



# MEDIA GUIDE

The 2nd Summer Youth Olympic Games





All information is accurate at the time of printing but is subject to change.



Dear Journalists,

Welcome to Nanjing for the Second Summer Youth Olympic Games (YOG).

The media's reporting of the Games is key to communicating the passion and sporting endeavors that the participants experience at this edition of the YOG.

From 16 to 28 August 2014, you will be the media representatives to cover this event for young athletes to compete at the highest level while learning new skills and sharing their experiences. It is an event for pushing the boundaries and testing new ideas both on and off the field of play. For each YOG we work with our stakeholders to ensure we innovate and create an event that is appealing to our young athletes and fans.

The YOG aims to bring together the world's most talented young athletes between the ages of 15 and 18; to give them a unique experience while inspiring young people around the world to get active and enjoy sport. The Young Olympians will not only compete against each other in sports, but also will take part in the Culture and Education Programme to learn essential skills for their future careers while building friendships with athletes from the 204 participating National Olympic Committees.

Nanjing is famous for its warm hospitality, and this will be extended to all media representatives. The Nanjing Youth Olympic Games Organising Committee (NYOGOC) offers you good working conditions and facilities.

I would like to thank the NYOGOC team for this comprehensive media guide they have prepared to assist you in your work. You will find useful information on the competitions, the Culture and Education Programme, the athletes and the city of Nanjing.

We wish these young athletes a fantastic Youth Olympic experience that they can take away with them and share with their friends around the world.

I wish you success in your reporting and an enjoyable YOG.

A handwritten signature in blue ink, which appears to read 'Thomas Bach'.

**Thomas Bach**  
President  
International Olympic Committee



## Sharing the “Story of New Nanjing”

Nanjing is enjoying the deep mid-summer shade of plane trees and the wafting fragrances of jasmine flowers. On this wonderful occasion, we are honoured to receive media friends from home and abroad, to witness, participate in, and share a joyous gathering of youth. Together with the eight million citizens of Nanjing, I would like to extend a warm welcome to everyone in attendance.

Nanjing is a famous historic and cultural city with a history of nearly 2,500 years and a history of 450 years as an ancient capital. As early as more than 600 years ago, the great Chinese navigator Zheng He embarked from here on his expeditionary voyages to the outside world, raising the sails of friendly exchanges with the rest of the world.

Nanjing is a vibrant city that has been at the forefront of rapid economic growth in Jiangsu and China over the past 30 years.

Nanjing is also a city of youth, a city with the largest number of college and university students per capita in China. Numerous young students are writing their youthful stories and releasing their glorious dreams.

Over the past four years the City has been working hard in preparation for the Youth Olympic Games, with a view to presenting the world a grand celebration of sports, and culture and education.

Now, as this grand celebration is commenced, the whole world will witness the Youth Olympic Games and gain a deeper understanding of Nanjing and China through your perspectives, your voices, and your messages. I am convinced that you will cover the Games innovatively to enable people all over the world to experience this youthful gala and to share the "Story of New Nanjing".

I hope that everything goes well with your reporting and your stay in Nanjing. I also look forward to your frequent visits to this city, whose citizens will be friends you can always trust.

A handwritten signature in black ink, consisting of the Chinese characters '杨卫泽' (Yang Weize) in a cursive style.

Yang Weize  
Executive President  
Nanjing Youth Olympic Games Organising Committee

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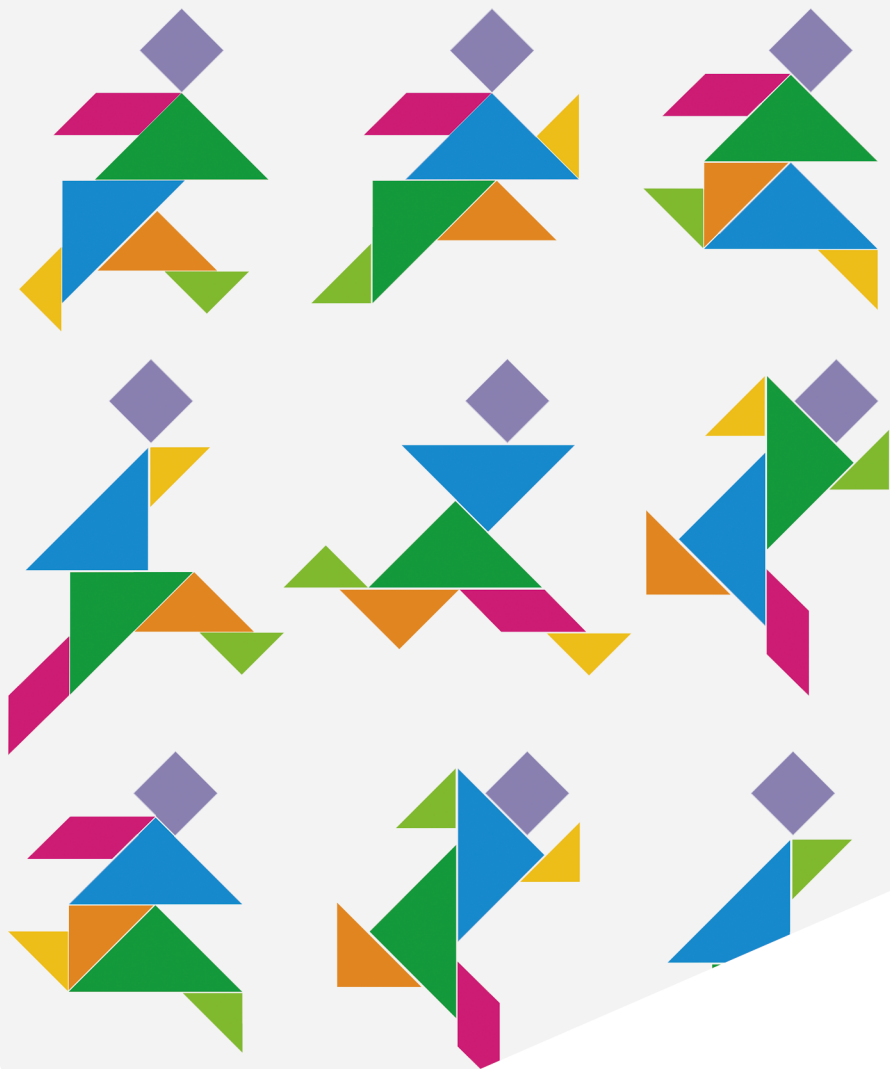
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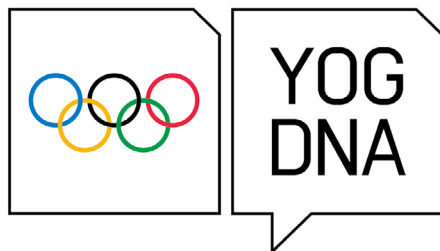
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# 1. YOG Events

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Share the Games Share our Dreams



## 1.1 About YOG

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The Youth Olympic Games (YOG) is an international comprehensive sporting event dedicated to young people from all over the world, as well as the flagship plan of Youth Strategy of International Olympic Games, which integrates areas of sports, education and culture. The YOG aims to encourage teenagers to participate in sports activities, to understand Olympic values, and to develop healthy lifestyle.

## 1.2 Slogan, Emblem and Mascot

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Slogan

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*Share the Games Share our Dreams*

Nanjing 2014 highly incorporates Olympic concepts and the culture of the host city: the slogan highlights the

basic characteristics of teenagers and the YOG, the ideal of the Olympic movement, the destiny of all human societies, and the basic Olympic principles of friendship and solidarity.

## Emblem

The emblem consists of three parts. The lower part features the English name of the Games (YOUTH OLYMPIC GAMES) and its visual symbols (Five Rings and "YOG DNA"). The middle part identifies the year 2014 and serves as a transition. The upper part highlights the characteristics of Nanjing, with the English letters "NANJING" in a lively font in perspective. They are in the shape of an arched city gate surrounded by a silhouette of residential buildings of southern China.



The city gate suggests a door of welcome; the residential buildings symbolise the Olympic home of youth. The emblem fully expresses the wish of Nanjing to open itself to young people from around the world, to communicate with them and to become a city of joy for the youth.

The seven English letters: NANJING, are in five different colours and they embody the concept of Nanjing 2014:

international style, Olympic spirit, youthful vitality and local culture.

## Mascot

The mascot 砬 (NANJINGLELE, pronounced as lèlè in Chinese), designed based on the inspiration drawn from the River Stone (a special local product of Nanjing), takes on a modern and artistic shape to show vitality, cater to the aesthetic taste of young people and follow the colour of the emblem.



The design aims to promote a natural, sportive, healthy and happy lifestyle among youths all over the world.

The Chinese character “砬” refers to the sound produced by knocking a stone, and also a homonym for “乐” (happiness). People often entertain themselves by knocking stones to make sounds in quarrying or road building, so “砬” also symbolises cutting into a mountain to make a way and that NYOGOC would continue to explore the Youth Olympic Movement, develop the Nanjing mode of YOG, and present a memorable and joyful Games for the world youth.

## 1.3 Key Facts

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- 13 competition days
- 28 sports and 222 events
- 35 competition venues and training venues
- 3,787 athletes from 204 countries/regions (statistics by 21 July,2014)
- Participating athletes aged from 15 to 18
- About 20,000 volunteers

## 1.4 Important Dates

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1 August 2014, trial operation of MMC

10 August 2014, pre-opening of the YOY








































12 August 2014, official operation of MMC and official opening of YOY

16 August 2014, Opening Ceremony






























































28 August 2014, Closing Ceremony

30 August 2014, end of the operation of MMC and closing of YOY

## 1.5 Competition Schedule (subject to the latest information)

Schedule	14	15	16	17	18	19
August, 2014	Thu	Fri	Sat	Sun	Mon	Tue
 Opening/ Closing Ceremony						
 Diving						
 Swimming						
 Archery						
 Athletics						
 Badminton						
 3-3 Basketball						
 Boxing						
 Canoeing						
 Cycling						
 Equestrian						
 Fencing						
 Football						
 Golf						
 Artistic Gymnastics						

released during Games-time)

20	21	22	23	24	25	26	27	28
Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu
								
								
								
								
								
								
								
								
								
								
								
								
								
								
								

Schedule August, 2014	14	15	16	17	18	19
	Thu	Fri	Sat	Sun	Mon	Tue
 Rhythmic Gymnastics						
 Handball						
 Hockey						
 Judo						
 Modern Pentathlon						
 Rowing						
 Rugby						
 Sailing						
 Shooting						
 Table Tennis						
 Taekwondo						
 Tennis						
 Triathlon						
 Beach Volleyball						
 Weightlifting						
 Wrestling						

20	21	22	23	24	25	26	27	28
Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu

## 1.6 CEP Schedule

(subject to the latest information released during Games-time)

Activity	Capacity	Location	Thu 14 Aug	Fri 15 Aug	Sat 16 Aug	Sun 17 Aug	Mon 18 Aug
Let's Get Together	∞	YOY Square		19:30 – 20:10			
Pump It Up Interactive Activities						18:00–21:00	
Pump It Up Performances						Chinese Folk Music	Symphonic
Jinling Art Festival	600	Nanjing Culture and Arts Centre					
	100	Mendong Historical and Cultural District					
Chat With Champions	500	Building No. 1 3rd Floor, YOY					20:00 – 21:00
Learn & Share ARM Lounge / Safe Sport / Injury Prevention / Play Fair / Athlete Career Programme / WADA Outreach Programme	∞	Learn & Share Tent, YOY Square	11:00–21:00			11:00 – 16:00	
Music For Stress Relief	100	Block D3, YOY Square	07:30–19:00			07:30 – 16:00	
Healthy Cooking Workshop	20	Block D2, YOY Square	11:00–12:00 & 18:00–19:00			11:00 – 12:00	
Environmental Protection Booth	∞	Block C2, YOY Square	11:00–20:00			11:00 – 16:00	

Mon 18 Aug	Tue 19 Aug	Wed 20 Aug	Thu 21 Aug	Fri 22 Aug	Sat 23 Aug	Sun 24 Aug	Mon 25 Aug	Tue 26 Aug	Wed 27 Aug	Thu 28 Aug	
18:00-20:30											
18:00-20:30											
19:30-20:00											
World Classic Songs	Backstage Show	Fashion Show				19:30 20:00 Chinese Folk Dance			19:30 20:00 Children Show		
				19:30 20:00 Chinese Night			19:30 20:30 Int' Night			19:30 20:30 Party Time	
						18:30 22:30					
						Stage Play					
						18:30 21:30 Traditional Chinese Opera					
		20:00 21:00			20:00 21:00		20:00 21:00				
11:00-21:00										11:00 - 16:00	
11:00-21:00										07:30 - 16:00	
11:00-12:00 & 18:00-19:00										11:00 - 12:00	
11:00-20:00										11:00 - 16:00	

Activity	Capacity	Location	Thu 14 Aug	Fri 15 Aug	Sat 16 Aug	Sun 17 Aug	Mon 18 Aug	
Global Issues Activities	∞	Permanent Building next to Digital Media Centre, YOY	11:00–20:00		11:00 – 16:00			
Olympic Journey	∞	Nanjing Olympic Museum						
World Culture Village	∞	YOY Square		11:00 – 20:00	11:00 – 16:00	Europe		
Chinese Culture	∞	Inside World Culture Village		11:00 – 20:00	11:00 – 16:00			
Digital Media Centre	∞	Digital Media Centre main building & Block F5, YOY Square						
Media Training	300	Building No. 1 3rd Floor, YOY						
YOY POV Workshop	24	Block F2, YOY Square	12:00 – 14:00 – 18:00 – 20:00			12:00–14:00 18:00–20:00		
YOY POV Support Desk	∞		09:00–20:00		09:00 – 16:00			
Adventure and Treasure Hunting*	120	Laoshan National Forest Park						
Ancient City Wall Exploration*	100	Nanjing City Wall of the Ming Dynasty						
Eco-Friendly Agriculture*	150	Xing Zhi Experiential Learning Base						

Aug	Tue 19 Aug	Wed 20 Aug	Thu 21 Aug	Fri 22 Aug	Sat 23 Aug	Sun 24 Aug	Mon 25 Aug	Tue 26 Aug	Wed 27 Aug	Thu 28 Aug
11:00–20:00										11:00 – 16:00
09:00–19:00										
										11:00 – 16:00
Africa			Americas & Oceania				Asia			
11:00–20:00										11:00 – 16:00
08:30–22:30										
			20:00 – 21:00					20:00 – 21:00		
& 00				12:00–14:00 & 18:00–20:00						
09:00–20:00										
15:00–18:30										
15:00–18:30										
15:00–18:30										

Activity	Capacity	Location	Thu 14 Aug	Fri 15 Aug	Sat 16 Aug	Sun 17 Aug	Mon 18 Aug
Nanjing 2014 Sports Lab Showcasing & Initiation	600	Nanjing 2014 Sports Lab					
Nanjing 2014 Sports Lab Initiation for Athletes	240						
IOC Youth Session	1 / NOC & YAs	Building No. 1 3rd Floor, YOY					

n Aug	Tue 19 Aug	Wed 20 Aug	Thu 21 Aug	Fri 22 Aug	Sat 23 Aug	Sun 24 Aug	Mon 25 Aug	Tue 26 Aug	Wed 27 Aug	Thu 28 Aug
08:00–10:30 & 15:30–18:00										
18:00–19:00										
									10:30 – 11:30	

\*Registration required





## 2. Media Accreditation

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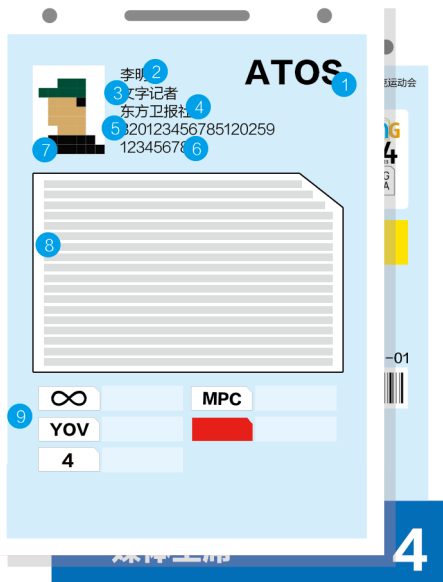
## 2.1 Introduction to Media Accreditation

The purpose of media accreditation is to verify the identities and qualifications of all media personnel applying to participate in the Games, grant them with necessary and proper entitlements and rights, and ensure that the accredited personnel access to corresponding venues and zones according to their entitlements by issuing them with relevant documents such as the YOAC, to perform their duties.

1. Name of the Nanjing Youth Olympic Games
2. Photo of the cardholder
3. Emblem of the Nanjing Youth Olympic Games
4. Type of Accreditation
5. Name of the cardholder
6. Position
7. Responsible/Application organization
8. Version of production of registration number
9. Barcode
10. Code of access to venues
11. Color identification of venues distinguishing
12. Code of access to different areas
13. Code of access to reserved seats



1. Sign of cooperative partner
2. Name of the cardholder
3. Position
4. Responsible/Application organization
5. ID card number of the cardholder
6. Entry visa number of YOG
7. Photo of cardholder
8. Authorized statement
9. Code and identification



Contact person for media accreditation: Miao Ya  
E-mail: miaoya@nanjing2014.org

## 2.2 List of Media Accreditation Access and Entitlements

Category	Posts/Responsibilities	Venues
<b>E</b>	Journalists	∞ ,YOV, MPC
	Photographers	∞ ,YOV, MPC
	Non-Rights-Holding Broadcaster (ENR), Non-Rights Holder	∞ ,YOV, MPC
	Young reporters	∞ ,YOV, MPC
<b>HBa</b>	Host Broadcaster executives	∞ ,YOV, MPC,IBC
<b>HBb</b>	HB staff	∞ ,YOV, MPC,IBC
<b>RTa</b>	Rights-Holder executives	∞ ,YOV, MPC,IBC
<b>RTb</b>	Rights-Holder staff	∞ ,YOV, MPC,IBC

Zone	Seat
4,red	M
4,red	M, Access to the FOP with dedicated vest, armband, logo, etc.
4,red	M, No equipment allowed
4,R,red	M, Access to the FOP with dedicated vest, armband, logo, etc.
4,6,blue	M, Access to the FOP with dedicated vest, armband, logo, etc.
4,blue	
4,red	M, Access to the FOP with dedicated vest, armband, logo, etc. Such Supplementary Access Control Devices will be managed and distributed by the Host Broadcaster
4,red	

## 2.3 Media Accreditation Facilities

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### MMC Media Accreditation Centre

**Location:** outside the Olympic Sports Centre (outside the north-gate security perimeter)

**Operation period:** 1 to 30 August 2014

**Working hours:** 08:00 – 22:00

**Responsibilities:** YOAC Validation, problem resolving, on-site badging, reissue of certificates and so on for media personnel; issuance of the Day Pass for personnel entering the MPC and IBC.

## 2.4 Supplementary Documents and Supplementary Access Control Devices (SACDs)

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### Supplementary Card

Only accredited personnel may apply for and use the Day Pass. It is used to give temporary access on a designated day in addition to the original access and it applies to venues and zones. Day Passes are nominative, non-transferable, without the holder's photo and used on a certain day.

Day Passes are only issued to accredited media who meet one of the following conditions and do need to enter MPC and IBC:

- Accredited personnel who need to enter MPC or IBC to perform certain tasks will need to wear the Day Pass and the YOAC when entering the venue/zone. For those meeting this standard, the receiving MMC should make an application and once the application is approved by MMC media accreditation center manager, the Day Pass will be issued immediately.
- Those who use a day pass because they are eligible yet have not got a YOAC due to loss, damage, card in production, accreditation in addition, etc. may use a day pass alone. Those meeting this standard should make an application by

**themselves and the card will be issued immediately after a review by MMC media accreditation center staff and approval from the manager. Those who use a Day Pass alone should also present his/her valid ID when entering a venue.**







MMC media accreditation centre can only issue Day Passes for the MPC and IBC, not any for other venues.

When acquiring a Day Pass, the applicant should present his/her YOAC or valid ID.

## Supplementary Access Control Devices (SACDs)

Games-time Supplementary Devices					
Device Sample	Type	Access Rights	Colour	User	
	PHOTO VEST	FOP and Stand Photo Positions Access for Photographers	Brown	E	
	POOL VEST	FOP and Stand Photo Positions Access for Photographers	Deep Blue	E	
	POOL VEST (Opening and Closing Ceremony)	Positions Access for Photographers in Opening & Closing Ceremony Venue	Black	E	
	ET BIB	FOP and Stand Photo Positions Access for ET	Orange	E	
	PHOTO STAFF BIB	FOP and Stand Photo Positions Access for Staff	Green	WKF	
	Youth Information Service BIB	Media Stand and Mixed Zone Access for YIS Team	Purple	E	

Games-time Supplementary Devices					
Device Sample	Type	Access Rights	Colour	User	
	Young Reporter BIB	Media Stand and Mixed Zone Access for YIS Team	Pink	E	
	HB BIB	FOP Access for HB	Blue	HB (OBS)	
	HB BIB (Restricted)	Restricted Areas including the Indoor and Outdoor Warm-Up Tracks	Blue with red stripe	HB (OBS)	
	RHB BIB	FOP Access for Rights Holders	Green	RT	
	RHB BIB (Restricted)	Restricted Areas including the Indoor and Outdoor Warm-Up Tracks	Green with red stripe	RT	

Games-time Supplementary Devices				
Device Sample	Type	Access Rights	Colour	User
	HB ARMBAND	Access NON FOP permanent camera positions	Pink	HB (OBS)
	RHB ARMBAND	Access booked NON FOP permanent camera positions	Orange	RT
	MZ ARMBAND	Access permanent Mixed Zone camera positions	Green	HB (OBS), RT
	ENG ARMBAND	Access ENG positions, including those located in the Mixed Zone, during broadcast high demand events.	Blue	HB (OBS), RT
	Press Attaché ARMBAND	Press Attaché can go to all 4 areas, and the athlete side of the mixed zone	Yellow	IF, NOC
	CAMERA STICKERS	Access to YOG venues by authorized camera (All cameras must be labeled)	Pink	HB (OBS), RT

Accredited media must use the SACD and valid YOAC at the same time in order to gain the access to venue/ broadcasting zones.





### 3. Media Accommodation

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NYOGOC designates hotels with reasonable rate and convenient location to domestic and foreign accredited media who may choose from them according to their needs. The accommodation expenses shall be borne by media personnel themselves.

Contact person for media  
accommodation: Wu Yi  
E-mail:  
wuyi@nanjing2014.org

## Jiangsu Phoenix Palace Hotel

**Address:** No. 47, Hunan Road

**Service hotline:** +86 25 68663037

**Website:** <http://www.pphotel.cn>

**Distance from the MMC:** 13km

## Zhongshan Hotel

**Address:** No. 307, Zhongshan East Road

**Service hotline:** +86 25 84818888

**Website:** <http://www.jszshotel.com>

**Distance from the MMC:** 14.1km

## Central Hotel

**Address:** No. 75, Zhongshan Road

**Service hotline:** +86 25 83155888

**Website:** <http://www.njcentralhotel.com>

**Distance from the MMC:** 10km

## Yuyuan Hotel

**Address:** No.30, Yudao Street

**Service hotline:** +86 25 84893434

**Website:** <http://yuyuanhotel.nuaa.edu.cn/>

**Distance from the MMC:** 15km





## 4. Media Transport

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According to IOC rules and established practices of YOG, NYOGOC will provide fast and convenient transport service system to accredited media, and rely mainly on the Common Shuttle Service (CSS) and the Public Transport system (PT), supported by the Pre-planned Service (PPS), to connect the MMC, IOC Hotel, media hotels, all competition venues, and YOV.

Contact person for media arrivals & departures: Wu Yi

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[wuyi@nanjing2014.org](mailto:wuyi@nanjing2014.org)

Contact person for media transport:  
Jiang Yongmei

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Li Taoran

E-mail:  
[litaoran@nanjing2014.org](mailto:litaoran@nanjing2014.org)

## 4.1 Arrivals & Departures

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NYOGOC will provide arrivals & departures (A&D) services for accredited media during the Games operation period (from 10 to 30 August).

### A&D services include

Reception and necessary customs clearance assistance at official ports of entry/exit, official reception points (Nanjing Lukou International Airport, Nanjing Railway Station and Nanjing South Railway Station), and non-official ports of entry/exit (Beijing Capital International Airport, Shanghai Pudong International Airport).

A&D transport services between official ports of entry/exit, official reception points and media hotels.

Flight and train ticket services at media hotels.

### Nanjing Lukou International Airport

National inspection & quarantine, border inspection, customs and security organs have opened dedicated passageways for Nanjing 2014 to facilitate the entry/exit customs clearance of accredited media.

—Entry process for accredited media taking international flights or taking flights from Hong Kong, Macao and Taiwan:

1. After arriving at the International Arrivals of T2, you may follow the signs to pass the health quarantine, border inspection, customs check/animal & plant quarantine, and then go to the load zone to take Nanjing 2014 shuttle buses.
2. If the entry of any accredited media is denied by the border inspection organ due to wrong information on their YOAC or any other problem with their YOAC, he/she may go back to the A&D Service Desk to confirm their identity and then continue to go through entry formalities. The A&D Service Desk is near the covered bridge, and there are signs to help you find the way.
3. If you're transferring from an overseas airport, please take the initiative to ask local customs whether you need to have your luggage checked and make sure it won't be held up in the overseas airport.
4. If your luggage is delayed for any reason, you may go to the information desk near the carousel for help.
5. If you bring valuable photographic and video recording equipment for temporary use into China and fail to submit the *List of Entering Goods* and the *Commitment Letter for Bank Guarantee*, you need to go to the A&D Service Desk to handle the guarantee formalities for temporarily imported goods and pay the tariff deposit.
6. When you get on the vehicle, you should present your YOAC to the staff or volunteers and answer their questions to avoid getting on a wrong vehicle.

**——Exit process for accredited media taking international flights or taking flights from Hong Kong, Macao and Taiwan:**

1. After arriving at the International Departures of T2, you may follow the way-finding signs to the airline counters to go through check-in formalities, then pass the health quarantine, customs inspection, border inspection, and security check, and go to the designated departure gate.
2. Since the airport might be in rush hours and requires strict security check, please reserve sufficient time for your check-in.

**Note: If you went through guarantee formalities for the temporary import of valuable photographic and video recording equipment upon your entry, please apply for cancellation to China Customs at the time of exit from any port in China.**

**——Entry process for accredited media taking flights in the Chinese Mainland:**

1. After arriving at Domestic Arrivals of T2, clients may follow the way-finding signs to the carousel to claim your luggage, and then follow the way-finding signs again to the load zone for Nanjing 2014 shuttle buses outside the gate of Domestic Arrivals.
2. If your luggage is delayed for any reason, you may go to the information desk near the carousel for help.
3. When you get on the vehicle, you should present your YOAC to the staff or volunteers and answer their questions to avoid getting on a wrong vehicle.

### **——Exit process for accredited media taking flights in the Mainland of China:**

1. After arriving at Domestic Departures of T2, you may follow the way-finding signs to the airline counter to go through check-in formalities, pass the security check and then go to the designated departure gate.

2. Since the airport might be in rush hours and requires strict security check, please reserve sufficient time for your check-in.

## **Nanjing Railway Station and Nanjing South Railway Station**

Nanjing Railway Station and Nanjing South Railway Station have opened dedicated ticket booths for accredited media participating in Nanjing 2014 and NYOGOC has set up a service desk at the exit and the entrance, respectively and will open dedicated passageways when necessary.

### **——Entry process:**

1. After arriving at the station, you may follow the way-finding signs to the service desk at the exit and there the staff will take you to the load zone for Nanjing 2014 shuttle buses.

2. When you get on the vehicle, you should present your YOAC to the staff or volunteers and answer their questions to avoid getting on a wrong vehicle.

——**Exit process:**

1. You may follow the way-finding signs to the waiting hall.
2. Since the station might be in rush hours and requires strict security check, please reserve sufficient time for necessary formalities in order to get on board on time.

## Beijing Capital International Airport

Beijing Capital International Airport is the non-official entry/exit port for Nanjing 2014 and NYOGOC will send a team there to provide transfer A&D services for accredited media.

National inspection & quarantine, border inspection, customs and security organs have opened dedicated passageways for Nanjing 2014 at T3 to facilitate the entry/exit customs clearance of accredited media.

——**Entry process:**

1. NYOGOC has set up a service desk at the Arrivals of T3, and if your entry is denied by the border inspection organ due to any wrong information or any other problem with your YOAC, the service desk staff will help identify you and then you can resume the entry formalities.
2. After arriving at the airport, you should go through health quarantine, border inspection, picking up or checking your luggage (note: when transferring from an international flight of Air China to a domestic flight

of Air China or from a domestic flight of Air China to an international flight of Air China, passengers need not pick up their luggage for customs clearance), customs check and animals & plants quarantine formalities according to the arrivals or departures process.

3. NYOGOC has set up a transfer information desk at the T3 exit to serve accredited media heading to Nanjing Lukou International Airport. Please go through transfer formalities including the shuttle bus service, luggage checking and boarding pass between T3 and T1 or T2.

## Shanghai Pudong International Airport

Shanghai Pudong International Airport is the non-official entry/exit port for Nanjing 2014 and NYOGOC will send a team there to provide transfer A&D services for accredited media.

National inspection & quarantine, border inspection, customs and security organs have opened dedicated passageways for Nanjing 2014 at T1 and T2 to facilitate the entry/exit customs clearance of accredited media.

### —Entry process:

1. NYOGOC has set up a service desk at the Arrivals of T1 and T2, and if your entry is denied by the border inspection organ due to any wrong information or any other problem with your YOAC, the service desk staff will help identify you and then you can resume the entry formalities.

2. After arriving at the airport, you should go through health quarantine, border inspection, picking up or checking your luggage, customs check and animals & plants quarantine formalities according to the arrivals or departures process. The IOC official travel agency (OTA) has set up the service desk at the International Arrivals of T1 and T2, and NYOGOC/OTA staff will provide transfer information service for accredited media.

## A&D transport services

NYOGOC provides shuttle bus services for the arrivals & departures of accredited media from Nanjing Lukou International Airport, Nanjing Railway Station, and Nanjing South Railway Station to media hotels or vice versa. And accredited media need to provide accurate flight or train information in advance.

## Pre-Games arrival services

From 10 to 15 August, NYOGOC will provide shuttle bus services from Nanjing Lukou International Airport, Nanjing Railway Station, and Nanjing South Railway Station to media hotels. The shuttle buses will depart every 30 minutes from 9:00 to 23:00 every day during that period. Accredited media arriving at Nanjing beyond that time slot shall use the pre-planned service (PPS) according to their arrival information provided. There will be volunteers on the A&D shuttle buses, and meanwhile

a certain number of luggage vehicles will be prepared according to the amount of luggage of accredited media. Therefore, please provide the accurate amount of luggage and the size of luggage in abnormal shape while submitting your A&D information.

## Post-Games departure service

1. NYOGOC will use PPS to send accredited media to Nanjing Lukou International Airport, Nanjing Railway Station, and Nanjing South Railway Station. If you need such service, please provide your departure information to the hotel service desk or the MMC service desk at least 48 hours before your departure. If you need to change your departure information, please apply for the change 24 hours in advance.
2. After arriving at Nanjing Lukou International Airport, Nanjing Railway Station, and Nanjing South Railway Station, you should go through check-in and exit formalities on your owns.

## 4.2 Common Shuttle Service (CSS)

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The Common Service (CSS) is the transport service provided for all accredited media (except for staff members and volunteers). During Games-time, you may obtain the latest information on shuttle buses at the transport service desk and the bulletin board at the MMC and all venue media centres.

**Service mode:** free for accredited media holding the YOAC.

CSS consists of Y-n and C-n bus routes, with a City Transport Mall at Hanzhongmen and an interchange station at the east gate of Olympic Sports Centre.

**For detailed information about Shuttle Bus System, please refer to the *Transport Guide* which is to be released on the official website of Nanjing 2014 ([www.nanjing2014.org](http://www.nanjing2014.org)).**

## 4.3 Pre-planned Service (PPS)

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The Pre-planned Service (PPS) will be provided for Games-time group activities and major events, including CEP events and Opening & Closing Ceremonies.

### CEP events

Providing transport service for accredited media to Laoshan National Forest Park, Nanjing Ming City Wall, and Xingzhi Experiential Learning Base.

**Service mode:** The PPS application shall be filed by accredited media 24 hours in advance.

#### Main Media Center

Application for interview contact number:

+86 25 56666125

contact E-mail:

interview@nanjing2014.org

#### Media Sub-centers in YOY

Application for interview contact number:

+86 25 56668988

contact E-mail:

yangzhiyuan@nanjing2014.org

Information on the pick-up point will be released on the bulletin board at the MMC and media hotels.

**Service mode:** on the days of CEP events.

## Off-site assembly for Opening & Closing Ceremonies

The shuttle buses will depart from media hotels, arrive at the off-site security point at the designated time, receive vehicle screening and then go to the site of Opening & Closing Ceremonies. Information on the assembly time will be released on the bulletin board at the MMC and media hotels.

**Service mode:** free for accredited media holding the YOAC at media hotels.

**Service period:** on the days of Opening & Closing Ceremonies.

## Media shuttle buses for Opening & Closing Ceremonies

To transport accredited media from media hotels to the Olympic Sports Centre (parking outside the north gate) on the days of Opening & Closing Ceremonies.

**Service mode:** free for accredited media holding the YOAC at media hotels.

**Service period:** on the days of Opening & Closing Ceremonies.

## 4.4 Shuttle Buses for Remote Venues

(Subject to the latest information released during Games-time)

### Gaochun Wushu Venue

**Service mode:** depart from the north gate of Olympic Sports Centre and directly to Gaochun Wushu Venue (free for accredited media holding the YOAC).

**Service period:** venue competition days

Departure	Sport/ Discipline	Venue	Service Time
Nanjing Olympic Sports Centre North Gate	Wushu	Gaochun Wushu Venue	Depart from the north gate of Olympic Sports Centre at 07:30 Return from Gaochun at 13:30

### Jinniu Lake Sailing Venue

**Service mode:** shuttle buses depart from the Interchange at the east gate of Olympic Sports Centre and arrive at Jinniu Lake. Send media clients back to the Olympic Sports Centre Interchange (OSCI) after the competition ends (free for accredited media holding the YOAC).

**Service period:** from 18 to 24 August

Departure	Sport/ Discipline	Venue	Service Time
Nanjing Olympic Sports Centre East Gate	Sailing	Jinniu Lake Sailing Venue	Depart from OSCI at 08:10 Return from Jinniu Lake at 17:00

## YOG Sports Lab

Shuttle buses will operate from Yuantong Metro Station to the YOG Sports Lab on the days of sports presentation and performance.

Route	Stops	Departure Frequency	Service Time
J1	Yuantong Metro Station (Exit No.5) - IOG Hotel - Olympic Sports Centre North Gate - Olympic Sports Centre South Gate - International Expo Centre West Gate - International Expo Centre South Gate - YOY Security Check Point No.3 - YOY Security Check Point No.4 - YOY Lab (Fishmouth Wetland Park)	Every five minutes	05:00-23:30

**Service mode:** free for accredited media holding the YOAC.

**Service period:** on the days of sport presentation and performance

## 4.5 Public Transport

Accredited media may use the city public transport system, including the rail transit system, city public buses and taxis.

### Rail transit

Including three underground rail transit lines: Metro Line 1, 2 and 10, and two aboveground lines: Nanjing-Tianchang Intercity (Line S8) and Nanjing-Gaochun Intercity (Line S1).

**Service mode:** free for holders of the YOAC.

## City public buses

Including public bus lines in the urban areas of Nanjing and the Jiangning District.

**Service mode:** free for holders of the YOAC.

## Taxi

There will be taxi stands near the YOY, main venues and media hotels to provide the user-pay taxi service. Accredited media may book the taxi via the reservation hotline (+86 25 52336905), MMC media service desk and media hotel transport service desk.

**Service period:** From 10 to 30 August 2014.

**Service hours:** 24 hours a day.

## 4.6 Venue Transport Services

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Each venue will have parking spaces for shuttle buses and some venues provide feeder lines inside the security perimeter. Each venue will be equipped with the transport service desk and volunteers to serve accredited media during Games-time.







## 5. Media Catering Services

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## 5.1 Catering Services at the Main Media Centre

The MMC dining hall is located in the Olympic Sports Centre and about five-minute walk from the MMC. The dining hall serves lunches, dinners and evening meals on a user-pay basis, the standards of which are 20RMB, 20RMB, 5RMB respectively. There will be Chinese cuisine, western cuisine and selected meals for people who eat halal and vegetarians(e.g. non-pork or non-pork fat food, non-scaleless fish, vegetables etc) may pay by meal vouchers with YOAC. They may recharge the meal vouchers with cash or bank cards. Only RMB cash or VISA cards are accepted.

**Note:** The competition venues in the Olympic Sports Center and venue for opening & closing ceremonies will not provide free food, and media staff working there should have meals in the MMC dining hall.

MMC catering service contact  
person: Li Yaqin  
E-mail:  
liyaqin@nanjing2014.org

**Service period:** 1-30 August

Lunch	Dinner	Evening meal
11:00—14:00	18:00—20:30	22:30—01:30

**Note:** The dinner time on the days of Opening & Closing Ceremonies is from 16:00 to 20:30.

## 5.2 Catering Services at Venue Media Centres

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Venue media centres provide free boxed meals for lunch and dinner for accredited media, with Chinese and western food for choice.

Venue media centre catering service  
contact person: Mao Chengkuan  
E-mail:  
[maochengkuan@nanjing2014.org](mailto:maochengkuan@nanjing2014.org)

### Service period

#### Competition Venue Media Centres:

From 1 to 30 August (on accredited media working days)

#### YOY Media Centre:

From 10 (pre-opening) to 30 (closing) August, and no meal will be served on the days of Opening & Closing Ceremonies.

### How to reserve:

Accredited media may reserve meals via the Venue Media Centre or by calling or emailing to the Media Centre Manager.

**Lunch time:** 11:00 - 13:30

**Dinner time:** 17:00 - 19:30.

**Lunch reservation deadline:** by 13:00

**Dinner reservation deadline:** by 19:00 (accredited media stationed in each venue, such as OBS, need to

reserve 24 hours in advance).

**Dining zone:**

Media rest area at the Venue Media Centre.

Each venue media centre has a certain amount of emergency food (such as instant noodles and snacks) .

## 5.3 Snacks and Refreshments

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There will be free snacks and refreshments served at the MMC and the media rest area in venue media centres. Snacks include Chinese and western snacks (edible for people who eat halal), fruits, tea bags and coffee, and refreshments include the drinking water, Coca-Cola and fruit juice. There will be only drinking water served in the venue for opening & closing ceremonies and CEP venues.

**Service hours****Competition venues:**

From two hours before the competition till three hours after the competition.

**YOV:**

8:00–20:00 every day during the operational period of the YOY, except for the days of Opening & Closing Ceremonies.

**MMC:**

During the operational period of the MMC.

**Venue for opening & closing ceremonies:**

During the operational period of the Media Workroom

**CEP venues:**

During the open day for media





## 6. Internet Services

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NYOGOC will provide fast and convenient Internet services for accredited media.

## 6.1 Wired Broadband

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The PC terminal network at all competition and non-competition venues will be set as “obtain an IP address automatically” , and clients may access the Internet by directly connecting to the network port.

## 6.2 Wireless Broadband

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**Nanjing 2014:** open to mobile terminals: after opening the WLAN function at mobile terminals, search for and connect to the wireless access signal of Nanjing 2014, enter into the user name and the password for the first-time login, and after that, you can automatically log onto Internet as long as you are in the area covered by Nanjing 2014 signal.

**Nanjing2014-PC:** open to desktop and laptop computers, and the PC terminal network will be set as “obtain an IP address automatically” . Clients may connect their computer to the signal, open the Internet browser which will automatically jump to the login page, and then enter the user name and the password before accessing the Internet. If you want to re-access the Internet after you disconnect from it, you still need to enter your user name and password.

## 6.3 Other Issues

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Accredited media may use their YOAC card number as the user name and the password.

Each account number can access the Internet at three terminals at the same time.

To prevent long-time none operation of users, the connection will be forced off if there is no traffic for more than five hours.

The fixed-line telephone in the Media Workroom can make free domestic calls. If you need to make an international call, please buy Telecom Card on your own. For the detailed information please ask service desk in MMC lobby.





## 7. Main Media Centre

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The Main Media Centre (MMC) is located at the Tennis Centre of the Olympic Sports Centre, with a planned indoor area of 11,600 m<sup>2</sup>, including the Main Press Centre (MPC) and the International Broadcast Centre (IBC).

## 7.1 Operation Hours

### MPC

Dates	Operation hours
1–11 August 2014	09:00–18:00
12–28 August 2014	07:00 - 02:00 on the next day
29 August 2014	09:00–18:00

### IBC

Dates	Operation hours
1–11 August 2014	09:00–18:00
12 August 2014	09:00–24:00
13–28 August 2014	24 hours
29–30 August 2014	09:00–18:00

## 7.2 Service Hotlines

Zone	Telephone Number
Main Service Desk	+86 25 56666123
Media Help Desk	+86 25 56666124
Language Service Desk	+86 25 56666122
Interview Reservation Service Desk	+86 25 56666125
Media Accreditation Sub-Centre	+86 25 56666138
Security Room (Visitors)	+86 25 56666012
Medical Room	+86 25 56666007
Canon/Nikon Photo Services	+86 25 56666049 +86 25 56666050
Media Workroom Service Desk	+86 25 56666111
Youth Information Service Desk	+86 25 56666134
Venue Media Operation Service Desk	+86 25 56666014 E-mail: vmc@nanjing2014.org
Photo Service Desk	+86 25 56666110 E-mail: vmc@nanjing2014.org
Technology Help Desk	+86 25 56666006
IBC Information Service Hotline	+86 25 56666266
OBS Reservation and Information Service Office	+86 25 56666000 (Information) +86 25 56666001 (Reservation)

## 7.3 Zoning

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### F1 of the Tennis Centre

#### **MMC lobby**

There is the MMC service desk to provide information service, materials distribution, interview reservation, and rental service for all accredited media during Games-time. The operation hours for MMC is the same with MPC. (Please refer to chapter 7.1 Operation Hours for details)

#### **Main Press Centre (MPC)**

**Media Workroom:** There will be 148 work stations, each with the power source and free wired and wireless Internet access, and some are equipped with computers; there will also be a dedicated service desk to provide information service, materials distribution, printing & copying, and free locker rental service for accredited media.

**Photo Centre:** There will be a photo service desk to provide photo position reservation and SACD (photo vest) distribution for Photographers. There will also be the Canon/Nikon Service Centre to provide Photographers with equipment maintenance and rental services.

#### **Offices for medical, rate card, security, information technology and media operation teams**

**Press Conference Room:** The press conferences of Nanjing 2014 will be held here.

The Press Conference Room is equipped with a speakers' podium to accommodate 8 persons (seated in one row), and appropriate equipment, facilities, technology, sound equipment, audio controls, lighting, and interpretation services

**IOC Office, YIS Office, Official News Agency's Office, Xinhua News Agency Team's Office, News & Communications Office and Media Operation Team's Office**

### **International Broadcast Centre (IBC)**

The IBC is the headquarters of the host broadcaster and rights-holders and also the centre of radio & TV operations. Here, spaces, facilities and services will be offered to the host broadcaster, rights holders and staff from radio & TV broadcasters during the Games. There will be an office for NYOGOC to provide coordination and information services as well as technical support regarding electricity, information and air-conditioning in the IBC area.

OBS will set up the reservation and information office in the IBC to serve rights-holders (RHB) regarding radio & TV broadcasting.

## F2 of the Tennis Centre

Commercial services area

Service Agency	Operation hours	Service Hotline
Industrial and Commercial Bank of China	09:00–21:00	+86 25 56666128
China Telecom	09:00–21:00	+86 25 56666127
Post Office	09:00–21:00	+86 25 56666117
Concession	09:00–21:00	+86 25 56666118
Bookstore	09:00–21:00	+86 25 56666116
Handcraft display zone	09:00–21:00	+86 25 56666119
Small supermarket	24 hours	+86 25 56666120
McDonald's outlet	10:30–22:00	/

Volunteers' Home

Young Reporter Training Camp

## F3 of the Tennis Centre

Official Website Studio

**For details of the above information, please refer to the MMC section of the *Venues Brochure*.**

## 7.4 Interview Appointment

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### Procedures of News Interview Appointment

1. An appointment is necessary at least 24 hours in advance if the YOG accredited media need to give an interview;
2. Please make an appointment to the communication manager of each venue and group if there are interviews to venue operation、 game organization and group. The appointment methods are determined by each venue and group. Contact numbers are available at the MPC Information Desk.
3. Please make an appointment at the MPC Information Desk if other interviews are needed. Three methods are available as below:
  - (1) E-mail(recommended): Please download the *Interview Booking Form for the 2nd Summer Youth Olympic Games* on the NYOG official website (<http://www.nanjing2014.org/a/20140723/020630.htm>) and mail the completed form back to [interview@nanjing2014.org](mailto:interview@nanjing2014.org).
  - (2) Tel: +86 25 56666125
  - (3) On site: Fill in the *Interview Booking Form for the 2nd Summer Youth Olympic Games* at the MPC Information Desk during the working hours.

4. The appointment should be clear on the name of the interviewee, preferred interview time and location, planned interview topics, name of the media organization, name of the reporter and his/her contact number. Besides, any services for other needs or technologies are welcomed to be clearly stated on the form.

5. In general, the appointment feedback will be available within 24 hours.

## Procedures of Press Conference during Games Appointment

The publisher can download the *Press Conference Application Form* from the official website of Nanjing Youth Olympic Games([www.nanjing2014.org](http://www.nanjing2014.org)) and social media. Please submit letter or mail appointment at least 48 hours in advance, and provide with agenda of press conference and news materials approved by NYOGOC and IOC. Three methods are available as below:

(1)Tel:+86 25 56666081;

(2)E-mail: [pressconference@nanjing2014.org](mailto:pressconference@nanjing2014.org);

(3)On site booking at the MPC Information Desk;







## 8. Venue Media Centres

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## 8.1 Media Facilities and Services at Competition Venues

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The media operation team will assist accredited media in covering the Games in the 27 competition venues. Accredited media are entitled to the following services and facilities in the above venues:

### Opening Time

The venue media centre should be open to accredited media two days before the YOG events and provide catering, transport and other services.

On competition days, the venue media centre should be open two hours before the competition and closed two hours after the competition.

On non-competition days, the venue media centre should be open from 09:00 to 18:00.

### Media Service Desk

A service desk will be set up in the media centre of each competition venue, to provide information, goods distribution, lockers rental and other related services for the accredited media.

The locker rental is on a “first-come-first-served” basis, with priority given to photographers due to the limited number of lockers. Lockers shall be returned on

the same day of the rental, and stuff can not be kept in the locker overnight. No valuable belongings in the lockers; otherwise, the user shall bear any consequence caused by the loss. NYOGOC shall not bear any compensation liability for anything missing in the lockers.

Accredited media may enquire about the venue media operations at the service desk.

## Media Seats

Each competition venue has media seats for press and broadcasters. Most of media seats are not equipped with desks. Dedicated wireless Internet access will be provided at the media seats, and power sockets will be available at the media seats of the competition venues.

The “first come, first served” principle will be applied to the use of media seats which are open to all accredited media. Photographic and broadcasting journalists must not affect the work of other media personnel or use their equipment to occupy seats.

If necessary, media operation staff and volunteers may provide the start list, competition results and drinking water.

## Media Workroom

Work stations will be provided for accredited media in the media workroom and be equipment with power sockets and dedicated wired and wireless Internet. Accredited

media may use public computers to search for relevant information. The “first come, first served” principle will be applied to the use of work stations. Accredited media are not allowed to occupy the work stations in advance by any means. The host broadcaster and rights-holders must not occupy the work stations unless when they need to perform their duties.

## Press Conference Room

No press conference rooms will be set up in competition venues. All the press conference will be held in the MPC. However, if competition venues get permission from NYOGOC, they can report information according to the situation.

## Mixed Zone

A mixed zone will be set up at every venue to facilitate interview opportunities between the athletes and accredited media. All athletes are required to leave the FOP through the mixed zone in order to be interviewed by accredited media, but are not required to answer questions if they do not wish to. IF and NOC news officials wearing the required bib issued by NYOGOC may enter into the mixed zone to assist athletes with the interview.

If the training in the competition venue is open to accredited media, the mixed zone will operate after the training to facilitate interviews by accredited media.

The mixed zone supervisor and volunteers of the media operation team will guide athletes to the mixed zone, protect the order of the mixed zone and give accredited media the chance to finish the interview.

**The interview priority in the mixed zone is as follows:**

**Host Broadcaster (OBS)**

**Rights-holders (RT)**

**Youth Information Service team (YIS)**

**Press (E)**

Youth Information Service reporters can enter the radio & TV broadcast area to take record rather than ask questions.

Venue language service personnel and volunteers may provide the interpretation service for certain languages for accredited media in the mixed zone, but the application must be made to venue media operation staff 24 hours in advance.

## Media Rest Area

There will be separate media rest areas in some venues while in other venues, the media rest area might be inside the media workroom. NYOGOC will provide snacks for accredited media.

## Photo Positions

In competition venues, accredited photographers wearing the SACD may shoot from positions with a good view.

The POOL photographers may go to the POOL photo positions in the venue for shooting by wearing designated supplementary access control devices. The accredited photographers working for IFs and NOCs may also apply for shooting from the POOL photo positions.

Prior to the start of the competitions, all accredited photographers need to have their YOAC validated, and receive the supplementary access control devices at the MPC media workroom. To shoot from some special positions, such as media motors, media boats and the catwalk, accredited media may make a reservation at the service desk or via the venue photography supervisor 24 hours in advance. Please refer to the photo service section for details.

**For details of each competition venue media centre, please refer to the *Venues Brochure*.**

## **8.2** Venue for Opening and Closing Ceremonies

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The Opening and Closing Ceremonies will be held in the Olympic Sports Centre on 16 and 28 August, 2014, respectively. The media operation team will provide necessary facilities and services for accredited media covering the Opening and Closing Ceremonies.

**For details, please refer to the section**

## **on the media centre at the Opening & Closing Ceremonies venue in the *Venues Brochure*.**

### **8.3 YOY**

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The YOY Media Sub-centre is located in the YOY Square and open to the accredited media, and team officials and athletes invited for interviews. The media operation team will provide necessary facilities and services for accredited media covering the YOY and activities inside the YOY.

**Media Sub-centre Service Desk:**

+86 25 56668987

**Appointment for Interview and CEP events in YOY:**

+86 25 56668988

**For details, please refer to the YOY Media Centre section in the *Venues Brochure*.**

### **8.4 CEP Venues**

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Young athletes will have the absolute priority for CEP events inside and outside the YOY and accredited media need to follow the Games-time Media Policy for CEP Events to do the interviews and reports.

For CEP events outside the YOY, accredited media may return to the MPC to complete their work.

For CEP events inside the YOY, accredited media may return to the YOY Media Centre to complete their work.

**Please refer to the *Games-time Media Policy for CEP Events* in Appendices section for details.**

## 8.5 Sports Lab

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The Sports Lab is located in the Fishmouth Wetland Park, Jianye District, Nanjing. Rock climbing, wushu, roller skating and skateboarding are non-competition events of Olympic Games and the performance events for Nanjing 2014. NYOGOC will organise the performances of these four events to promote them among teenagers. The media operation team will provide necessary facilities and services for accredited media covering the Sports Lab and relevant activities.

**For details, please refer to the Sports Lab Media Centre in the *Venues Brochure*.**

## 8.6 Training Venues

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All the training venues are usually open to the public unless they are confirmed not to do so one day before

by the NOC concerned. Usually, the accredited media will be allowed to enter the venue in the last five minutes of closed training. Adjustments may be made according to the features of each sport.

Each participating team needs to go to the YOY Event Information Centre to confirm their training schedule at least 17:00 one day in advance and confirm whether the training will be open to the accredited media. The results will be released on the system of official website. Accredited media can enquire shuttle buses to comprehensive training venues at the Transport Services Desk in MPC.

## 8.7 Other Information

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### YIS and the official news agency

Some seats at the venue media workroom and media seats might be reserved for the YIS team and the official news agency. If the media seat is fully occupied and the reserved seats are not taken, they are open to other accredited media. But when the YIS team and the official news agency arrive, the seats should be returned to them.

### Interviews at the IOC Hotel

If accredited media needs to interview at the IOC Hotel or NOC hotels, it must make the reservation at the MPC

News Interview Reservation Desk or the IOC Hotel service desk at least 24 hours in advance, enter into the IOC Hotel after the reservation is confirmed, and finish the interview with the help of the staff.

## Access of Non-rights Holders

Non-rights holders should follow the access policy for radio & TV personnel developed by the IOC and must not bring professional video recording equipment into competition venues.

Non-rights holders can enter the media centre in competition venues, but must not affect press and photographers.

Non-rights holders can bring professional video recording equipment into the MPC and the YOY Square, rather than the IBC, to take photos.

If non-rights holders fail to abide by venue access rules, the IOC and NYOGOC have the right to cancel their YOAC.

## Press Attach é Access Devices

Press attach é s may have been accredited in two ways: Either as part of the team delegation, as a Team Official, ‘TO’ (NOC category), or as a member of the media, ‘E’.

All ‘E’ accredited media will have access to the Youth

Olympic Village Square where the Media Sub-Centre is located.

‘E’ accredited Press Attachés will be provided with an upgrade which will allow them access into the Residential Zone of the Youth Olympic Village. Mixed Zone access devices allowing access to the athletes’ side of the Mixed Zone for Press Attachés will also be available.

These upgrades can be collected on 13, 14 and 15 August 2014 from 14:00 to 17:00 at the IOC Young Reporters Office at the Main Press Centre (Contact Person: Sue Graham [sue.graham@olympic.org](mailto:sue.graham@olympic.org)).

Zone 4 and MPC access devices for Press Attachés with TO accreditations will be distributed to the NOC’s Chef de Mission upon arrival of the delegation.

## Filming in Venues

NOCs are allowed to film from the Sport Stand with non-broadcast quality equipment;

Access to the broadcast mixed zone for interviews is not allowed;

All footage should be for internal, technical purposes and not to be used commercially in any way whatsoever.





## 9. Photo Services

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## 9.1 Daily Photos

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Photos taken from competitions, Opening & Closing Ceremonies and CEP events every day will be provided. Journalists can download high-definition photos from the official website of Nanjing 2014 ([www.nanjing2014.org](http://www.nanjing2014.org)) for free.

These photos are for the free use (not commercial use) of global media (including NOCs and IFs).

**About 250 photos will be provided every day.**

## 9.2 Photo Centre

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The photo service desk will provide photo position reservation, SACD distribution and free lockers rental services for accredited photographers.

Canon and Nikon will have professional service centres to provide accredited photographers with equipment maintenance and rental services.

Please refer to the Main Media Centre section for details.

## 9.3 Accreditation Types

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The YOACs of photographers will indicate the accreditation type as “E” and indicate the identity as “photographer”. Accredited photographers have the access to the MPC, all competition venues and the YOY.

Please refer to the Media Accreditation section for details.

## 9.4 The Distribution and Usage of SACDs

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After arriving in Nanjing, accredited photographers must go to the photo service desk at the MPC Media Workroom to claim ordinary photo vests. The vest with the sequence number and official accreditation cards prove the accredited identity of the photographer. Photographers must wear the YOAC and the photo vest in order to access venue photo positions. No additional vests will be provided in the case of loss or theft.




Special photography positions are reserved for POOL photographers in all competition venues. Photo vests for YOG POOL will be delivered in venues to identify photographers entitled to such positions. POOL vests are in different colors from ordinary vests, and printed with the venue code and the serial number, making it easier to identify YOG POOL photographers.

All photographers involved should exchange ordinary

vest for POOL vest during the competition. They must return the POOL vest and get the ordinary vest back after each competition or the day of competition ends.

Technicians may bring necessary tools into venues for equipment maintenance at photo positions before and after the competition. In case of technical failure, technicians will report the situation to the venue photography supervisor and apply for wearing the technician's vest to access the certain photo position.

Please refer to the *Policy on the Prohibited and Restricted Articles* in Appendices section for details.

	<p><b>Photo Vest</b></p>	<p>FOP and Stand Photo Positions Access for Photographers</p>
	<p><b>POOL Photo Vest</b></p>	<p>FOP and Stand POOL Positions Access for Photographers</p>
	<p><b>ET BIB</b></p>	<p>FOP and Stand Photo Positions Access for ET</p>

## 9.5 Ordinary Photography Positions

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According to the situation of each venue and event characteristics, NYOGOC has planned a certain number of ordinary photo positions in each competition venue, including stand photo positions and stand photo positions. Only accredited photographers may take photos from the above photo positions; no any other person is allowed to take photos from there.

Ordinary photo positions are open to all photographers who must not interfere with the smooth ongoing of competitions, block the sight of guests and spectators or affect TV broadcasting. Signs in the venue should be clear.

Photographers can only enter or exit the FOP photo position before or after the competition. Photographers can only move during intervals in the photo positions to avoid any interruption of the competition.

The principle of “first come, first served” usually apply to the use of photo positions.

**For details, please refer to the section on each competition venue media centre in the *Venues Brochure*.**

## 9.6 POOL Photo Positions

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According to the competition characteristics of each venue, six to eight golden photo positions will be provided to the POOL co-recognised by the IOC and NYOGOC, known as POOL photo positions.

**The priority for these positions is as follows:**  
One for Xinhua News Agency as the host news agency

Three in all with each for the Associated Press, Reuters and AFT respectively

One for GettyImages as the IOC official photo service provider

One for IF official photographer

Other available positions allocated by NYOGOC and approved by IOC

## 9.7 Reservation of Photo Positions

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Before the competition, POOL photographers need to apply to the venue photography supervisor for entering into the POOL photo positions to shoot.

The venue photography supervisor will notify those

whose applications are approved.

Other photographers who want to shoot from POOL photo positions please contact the venue photography supervisor 24 hours before the competition. If there are some POOL positions left unoccupied, the supervisor may consider allowing other photographers to shoot from them.

As to special photo positions such as media motors and media boats, photographer may reserve them via the photo service desk in the MPC media workroom or contact the venue photography supervisor 24 hours in advance. Photographers who have met the requirements will be granted the access to the above photo positions.

## 9.8 Photo Service for Victory Ceremonies

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Though there is a victory ceremony for most competitions, not all photographers have the access to the designated area in the victory ceremony to shoot. For some competitions, photographers should apply to the venue photography supervisor in advance.

For some events, after the victory ceremony, athletes will be taken to a designated zone where photographers may take more photos of them.

When the ceremony goes on, photographers can not affect the host broadcaster or the process of the ceremony.

**For details, please refer to the section on each competition venue media centre in the *Venues Brochure*.**

## 9.9 Installation of Remotely Controlled Cameras

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If remotely controlled cameras need to be installed, photographers should make such an application via the MPC photo service desk or the venue photography supervisor in advance. Given the limited space, POOL photographers have the priority to remotely controlled camera installation. All these cameras must be approved by the venue sports team.

The venue photography supervisor shall check the installation of remotely controlled cameras and won't allow the installation of any camera failing to meet security requirements.

All of the remotely controlled cameras must be installed and tested 40 minutes before the competitions in the venue concerned, and dismantled after the unit session or competitions of that day.

Only POOL photographers can apply for the installation

of underwater remotely controlled cameras. They must have the PADI diving certificate, and use approved diving equipment and their photographic equipment must wear the waterproof cover.

Photographers must be responsible for all the equipment and the installation of remotely controlled cameras. NYOGOC won't bear any liability for any damage to the equipment caused by installation or usage.

## 9.10 Access to the Catwalk

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NYOGOC sets up some roof bridal photo positions in some venues. Only POOL photographers have the right to access the roof catwalk.

News agencies that need to shoot from the catwalk shall submit their plan to the MPC photography manager before the Opening Ceremony so that the latter may co-determine with venues and IFs those photographers with the access to the catwalk.

Photographers with the access to the catwalk need to submit the application via the venue photography supervisor and the following materials 24 hours in advance:

**Certificates of personal accident insurance and the third party liability insurance;**

Safety belt examination and approval (only for applicants preparing safety belts by themselves)  
The signed *Agreement on Photographing from the Catwalk*.

## 9.11 Photo Services for Opening & Closing Ceremonies

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If photographers want to cover the Opening & Closing Ceremonies, they must file the application with the MPC photo service desk before 20:00, 14 August.

After the application is approved, they must present their YOAC pasted with the access entitlement and the ticket to the Opening or the Closing Ceremony, and wear the photo vest before shooting from the planned photo positions.

A certain number of photographers will be allowed into the site to watch and film the dress rehearsal of the Opening Ceremony. These photographers must sign a commitment letter, promising not to release any photo about the rehearsal through any channel.

**For details, please refer to the section on the Opening & Closing Ceremonies venue in the *Venues Brochure*.**

## 9.12 Photo Service Staff and Volunteers

There will be photo service staff and volunteers in each venue.

They are responsible for the ushering towards photo positions, order maintaining, information service, assisting the identity check and controlling the access to the FOP photo positions, so as to minimise the impacts on competitions.

They are not responsible for assisting photographers carrying photographic equipment.

They will wear a vest reading Photo Staff.



## 9.13 Dress Code for Photographers

**Photographers please follow the dress code below:**  
Do not wear any obvious brand or logo.

Do not wear sleeveless shirts, cut-off shorts, gym shorts or sports shorts.

Wear the photo vest when you are shooting in the venue, especially when you are in a photo position.

## **9.14** Code of Conduct for Photographers

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Normally only POOL photographers can reserve the photo positions.

Except for the venue photography supervisor, no one can use any item to occupy or reserve the photo positions. Unclaimed photographic equipment will be disposed of.

Large photography cases/bags and wheeled photography cases are not allowed into photo positions.

Photographers are encouraged to shoot with the monopod but they must put it away while entering into or exiting from photo positions to avoid any injury. Other facilities such as the tripod and the photography ladder are not allowed.

The use of flash equipment or the strobe lamp is not allowed during the competition in any competition venue. The use of flash light is allowed during the victory ceremony with the permission of the venue photography supervisor.

Photographers may also shoot from media stands and

spectator stands. While in media stands, they must not affect the work of other media personnel. They should observe relevant regulations of IOC and the organiser to enter the spectator stands, when tickets for the spectators' seats are not sold out or some seats are vacant. When the ticket holder returns to the seat, the photographer must return the seat immediately.





## 10. Information Service

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During Games-time, the official website of Nanjing 2014 ([www.nanjing2014.org](http://www.nanjing2014.org)) will be the sole official news and information release platform. The official website will provide information including the sports programme, the competition schedule, the distribution of competition/ non-competition venues, background information of YOG, the start list, competition results, athletes' biographies, and news reports written by professional journalists whose first language is English.

Professional Chinese and English articles provided by the Youth Information Service (YIS) team will be presented on news channel on the official website of Nanjing 2014 ([www.nanjing2014.org](http://www.nanjing2014.org)) in the forms of text, photo and video.

There will be results bulletin lockers in the MMC and the media workroom in each venue media centre to distribute results bulletins to accredited mediaa.

Media announcements will be released simultaneously on the official website, bulletin boards, and the WeChat platform and via text message. Please update your information with the announcement column under the news channel of the official website.



**Official  
Website**



**Official  
Weishi**



**Official  
WeChat**



**Official  
Weibo**





## 11. Useful Information

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## 11.1 About Nanjing

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**Location:** at the lower reaches of the Yangtse River in East China, about 1,000km away from Beijing and about 300km from Shanghai.

**History:** with a civilisation history of over 6,000 years, a city history of nearly 2,600 years, and a capital history of nearly 500 years, one of China's four major ancient capitals, and a capital of six dynasties.

**Population:** 8,187,800 (by 2013)

**Area:** 6,597 square kilometers

**Language:** Chinese (mandarin)

**Time zone:** GMT +08:00 (same as Beijing time)

**Area code:** +86 25

### Useful phone numbers:

Telephone number enquiry: 114

Emergency phone number: 120

Fire police: 119

Police: 110

Traffic accident reporting phone number: 122

**Voltage:** single phase voltage 220V/50Hz for household usage

**Foreign exchange:** the currency used in China is renminbi (RMB) with the basic unit of yuan. All banks in Nanjing provide RMB related services, and clients may go to any branch of Bank of China for foreign exchange at the exchange rate on that day, or go to the Industrial

and Commercial Bank of China at the Commercial Service Area in MMC for foreign exchange. International credit cards are accepted by most businesses in China.

## 11.2 Key Members of the IOC Team

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Name: Mr. Anthony EDGAR

Title: Head of OG Media

Email: anthony.edgar@olympic.org

## 11.3 Key Members of the MMC Team

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Name	Position
Zhang Jianjun	Venue Director
Peng Yuanyuan	Deputy Director and Secretary General
Xu Jicheng	Deputy Director
Bai Li	Deputy Director
Chen Yue	Deputy Director
Du Rongxiang	Deputy Director (Security)
Hu Lixin	Deputy Director (Logistics & Support)
Ye Xingzeng	Deputy Director

## 11.4 List of Terms

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### Media Operation

媒体运行

### NYOGOC Media Operations Team

南京青奥组委媒体运行团队

### Media Accreditation

媒体注册

### E Type Accreditation

E 类注册

### Accredited Media Personnel

媒体注册人员

### Media Accreditation Card Application Form

媒体身份注册卡申请表

### Temporary Guest

临时访客

### Access Entitlement

通行权限

### Accredited Media

注册媒体

### Accredited Photographer

注册摄影记者

### Journalists and Photographers

注册文字和摄影媒体

### Media Hotel

媒体酒店

### Media Vehicle

媒体车辆

### Common Shuttle Service

南京青奥班车

### Media Parking Lot

媒体停车场

**Main Media Centre ( MMC )**

主媒体中心

**Main Press Centre ( MPC )**

主新闻中心

**Main Press Centre ( MPC ) Daily News**

主新闻中心每日新闻

**Press Conference**

新闻发布会

**Press Conference Schedule**

新闻发布会安排

**Press Conference Application Form**

新闻发布会申请表

**Press Conference Room**

新闻发布厅

**Press Conference Room Help Desk**

新闻发布厅服务台

**Press Conference Room Manager**

新闻发布厅经理

**Press Conference Room Assistant**

新闻发布厅助理

**Microphone Passer**

话筒递送员

**On-Site Interpreter**

现场口译人员

**Host**

主办方

**Moderator**

主持人

**Media Workroom**

媒体工作间

**Media Technician**

媒体技术人员

**International Broadcast Centre ( IBC )**

国际广播中心

**Host Broadcaster**

主转播机构

**Rights-Holding Broadcaster ( RHB ) , Rights Holder**

持权转播商

**Non-Rights-Holding Broadcaster(ENR) , Non-**

**Rights Holder**

非持权转播商

**HD Live Broadcast**

高清直播

**International Zone**

国际区

**International Signal**

国际信号

**Broadcast**

转播

**Broadcaster Content**

转播内容

**Broadcaster Meeting**

转播商大会

**Broadcaster Accreditation**

转播商类注册

**Outside Broadcasting Van(OBVan)**

电视转播车

**Generator Station Area**

发电机摆放区

**Satellite Farm**

卫星车停车场

**Power and Communication Equipment**

电力和通信设施

**TV Auditor**

电视审计员

## **Competition Venue Media Centre**

竞赛场馆媒体中心

## **Media Sub-Centre**

媒体分中心

## **Media Stand**

媒体看台

## **Media Rest Area**

媒体休息区

## **Media Equipment**

媒体设备

## **Venue ENG Camera Position**

场馆 ENG 机位

## **Sport-specific Photographer**

专项摄影记者

## **Sport-specific Journalist**

专项体育记者

## **Professional Photographic Equipment**

专业摄影器材

## **Certified Video Recording Equipment**

通过认证的摄像器材

## **Photographer Platform**

摄像平台

## **Photographers' Undertaking**

摄影记者承诺书

## **Camera and Photo Position**

摄影摄像位置

## **Interview Room**

采访室

## **Designated Entrance**

指定入口

## **Usher**

引导员

**Mixed Zone**

混合区

**Media Announcement**

媒体通告

**Official Website (www.nanjing2014.org)**

官方网站

**Results of Events**

成绩公报

**Start List**

出场名单

**Daily Events Highlight**

每日赛事集锦

**Daily News Highlight**

每日新闻集锦

**Internal Bulletin**

内部公告栏

**News on Events**

赛事新闻

**Games-time News**

赛时新闻

**News Service**

新闻服务

**Operation Hour**

运行时间

**Trial Operation**

试运行

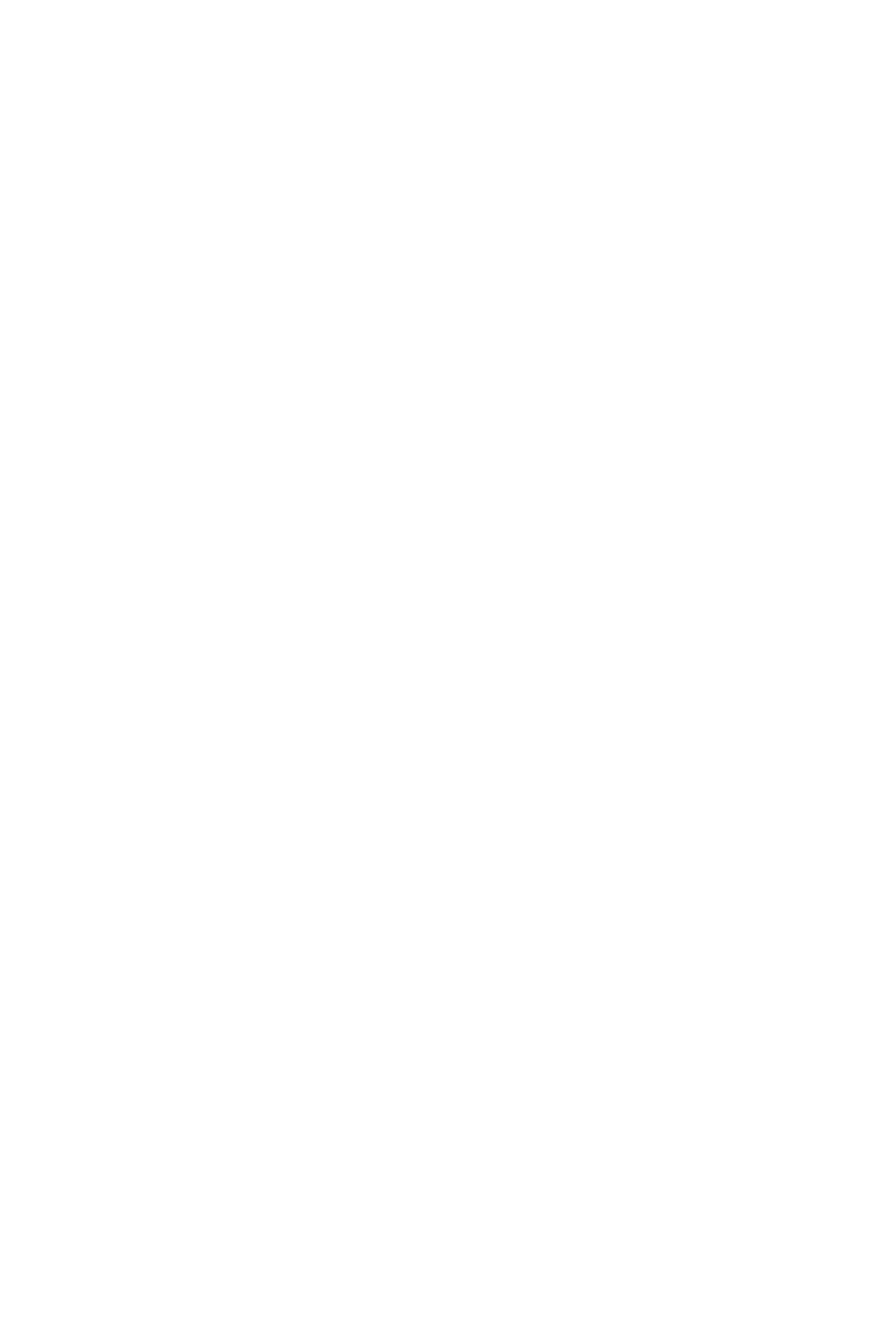
**Weather Forecast**

天气预报

**Youth Olympic Village**

青奥村







## 12. Appendices

分享青春 共筑未来  
Share the Games Share our Dreams

## 12.1 Policy on the Prohibited and Restricted Articles

(subject to the latest information released during Games-time)

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### Prohibited Articles

Prohibited articles refer to any article or substance that is forbidden by valid laws and regulations of the People's Republic of China. If prohibited articles are discovered, the person(s) involved will be treated in accordance with Chinese laws and regulations. Prohibited articles include:

Guns, ammunition and explosive articles (except sporting firearms and ammunition approved for use in competitions in the venue concerned);

Imitation firearms, crossbows, daggers and other controlled implements (except bows and arrows approved for use in competitions in the venue concerned);

Fireworks, petrol, alcohol and other inflammable or explosive substances (unless they are approved by the Security Department);

Dangerous chemicals that are highly toxic or corrosive and radioactive substances;

Harmful biological preparations, pathogens of infectious diseases and other dangerous substances;

Heroin, cocaine, marijuana, methamphetamine and other illegal drugs;

Any other article or substance that is explicitly prohibited in accordance with the Chinese laws and regulations.

## Restricted Articles

Restricted articles refer to articles and substances that are legal, but nevertheless not allowed into the venues. They might be incompatible with the practices or rules of previous Games, or threaten the security or order of the venue. Restricted articles must be disposed by the carrier in a proper way. Restricted articles include:

Alcoholic beverages;

Banners, posters and other propaganda articles that carry political, racial, religious or commercial content;

Riding tools other than baby carriage and wheelchairs, such as electrical bicycles, small motorbikes, bicycles and scooters;

Animals (except for guide dogs);

Musical instruments, including band instruments, whistles, horns and drums;

Clubs or pointed articles that may easily cause personal injuries, such as clubs and umbrellas with a long handle or a pointed tip;

Balls, rackets, clay pigeons and similar articles (except balls and rackets for use in competitions);

Suitcases, carrier bags and other similar articles which are large in size and not suitable to be brought to the seating areas;

Flags other than those of non-YOG participating countries and region, or flags having a size bigger than 2m x 1m when unfolded;

Unauthorised articles that may distract the attention of athletes, technical officials or coaches, interfere with the electronic and cluster signals, or prevent others from watching the competitions. Such articles include but not limited to radios, laser devices, megaphones, intercoms and radio equipment;

Other articles that pose safety hazards or go against the rules set forth in the ticket agreement, such as lighters, matches, and syringes.

## Special Note

Media technical staff is allowed to bring necessary, portable and simple tools for equipment maintenance into the venue after security check, including but not limited to paper knife, small screwdriver and tool packages.

Electronic equipment, such as laptops, should be tested for its functions and are allowed to be brought into the

venue after security check.

## **12.2** IOC Social Media Policy

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**Please refer to the Olympic website:  
[www.olympic.org](http://www.olympic.org)**

## **12.3** News Access Policy

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**Please refer to the Olympic website:  
[www.olympic.org](http://www.olympic.org)**

## **12.4** Games-time Media Policy for CEP Events

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**Subject to the latest information released  
during Games-time on the official website:  
[www.nanjing2014.org](http://www.nanjing2014.org)**



***THEY GIVE US THE FUTURE OF EXCELLENCE.  
YOU GIVE THEM A STAGE.***

他们展现卓越的未来，而你们提供舞台。



THANKS TO ALL OF OUR PARTNERS FOR MAKING  
THE YOUTH OLYMPIC GAMES POSSIBLE  
青奥会感谢所有伙伴的热情赞助

The Worldwide Olympic Partners 奥林匹克全球合作伙伴



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