



第二届“一带一路”国际合作高峰论坛
THE SECOND BELT AND ROAD FORUM FOR INTERNATIONAL COOPERATION

媒体手册

MEDIA GUIDE

MEDIA GUIDE



Media Center Website

<http://www.brfmc2019.cn>

Palmtop Media Center

During the Second Belt and Road Forum for International Cooperation, scanning the QR code below will allow you to log on to the Media Center Smartphone App and access in real-time the same information as that released on the Media Center Website (www.brfmc2019.cn).



Media Center Contacts

Tel: +86 10 6452 9701 (Chinese/English)

+86 10 6452 9702 (Chinese/English)

Fax: +86 10 6452 9703

Email: brfmc2019_media@163.com

Media Center Wireless Broadband Service

Wireless broadband service is available in the Media Center. Accredited journalists can search for the “BRF2019” wireless access point. Those with a Chinese mainland phone number can access the Internet by entering the SMS confirmation code, and those with identified accounts can log on the Internet with a password.

Useful Phone Numbers

Police: 110

Fire: 119

Ambulance: 120

Welcome

Dear journalists,

Welcome to the Second Belt and Road Forum for International Cooperation.

In order to facilitate media coverage of the forum, we have established a media center in the China National Convention Center. The Media Center features a Media Service Area, Media Working Area, Rentable Media Booths, Press Conference Area, MCR Area, Cultural Exhibition Area, and Media Catering and Tea Break Area. Services for news interviews, information, television and broadcast, and Internet access are also available at the Media Center. In addition, we have launched a website (www.brfmc2019.cn) to provide online services for accredited journalists. The Media Center is committed to delivering efficient, high-quality services.

Beijing is the capital of the People's Republic of China, and the country's political, cultural, international exchange, and scientific and technological innovation centers. It is also transforming itself into a world-class, harmonious and livable city. We sincerely welcome every friend from the media to Beijing to learn more about the city and report on it.

We wish all accredited journalists a pleasant stay in Beijing!

Media Center
The Second Belt and Road Forum
for International Cooperation
April 2019



Notes for Media

- Only accredited journalists are permitted to cover and conduct interviews at the Second Belt and Road Forum for International Cooperation.
- After arriving in Beijing, accredited journalists should collect their credentials from the Media Reception Center. Please refer to the “Media Credentials” section for details of the venue and collection times.
- There are two types of media credentials: media registration cards and accompanying venue cards. Media registration cards are used for gaining access to both the Media Center and media hotels. Venue cards allow accredited journalists to enter designated areas during certain sessions. Accredited journalists may only use their own media credentials and must not lend them to any other individuals.
- The Media Center will provide media organizations with free access to the Host Broadcaster (HB) signals and images of major events during the forum.
- Accredited journalists can check the Media Center Website or LED screens in the Media Center to familiarize themselves with the latest news, service information and public notices related to the forum.
- During the Second Belt and Road Forum for International Cooperation, we recommend that accredited journalists use the free shuttle buses between the media hotels and the Media Center. Accredited journalists should show their media registration cards at the shuttle bus stops that have been set up at media hotels. We discourage accredited journalists from driving to the Media Center. Accredited journalists who are staying at non-media

hotels can go to the nearest shuttle bus stop at the scheduled bus times.

Note: Accredited journalists should comply with the safety and security regulations and procedures that are in place during the Second Belt and Road Forum for International Cooperation at all times. Flammable and combustible items, explosives and other dangerous articles are strictly prohibited.



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Media Center

The Media Center is the major venue for press releases, providing HB signals and facilitating journalism during the Second Belt and Road Forum for International Cooperation. The main Media Center is located at Exhibition Hall 1 (E1) and Exhibition Hall 2 (E2) in the China National Convention Center (7 Tianchen Donglu, Chaoyang District).

Service Hours

April 23: 8 a.m.–9 p.m.

April 24: 8 a.m.–9 p.m.

April 25: 6 a.m.–10 p.m.

April 26: 6 a.m.–12 midnight

April 27: 0 a.m.–10 p.m.



Media Center Function Areas

The Media Center is composed of the Media Service Area, Media Working Area, Rentable Media Booths, Press Conference Area, MCR Area, Cultural Exhibition Area, and Media Catering and Tea Break Area.

Media Service Area

Located in Hall 1, E1 and Hall 2, E2, the Media Service Area includes the Information Desk, Public Services, Booking Service, Prayer Rooms, Clinic and Media Assembly Area.

The Information Desk (A01/A04) provides information services in Chinese and English, and services related to lost and found, borrowing items and releasing of materials.

Public Services (A02) offers postal, communication and other services.

Booking Service (A03) features booking and rental for Rentable Media Booths, Interview Room, TV Studio, Live Stand-up Positions, public facilities and furniture, HB signals, satellite transmission and audio headsets.

Two Prayer Rooms (A05/A06) for men and women, respectively, are provided for religious activities.

The Clinic (A07) provides medical services for journalists, volunteers and other staff.

The Media Assembly Area (A08) provides accredited journalists with guidance and services related to group interviews.

Media Working Area

The Media Working Area (B01–03) is located in Hall

2, E2 and contains 546 free work spaces, 210 of which are equipped with laptop computers with Chinese and English operating systems. Each work space features a port for high-speed broadband Internet access, power outlets and 16-channel digital audio interface.

There are three Live Stand-up Positions (B01) in the Media Working Area. Power outlets, lines connecting to the MCR and satellite uplink (excluding satellite space) as well as video and lighting services are offered at the positions.

An LED display (19 meters x 3.5 meters) is located in the area broadcasting real-time HB signals as well as other information and notices.

The Media Working Area is also equipped with high-speed photocopiers, multifunction printers and smart facial recognition lockers, which are free to use for accredited journalists.

Rentable Media Booths

The Rentable Media Booths (C3–C15) are located in Hall 1, E1 of the Media Center and feature TV Studio (C01) and an Interview Room (C02).

The Rentable Media Booths are equipped with power outlets, ports for broadband Internet access, HB signals and cable TV access. Other office furniture and equipment will be provided and charged, including telephone sets, multifunction printers, computers, tables, chairs and lockers.

The TV Studio (43 m²) in the area is equipped with power outlets, lighting equipment, backdrops, satellite transmission interface, broadband Internet access and some furniture.

The Interview Room (28 m²) is equipped with power



outlets, basic lighting equipment, backdrops and some furniture.

Press Conference Area

There are two press conference halls situated in Hall 1, E1. Hall A (D01) can hold up to 250 people and Hall B (D02) can seat approximately 150 people. Each is equipped with VIP rooms, tables, chairs, lighting equipment, speakers and simultaneous interpretation conference systems. Other decorations and supplies are also available in the halls, including backdrops, decorative plants, seating cards and bottled water.

MCR Area

The MCR Area is located in Hall 1, E1 and Hall 2, E2 of the Media Center and provides services such as HB signal gathering, reception and delivery; satellite transmission and video format conversion. The area features the Master Control Room (E01), Operation Monitoring Room (E02), Signal Reception Room (E03), Satellite Transmission Room (E04) and Image Center (E05).

Cultural Exhibition Area

The Cultural Exhibition Area is located in the Media Center and other areas in the National Convention Center. It includes a photo exhibition, snapshot area, interactive multimedia area, interactive Chinese intangible heritage area, LED display, VR experience area, Beijing-style cultural display and distribution of publications.

Media Catering and Tea Break Area

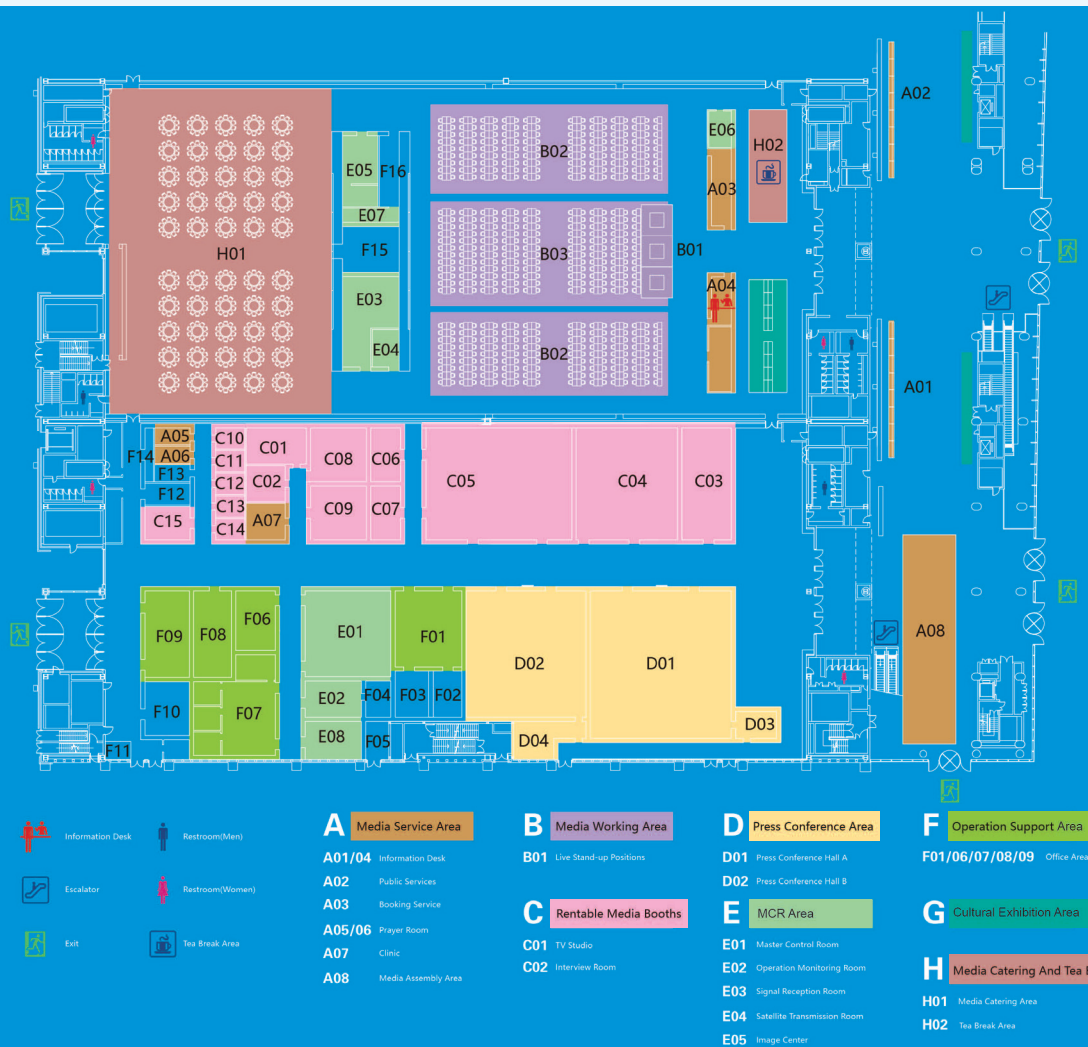
The Media Catering Area (H01) is located in the west

of E2, which is equipped with LED screens, HD TV sets and provides free meals during the Media Center service hours.

The Tea Break Area (H02) is located in the east of E2. Free cold snacks, tea and other beverages are available for accredited journalists.



Floor Plan of Media Center





Media Credentials

There are two types of media credentials for the Second Belt and Road Forum for International Cooperation: media registration cards and accompanying venue cards. Media registration cards are used for gaining access to both the Media Center and media hotels. Venue cards allow accredited journalists to enter designated areas during certain sessions. After arriving in Beijing, accredited journalists should collect their credentials from the Media Reception Center during permitted collection times.

Issuing Hours for Credentials

April 23–24: 8 a.m.–6 p.m.
April 25: 8 a.m.–8 p.m.
April 26: 8 a.m.–12 noon

Pick-Up for Credentials

ID cards are required to collect credentials. Please refer to the Media Center Website (www.brfmc2019.cn) for details.

Pick-up location: Media Reception Center (F1, lobby, Beijing Continental Grand Hotel, 8 Beichen Donglu, Chaoyang District, Beijing)

Booking and Rental

The Media Center will provide applying media organizations with Rentable Media Booths, a TV Studio, Press Conference Halls, an Interview Room, Live Stand-up Positions, and office facilities and furniture, as well as television and broadcast, telephone communication and Internet services.

Reservations can be made via email or at Booking Service (A03) in the Media Center.

Press Conference Halls and Interview Room can be used free of charge after making a reservation.

Booking and Rental Process

Online Booking

Applying media organizations should download related service information, charging standards and corresponding request forms from the “Reservation Application” section on the www.brfmc2019.cn. Request forms should be completed and returned via email to: brfmc2019_booking@163.com. The Media Center will send a confirmation letter regarding technical services to the email addresses provided by applying media organizations within three days of receiving the request forms.

Applying media organizations should remit the lump-sum payment to the designated Media Center account before April 22 after receiving the confirmation letter. The “order number” should be noted in the remarks column of the cash remittance, and the “remittance purpose” column should be marked with “conference service fee.” Orders that are not paid for in a timely



manner will be cancelled. No service fees shall be returned upon payment.

Applying media organizations should send remittance receipts to the booking email or bring them to Booking Service (A03) in the Media Center during operation hours to complete the booking process.

Note: *Service fees for telephone communications and Internet shall be paid on site after receiving a confirmation letter at the “Telecommunications” section of the Media Service Area at the Media Center during service hours.*

On-site Booking

Beginning April 23, media organizations can book technical services on site and obtain related service information and charging standards at Booking Service (A03) in the Media Center.

Media organizations should fill out the corresponding request forms. Booking Service staff will confirm the booking and provide confirmation letters to media organizations. Related service fees should be paid in a lump sum.

Note: *Booking service fees for telephone communications and Internet shall be applied for and paid on site at the “Telecommunications” section of the Media Service Area at the Media Center. No service fees shall be returned after payment.*

Delivery

After confirmation of remittance, the Media Center will deliver the booked articles and services. Both parties should sign the technical services confirmation letter upon delivery.

Settlement Currency and Terms of Payment

Currency

During the forum, the rental of Media Booths, office facilities and furniture, television and broadcast services are US dollar-denominated, while telephone communication and Internet services are yuan-denominated. Both currencies are accepted, however, if yuan are used, the US dollar-yuan exchange rate issued by the People's Bank of China on the day the technical service confirmation letter is offered will be applied.

Terms of Payment

Cash, credit cards and bank transfers are all accepted payment methods for booking.

POS terminals: Credit and debit cards bearing UnionPay, Visa or MasterCard endorsements are accepted.

Accepted currencies: Yuan, US dollars



Television and Broadcast Services

The Media Center will provide television and broadcast services and facilities, including HB signals, satellite transmission, live stand-up positions, an interview room and a TV studio. Bookings can be made at Booking Service (A03) in the Media Center.

HB Signals

Media organizations in the Rentable Media Booths can access the HB signals in the area. Other accredited media organizations can receive and download the HB signals in the Signal Reception Room (E03).

Signal format: HD1080i/50 (16:9)

Interface standard: BNC (Q9)

Video system standard: PAL

TV Studio

The TV Studio (C01) is located west of E1 in the Media Center. Bookings can be made via email or on site. The TV Studio will be rented out on an hourly basis, with a maximum of two hours for each booking.

Media organizations can also apply for custom configurations (such as renting office equipment, facilities and video interfaces) and will be charged accordingly.

Satellite Transmission

Satellite transmission services can be reserved on a first come, first served basis and will be charged.

Live Stand-Up Positions

Live stand-up positions can be reserved on a first come, first served basis and will be charged.



Image Center

The Image Center (E05) is located in the E2 area of the Media Center and will allow accredited journalists to download images free of charge during the forum. The service will be offered on a first come, first served basis.

Accredited journalists can also log onto the Media Center website (www.brfmc2019.cn) to inquire about, browse and download images free of charge via the “Photo Download” section.

Catering

The Media Center will offer accredited journalists free buffets and tea breaks during operation hours.

Media Catering Area

The Media Catering Area (H01) is located west of E2 in the Media Center.

Dining form: Buffet

Dining hours:

April 23–27, Lunch: 11:30 a.m.–2:30 p.m.

Dinner: 5:30 p.m.–8 p.m.

Tea Break Area

The Tea Break Area (H02) is located east of E2 in the Media Center.

Operation Hours: Media Center service hours

City Interviews

Eight group interviews will be organized from April 23–25. Accredited journalists can apply to take part in them. Details are as follows:

- Log on to the Media Center Website www.brfmc2019.cn or use the smartphone app to download and fill in the application form for city interviews, and send it to brfmc2019@126.com for application reservation, or
- Make an application reservation at the Information Desk in the Media Center at the National Convention Center from April 23–25.
- Application deadline: 10 a.m., one day in advance
- The number of participants is limited, so applications will be arranged on a first come, first served basis.

Beijing Culture

Time: 9 a.m.–11 a.m., April 23

Destinations: Beijing Fun, Yangmeizhu Xiejie

Departure time: 8 a.m., April 23

Departure point: Entrance of the Beijing Continental Grand Hotel

Places and subjects: Beijing Fun and Yangmeizhu Xiejie will be visited to experience the culture of Beijing's *hutong*, and learn about the protection and renovation of historical and cultural streets.

Traditional Culture and Creative Industry

Time: 2 p.m.–4:30 p.m., April 23

Destinations: Beijing Confucius Temple and Imperial College, 77 Cultural and Creative Park (Imperial College Branch)

Departure time: 1:20 p.m., April 23

Departure point: Assembly area, Media Center, National



Convention Center

Places and subjects: The Beijing Confucius Temple and Imperial College will be visited, the Dacheng Rites-Music performance will be attended, and the positive effect of Confucianism and the Imperial College on the promotion of international cultural exchanges will be explained. Visit the 77 Cultural and Creative Industry Park (Imperial College Branch) and experience the combination of Chinese tradition with modern lifestyles.

Listening to Beijing-Style Music

Time: 7:30 p.m.–8:30 p.m., April 23

Destination: Laoshe Teahouse

Departure time: 6 p.m., April 23

Departure points: Assembly area, Media Center, National Convention Center

Places and subjects: An original, Beijing-style performance will be attended.

Scientific and Technological Innovation in Beijing

Time: 9 a.m.–11 a.m., April 24

Destination: TusPark

Departure time: 8:30 a.m., April 24

Departure points: Assembly area, Media Center, National Convention Center

Places and subjects: Tus-Holdings Co., Ltd. and TusPark will be visited to learn about the global net of innovation, the sci-tech industry cluster and the vertical incubation system generated by Tus-Holdings as well as its involvement in the development of the Belt and Road. The Tus-Star Beijing Incubation Base will be visited. Leaders of China's innovative and start-up companies will be available to talk to.

High-End Manufacturing in Beijing

Time: 2 p.m.–4:30 p.m., April 24

Destination: Beijing Foton

Departure time: 1:20 p.m., April 24

Departure points: Assembly area, Media Center, National Convention Center

Places and subjects: Learn about Foton and its achievements in drone technology, research and development of super-power trucks, industrial Internet and Intelligent Blue new energy research. Foton Cummins (one of the most advanced diesel engine manufacturing bases in the world) and the general assembly line of Foton AUV will be visited. Foton AUV produces a diverse range of buses for urban, intercity and school transport purposes.

Upscale Cinemas in Beijing

Time: 7:30 p.m.–9:30 p.m., April 24

Destination: Xidan Capital Cinema

Departure time: 6 p.m., April 24

Departure points: Assembly area, Media Center, National Convention Center

Places and subjects: Chinese documentary *Hello Beijing*, and the essential edition of the mini documentary *40 Years on, Beijing Blooming with Us—40 Foreign Experts' Opinion on the Great Changes of Beijing* will be screened so the technology behind the world's largest LED display can be experienced. An introduction to related technologies and equipment will also be given.

Culture and Trade

Time: 9 a.m.–11 a.m., April 25

Destinations: National Base for International Cultural Trade,



Direct Mail Station for Cross-border E-commerce of Beijing
Capital International Airport

Departure time: 8 a.m., April 25

Departure points: Assembly area, Media Center, National
Convention Center

Places and subjects: The exhibition hall, cultural hall and
trade center in the National Base for International Cultural
Trade and Beijing Capital International Airport's Direct
Mail Station for Cross-border E-commerce will be visited.
Beijing's measures for and achievements regarding its
establishment of cultural trade platforms and promotion of
cultural trade and exchanges will be explained.

Significant Construction Project

Time: 2 p.m.–4:30 p.m., April 25

Destination: Beijing Daxing International Airport

Departure time: 12:20 noon, April 25

Departure points: Assembly point, Media Center, National
Convention Center

Places and subjects: Beijing Daxing International Airport
will be visited. It serves as a new engine to drive the
coordinated development of the Beijing-Tianjin-Hebei
region among its other roles.

Transport Services

For the convenience of accredited journalists, shuttle
bus and taxi-hailing services will be provided during the
Second Belt and Road Forum for International Cooperation.

Arrival and Departure

The Welcome Desk will be set up in both terminals
2 and 3 (T2 and T3) of the Beijing Capital International
Airport (BCIA) to provide transportation information
and free shuttle bus services between the airport and
the media hotels for accredited journalists. Accredited
journalists should use their registration confirmation letters
to board the buses. For specific airport transportation
information, please refer to the Media Center Website
(www.brfmc2019.cn).

Accredited journalists can alternatively take an Airport
Shuttle Bus, Beijing subway Airport Express Line or taxi to
media hotels. Those who take other forms of transportation
to Beijing will have to go to the Media Reception Center or
media hotels on their own.

Shuttle Bus

For the convenience of accredited journalists' event
coverage, free shuttle bus services between media hotels
and the Media Center will be provided. For information on
bus routes and timetables, please check the Media Center
Website (www.brfmc2019.cn).

Taxi-Hailing Service

An official taxi-hailing platform has been created to
enable accredited journalists to hail taxis on their own and



at their own expense during the Second Belt and Road Forum for International Cooperation.

Reservations:

(1) Tel: +8610 1010 5678 (Chinese/English)

Reservation hours: 8 a.m.–10 p.m.

(2) Download the “Shouqi Limousine & Chauffeur” app to hail a taxi.

(3) Scan the QR code below to enter the “Shouqi Limousine & Chauffeur” platform.



Accommodation

During the Second Belt and Road Forum for International Cooperation, we recommend accredited journalists stay at one of the three media hotels. Free shuttle bus services will be provided between the media hotels and the Media Center. Accredited journalists are advised to book as early as possible after they receive their registration confirmation letters.

An information desk and clinic will be set up in each media hotel, and high-speed Internet access will be available.

Beijing Continental Grand Hotel

Address: 8 Beichen Donglu, Chaoyang District, Beijing

Tel: +86 10 8498 5588 ext. 72547

Fax: +86 10 8498 7716

Email: yanruowei@bicc.com.cn

North Star Huiyuan Prime Hotel

Address: 8 Beichen Donglu, Chaoyang District, Beijing

Tel: +86 10 6499 1037

Fax: +86 10 6499 1258

Email: hy@huiyuangongyu.com.cn

Beijing Ramada Parkside

Address: Building 214, Huizhongbeili, Chaoyang District, Beijing

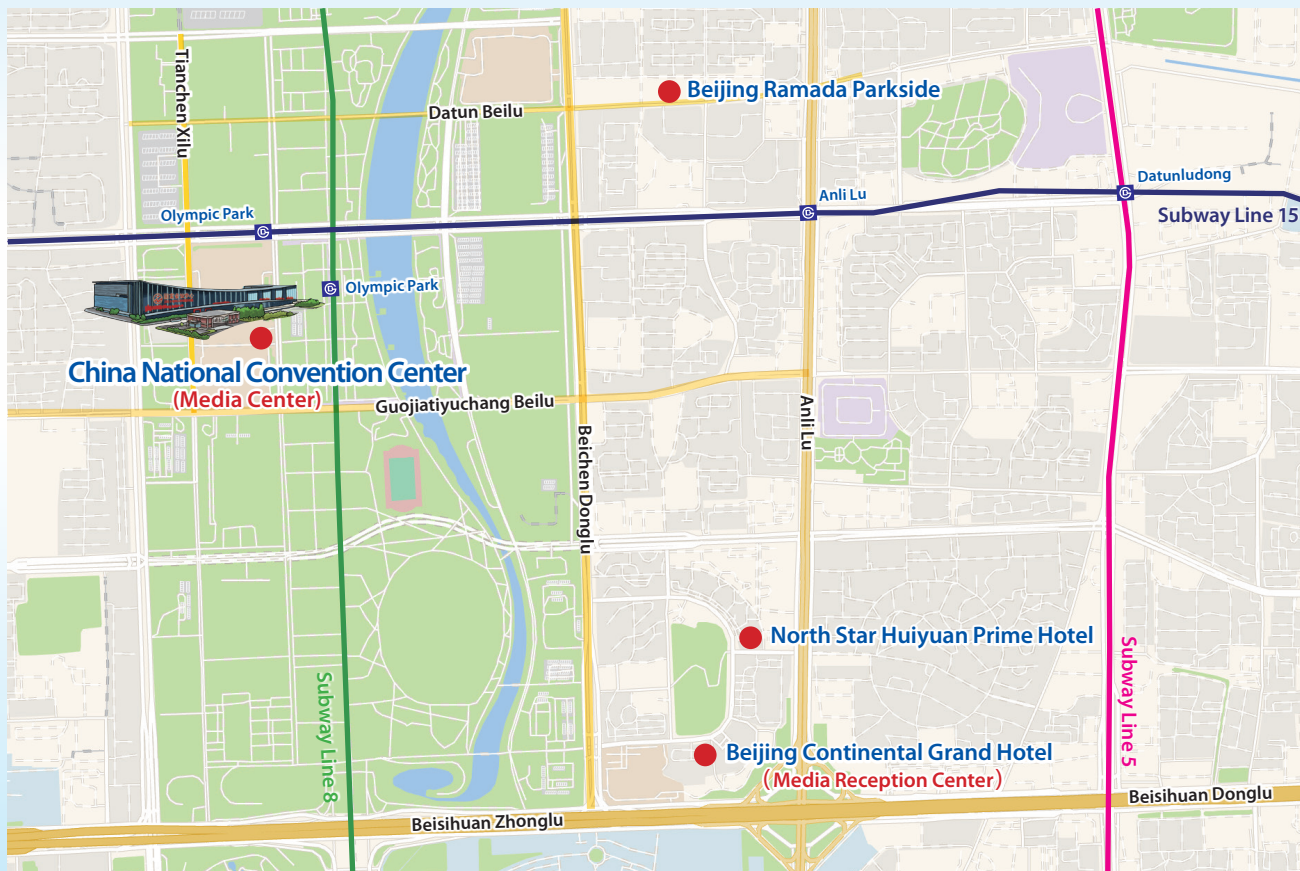
Tel: +86 10 6480 9988 ext. 8518 or 8604

Fax: +86 10 6480 0988

Email: daisy.liu@ramadabeijing.com



Locations of Media Hotels



Media Reception Center

- 📍 Subway Line 5 (Change to buses at Datunludong Station)
Subway Line 15 (Change to buses at Anlilu Station)
- 🚌 Bus Routes: 124/380/387/415/419/538/694/T2/T11 (Anhuiqiaobei Stop)
- 🚌 Bus Routes: 311/407/419/490/538/695/983/T16 (Beichendonglu Stop)

