



United Nations
Climate Change



EXPRESSION OF INTEREST

United Nations Climate Change Conference 2025

Belém, Brazil

Monday, 10 November - Friday, 21 November 2025

3 September 2025

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1 Invitation to Media for Coverage of the UN Climate Change Conference (COP30/CMP20/CMA7)

The UNFCCC secretariat (UN Climate Change) has the pleasure to invite media organizations to apply for the booking of workspace and other facilities to assist with media coverage of the United Nations Climate Change Conference (COP30/CMP20/CMA7) which will take place 10 November – 21 November 2025 in Belém. The venue is located in the Parque da Cidade at Avenida Julio Cesar, s/n, Belém, Pará, Brazil.

There will be a Leader's Summit prior to the opening of the COP. Further information regarding the Leader's Summit will be given in due course.

2 Code of Conduct

UN Climate Change is committed to enabling events at which everyone can participate in an inclusive, respectful, healthy, and safe environment and be treated with fairness and dignity. With your registration and accreditation, you agreed to follow the Code of Conduct. Please consult the Code of Conduct [online](#).

3 About the United Nations Framework Convention on Climate Change (UNFCCC) Secretariat (UN Climate Change)

The UNFCCC secretariat (UN Climate Change) is the United Nations entity charged with supporting the global response to the threat of climate change.

The [Convention](#) after which the secretariat is named was ratified by the UN in 1995 and has near universal membership ([198 Parties](#)). This foundational document is the parent treaty of the subsequent 1997 [Kyoto Protocol](#) and the 2015 [Paris Agreement](#), both of which have been instrumental for setting goals on climate change. The Paris Agreement guides climate action today.

The secretariat supports a complex architecture of governmental and non-governmental bodies which, through agenda setting, negotiation, and implementation planning, are the driving forces behind global climate action.

For media enquiries, please contact: UNFCCC Press Office at press@unfccc.int
More information on UNFCCC is available on [this website](#).

4 Orientation, Accreditation, Visa Requirements and Accommodation

4.1 The Venue, “Blue Zone” and “Green Zone”

The venue is alienated into

1. The “Blue Zone”, managed by the United Nations and open to participants

2. The “Green Zone” managed by the host country Brazil and open for the public with parallel activities and NGO exhibitions. The Green Zone is located adjacent to the “Blue Zone” in the Parque da Cidade.

4.2 Accreditation

Only accredited media representatives with a UNFCCC conference badge will be permitted to access the Conference venue, including the Media Center.

The [online registration system \(ORS\)](#) is the only official channel through which media can be accredited and receive permission to cover COP30. The secretariat does not accept accreditations via any other channel (e-mail, post, etc.). Any accreditation materials not sent through the online system will not be processed.

Please check carefully to ensure that all documents (press ID and letter of assignment) meet requirements and that applicant details are consistent throughout the application. Only full applications with up-to-date documentation can be processed and only accredited media will be admitted to cover COP30.

Please monitor your ORS account if further documentation or information is needed to confirm your application. Once your application is confirmed you will receive a Registration Acknowledgement Form.

Any inquiries should be communicated through your online registration account or directed to press@unfccc.int

To ensure a speedy return of applications please be sure to submit a valid press ID, and that the Letter of Assignment (LoA) meets the following criteria:

- LoA must be on the official letterhead of a bona fide media organization and addressed to the UNFCCC Press Office.
- It should be in English or another official UN language plus Portuguese.
- LoA must indicate the name of the media participant, the duration of the assignment and functional title of professional(s) nominated to cover the COP30.
- LoA must be signed by an authorized person (e.g., the Publisher or Editor-in-chief). Unsigned letters of assignment and e-mails are not accepted.

Whilst there is no formal closing date, the application process will be closed once the media quota has been fulfilled. Notification of a closing date will be given as the numbers approach quota. For more information on media accreditation please visit the [UNFCCC website](#).

Accreditation for COP 30 will also include media accreditation for the Leader's Summit hosted by Brazil.

Information on the Leader's Summit will be forthcoming from the incoming COP30 Presidency of Brazil. Please consult the [COP 30 Presidency website](#) or contact comms@cop30.br.

Due to the high numbers of expected media accreditation requests, applications should be submitted as soon as possible. Each organization should consider their number of accreditation requests and limit lists to the essential personnel required.

Successful candidates can collect their accreditation at the registration desks at the COP30 main entrance from **a date to be advised**. This is for advance collection only.

You will be required to display your UNFCCC registration confirmation email, as well as the original copy of the photo ID used in your application. For security reasons, accreditation must be collected in person at the registration desk.

For set-up arrangements please see below under 8 Logistical Information.

You will not be permitted entry to COP30 without accreditation.

4.3 Visa Requirements

The Brazilian Government has authorized a 'COP30 Special Visa', free of charge, for all participants registered for COP30

Visit the Visa section on the [COP30 website](#) and follow the step-by-step guide to apply for a COP30 e-Visa. You can find a FAQ section, which provides important information regarding eligibility, application procedures, and required documentation for the COP30 e-Visa

For queries concerning visa arrangements, please contact: visas@unfccc.int

4.4 Accommodation

COP30 Brazil officially appointed Bnetwork as the travel agency responsible for handling accommodation requests for the event, acting as a liaison point with hotels to ensure available rooms are provided to COP30 Brazilian participants.

Visit the Accommodation section on the [COP30 website](#) to book your accommodation.

For questions on accommodation please contact bnetwork via email cop30@bnetwork.com.

5 Application for Media Facilities and Services

All Applications for the facilities described below must be submitted on the Online Booking Form which is available at <https://forms.gle/PAWzHsf3gziTjLZTA>

Closing deadline: **Tuesday 30th September 2025**

The Media Center, a purpose-built temporary structure at the Parque da Cidade, will accommodate an International Broadcast Center (IBC) for television and radio broadcasters, as well as spaces for press news agencies and photographers. It will contain all the facilities detailed in this invitation to assist the media in their coverage of COP30.

To apply for the facilities in the Media Centre please refer to the following paragraphs:

- 5.1 Open Press Working Area,
- 5.2 Television and Radio Workstations,
- 5.3 Stand-up Positions,
- 5.4 Studios,
- 5.5 SNG Vehicles & Flyaway Kits of this invitation to assist the media in their coverage of COP30.

Other media facilities, where no application is required, are listed in Chapter 6: Other Media Facilities and Services to provide an overview.

Notice that the Brazilian socket, also known as the NBR 14136 standard socket, is a round three-pin plug and socket system adopted as the standard in Brazil. The Brazilian standard is compatible with both two-pin and three-pin plugs. Plugs with the thinnest diameter (4 mm) are for appliances with a rated current of up to 10 amps and the thickest plugs (4.8 mm) are for equipment operating at up to 20 amps.

For more information on the Conference venue please visit the [COP30 website](#) . More information is published on the COP30 press and media page of the secretariat's website, as it becomes available.

5.1 Open Press Working Area

Approx. 300 workspaces including desks, chairs and Brazilian sockets will be available in the Media Center.

Bookings do not need to be applied for these spaces which will be available on a first come first served basis.

The workspaces will be split into:

- 50 positions with free-to-use laptops with internet access.
- 150 positions with free-for-use RJ45 plug and play wired internet access.
- All other workspaces will be un-serviced, with a desk, chair, lighting, and power. These are free-for-use for those who have their own computers that can connect to Wi-Fi.

Press news agencies with more than 6 journalists attending can apply for a dedicated cubicle.

IPTV monitors will be available within the open press writing area providing live coverage of all proceedings including a scrolling agenda of all scheduled plenary, side event meetings and press conferences.

An information help desk will be prominently positioned at the entrance to the Media Center.

A headset system will be available to monitor the 'live' audio from Plenaries 1 & 2. This will be selectable between floor and English languages.

Lockable storage cabinets will be available for storing valuables. These will be available from the help desk against the formality of completing an application form.

5.2 Television and Radio Workstations

The Master Control Room (MCR) operated and run by the Host Broadcaster will be located in the broadcast area. A help desk will be available to provide technical and other general support to all media.

120 open plan workstations will be available, each providing a desktop area of 2.5 meters wide x 60 cm deep, suitable for 3 people, including worktop chairs for 3 people, Brazilian sockets, 1x RJ45 plug and play wired internet connection and an IPTV monitor to follow proceedings. Media should bring their own wired headphones with 3.5mm connection for monitoring audio at their workstations.

The workstations will be arranged next to each other. The number of personnel attending must be included in your response to this Expression of Interest.

The Host Broadcaster's pool feeds will be selectable through a matrix unit which will be available for selection between several sources, including the two Plenary Halls, the two Press Conference rooms and the Amphitheatre for recordings to be made through an SDI output connection with all the UN languages embedded.

Radio workstations will offer the Host Broadcaster's audio only feeds with XLR connectors through a similar selection matrix.

Lockable storage cabinets will be available for storing valuables. These will be available from the help desk against the formality of completing an application form.

There will be a limited number of larger, lockable cubicles for broadcast agencies with more than 6 personnel. An indication of interest in these spaces is to be given in your response of this Expression of Interest. The lockable cubicles will not be soundproofed and will not have a ceiling.

The Host Broadcaster's coverage is unrestricted and is made available free-for-use. Those who offer a credit for the use of the material can give credit to **'COP30 Host Broadcaster'**.

Wi-Fi will be available throughout the Media Center.

All the Host Broadcaster's pool feeds can also be followed 'live' on the public webcast.

There will be a communal lockable storage area for those needing to store flight boxes or other larger items during the period of the Conference. Please contact the IBC Manager when you are onsite if you require this.

5.3 Stand-up Positions

20 stand-up positions will be available across the conference site. Of this number, some will be serviced with 1 x 4-way power supply, 1 x RJ45 internet and lighting kits with one key light and one back light. A very small number will also be connected to the satellite farm. Broadcasters wishing to book a pre-allocated position are asked to indicate their requirements within the booking form.

Five stand-up positions will also remain un-allocated for ad hoc use by all broadcasters on a first come first served basis.

Those using internet transmission through Wi-Fi will not need a reserved stand-up position as they will be free to transmit from all open areas of the venue, provided they do not cause an obstruction.

Commercial uplink service providers will be on site and details will be provided upon request.

Positions will be allocated at the end of the booking process to enable even distribution between applicants.

5.4 Studios

Studio spaces will be available but are limited in number.

Each space will be a minimum of 5m x 6m, provided with 1x RJ45 hard wired internet connection, electrical strips and furniture comprising 2 trestle tables (1.2m x 600mm) each with 2 chairs, 1pc bar-type high round table, (450mm diameter) with 3pcs bar stool chairs. Lighting will be the responsibility of those occupying the studios.

If studio 'sets' are required these will be the responsibility of those occupying the studios. Dates will be agreed as to when any construction can be undertaken. Designs of studio sets to be constructed must be submitted to the IBC Manager as soon as possible. This is necessary to obtain clearances. The relevant risk assessments and Method Statements will be required to be submitted and approved prior to any works commencing.

There will not be a dedicated 'radio studio' onsite but there will be two soundproofed bookable 'quiet rooms' from where radio broadcasters can submit their reports or podcasts. The quiet room will be large enough to be used as an ad hoc 2/3 camera studio. There will be a conference backdrop, furniture comprising of a round table and 4 chairs, 1x RJ45 hard wired internet connection and electrical strips. Ambient lighting will be provided. If additional lighting is required, this will be the responsibility of those using the rooms.

The quiet rooms are located in the Media Center and will be bookable on an hourly basis at the Media Information Desk.

5.5 SNG Vehicles & Flyaway Kits

Broadcasters who intend to bring their own uplink services must include this in their response to this Expression of Interest. This should include whether it will be an SNG vehicle or flyaway kit.

Further detailed information regarding the services available in the satellite parking area will be provided in due course but in general:

- Independent power supplies, including generators, will not be permitted.
- Single phase and triple phase power outlets ranging from 16 Amps to 63 Amps will be provided.
- Pool feeds will be available from a central position in the satellite parking area.
- Fiber connections to the serviced stand-up positions and studios will be available from a central position in the satellite parking area.
- Broadcasters will be responsible for cabling from the centrally positioned fiber patch box to their SNG/flyaway.
- Space will be available for flyaway dishes to be mounted on top of a container located in the satellite parking area, with access for technical equipment inside the container.
- Convenient access to the Media Center.

The satellite 'farm' will be open for the parking of SNG vehicles on **dates to be advised**.

All vehicles being imported into Brazil will need permission to do so. Please contact comms@cop30.br for further information.

SNG vehicles are not permitted access to the site without a booking in place. Please contact the IBC Manager with arrival and departure dates as soon as they are known.

6 Other Media Facilities and Services

6.1 Pool signal

Television and radio broadcasters will receive 'live' pool feeds provided by the host broadcaster. Pool signals will be provided to all TV workstations and TV cubicles in the International Broadcasting Centre (IBC). The Video format of the pool feed is HD-SDI 1080i 59,94 with embedded audio, available through BNC connector. For Radio Broadcasters, the Audio feed will be delivered at line level (+4 dBu), available through XLR connectors.

6.2 Host Broadcast Footage and Official Photography

High quality photographs from official photographers are provided on the [UN Climate Change Flickr account](#). This is an open platform, and no login credentials are required.

All public meetings will be available from the Host Broadcaster's file server, formatted as XDCam 50Mbps and H.264 7Mbps files. The process for direct access to the file server will be given in due course.

Alternatively, requests can be submitted to the help desk in the Media Center to obtain a copy of a specific meeting on a USB stick. The recordings will be in H.264 format, USB sticks will be made available from the help desk and must be returned for re-use.

6.3 Internet connectivity

The conference venue is being fed by a 40gb/s internet connection. The network has been configured in such a way so that all users have access to the full internet and there is no throttling or segregation of that connection.

All internet connections will be capable of a minimum of 10Mb/s u/d and burstable up to 100Mb/s u/d. The use of routers is not encouraged to extend the internet, however, if you consider this is required, please advise the IBC Manager. Routers are not to be installed without permission.

6.4 IPTV Facility

The Host Broadcaster will cover all proceedings from gavel-to-gavel from Plenaries 1 & 2, the two Press Conference rooms, Amphitheatre and any other high-level sessions. All the coverage will be available for monitoring on the IPTV network in the IBC and across the venue.

7 Permits and Processes

Permits will be required for temporarily importing media equipment into Brazil. Details on how to apply for permits are available [here](#).

Drones will not be permitted for use at COP30. Only official drones of the Presidency of Brazil will be allowed.

No permits are required for film and photographing in Brazil.

7.1 Registration of radio-electronic equipment and spectrum allocation

In Brazil, it is **standard practice and a legal requirement** for media organizations to obtain—and pay for—a **Temporary Frequency Authorization** when using spectrum-dependent equipment during events. This ensures technical compliance and prevents interference with existing services.

For COP30, **all participants using telecommunications transmitting equipment** must register such equipment and request **Temporary Radio Spectrum (UTE) allocation** *after* their accreditation is approved.

Equipment requiring authorization includes:

- Temporary radio links
- Broadcast transmitters
- Wireless cameras operating on custom frequencies
- High-power wireless microphones

No authorization is needed for personal devices such as smartphones, tablets, or laptops.

Validity: Up to 90 days

Application deadline: At least 15 days before intended use

Late requests: May be approved if urgency is duly justified, but delays are possible

Fees: Temporary frequency use is subject to public fees and regulatory charges, including:

- PPDESS – Public fee for the right to operate telecom services
- PPDUR – Fee for the right to use radio frequency
- TFI – Fee for installation inspection (mobile or base)

For COP30 a service provider will manage all temporary frequency requests and provide support with ANATEL, (Brazilian National Telecommunications Agency).

More information about the application process and deadlines will be shared once they become available.

Once your request is approved, all equipment brought into Brazil must be declared on the **Brazilian customs website**. Guidance on this process is available [here](#).

Upon arrival at the conference venue:

- Bring all registered and approved radio-electronic equipment to the designated technical inspection desks.
- Approved equipment will be labelled after inspection.
- Any unregistered, unlabeled, or non-inspected equipment will not be allowed into the venue.

For questions or assistance, contact: comms@cop30.br

8 Logistical Information

8.1 Dates Facilities are Available

All the above-mentioned media facilities will be available during the Leader's Summit (accessible with the UNFCCC badge) and from **Monday 10th November 2025** through to the end of COP30, scheduled for **Friday 21st November 2025**.

From **10th November 2025**, the Media Center will be accessible 24 hours a day, with reduced services overnight. Any Media working in the Media Center after **midnight** is to give notice of this to the IBC Manager. This information will be required by 6pm on the specific date. This advice will be passed to 'Security' to avoid disruption. This notification will not be necessary where meetings overrun or are scheduled.

The Media Center will be available for set-up on **Sunday 9th November 2025**, by prior approval only. Those requiring an earlier set-up date to advise the IBC Manager.

Entry to the COP30 venue earlier than **10th November 2025** is by request only and should be stated clearly in your Expression of Interest.

8.2 Open Day

There will be an 'open day' provisionally scheduled for **Tuesday 28th October 2025** to tour the facilities of the Conference venue including the Media Center, Plenary & Press Conference rooms, stand-up positions, studio locations and satellite farm.

An indication of your intention to attend the open day must be submitted with your Expression of Interest. Only two people from each media house may attend. Still cameras will be permitted to capture pictures. No video or film cameras will be allowed.

This tour is open to all accredited media who will be attending COP30 (excluding written press journalists).

The tour will take up to 2 hours commencing from 10am. Further details regarding the open day will be shared with those who have registered to attend, in due course.

9 Application for Media Facilities and Services in Green Zone

Detailed information regarding the media facilities and services in the Green Zone will be provided by the host government at a later date.

10 Submission of Applications for Media Facilities in Blue Zone

All applications must be submitted on the Online Booking Form which is available at <https://forms.gle/PAWzHsf3gziTjLZTA>

All applications are to be submitted as early as possible with a closing deadline of **Tuesday 30th September 2025**.

11 Contact

Tim Davis,
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