaching ISA staff informally requesting interviews. Instead, please contact the Head of Communications and Global Engagement, Ms. Lisa Rolls, at lrolls@isa.org.jm and media@isa.org.jm, ideally in advance of the session.

For further inquiries or coordination, please contact the ISA Communications Unit of ISA, at media@isa.org.jm.

Photo opportunities and interviews with the Secretary-General

The Communications Unit will inform media personnel of anticipated photo opportunities or interviews with Madam Secretary-General. Questions are reserved only for scheduled interviews and will not be allowed during photo ops.

Photography

Official photos from the session will be made [publicly available](#) daily and can be used by media personnel, provided they include relevant credits.

Photographing inside the meeting room is not permitted when the session is in progress.

In areas of general access, media personnel are permitted to take photographs of participants, provided they obtain prior consent.

Media representatives should confirm with the organizers of side events if they may take photographs.

These activities should be carried out unobtrusively and without disrupting the activities or movements of other participants or the security provisions of that area.

Audio/video recording

Recording is not permitted during the meetings of the Council or the Assembly without prior authorization of the ISA Communications Unit.

In the areas of general access, recording of delegates and other participants is only allowed with their explicit consent.

Authorization to film the Council or Assembly meetings should be requested from the Communications Unit at the time of or prior to an application for media accreditation. Filming crews should adhere to the [Filming protocols](#) established by the ISA.

These activities should be carried out unobtrusively and without disrupting the activities or movements of other participants or the security provisions of that area.

We remind the media personnel that the ISA headquarters and the Jamaica Conference Centre are a no-drone zone during the session. It is important to note that launching or operating remote-controlled aircraft is not allowed.

For more information, please review the [Filming protocols of the International Seabed Authority](#) as well as the [Secretary-General's bulletin on the Management of conferences and events of the International Seabed Authority held in the Jamaica Conference Centre](#).

Coverage

All meetings will be streamed live on the [ISA Web TV](#).

Information on the thirtieth session of the ISA and access to official documents are available on [the dedicated page](#).

Official photos from the session will be made [publicly available](#) daily and can be used by media personnel, provided they include relevant credits.

Press releases will be distributed to the ISA media list and posted on [the news area of the ISA website](#).

Daily bulletins of the Council and Assembly meetings compiled by The Earth Negotiations Bulletin team will be published on [the dedicated area of the ISA website](#).

Venue

International Seabed Authority
14 - 20 Port Royal Street, Kingston, Jamaica
Phone: +1 (876) 922 9105

All media correspondents acknowledge that the International Seabed Authority 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. The media pass issued by the International Seabed Authority is non-transferable and misuse will result in its confiscation.

