



**Cour
Pénale
Internationale**

**International
Criminal
Court**



Reporting on the ICC



A Practical Guide for the Media



Welcome to this practical guide for media professionals reporting on the International Criminal Court (ICC). Whether you are reporting on the work of the ICC from the building itself, or if you are overseas, this practical guide will help you find what you need to report effectively on the Court's work.

Reporting on the International Criminal Court



A Practical Guide for the Media

This Practical Guide incorporates advice from the media and was developed in partnership with GCC Law & Media Consultancy. We are looking forward to receiving your feedback and comments at: PublicAffairs.Unit@icc-cpi.int

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Contacts



International Criminal Court

Oude Waalsdorperweg 10
2597 AK, The Hague,
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The Hague Headquarters

For queries regarding the Office of
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✉ OTPNewsDesk@icc-cpi.int
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For all other queries:

On record, attributable comments
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Association of Journalists at the International Criminal Court (AJICC)

The Association of Journalists at
the ICC is a grouping of journalists
who may have useful suggestions
or insights for your work. It is
currently chaired by Thomas
Verfuss:

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About the Court

The seat of the International Criminal Court in The Hague, The Netherlands ©ICC-CPI

The ICC is the first permanent international court established to investigate, prosecute and try individuals accused of committing the most serious crimes of concern to the international community as a whole, namely the crime of genocide, crimes against humanity, and war crimes, when committed after 1 July 2002.

The Court will also have jurisdiction over the crime of aggression once the conditions adopted in 2010 at the Rome Statute Review Conference are fulfilled.

The Court may exercise jurisdiction over those crimes only if they were committed on the territory of a State Party to the Rome Statute,

or a state that has accepted the ICC's jurisdiction, or by one of its nationals. These conditions, however, do not apply if a situation is referred to the Prosecutor by the United Nations Security Council, whose resolutions are binding on all United Nations member states. The ICC was founded based on a treaty, the Rome Statute, joined by

over 120 countries worldwide. The ICC's jurisdiction and proceedings are governed by the Rome Statute. In all of its activities, the ICC observes the highest standards of fairness and due process.

The ICC is a court of last resort and is not a substitute for national courts. It can only intervene where



The main lobby of the International Criminal Court ©ICC-CPI

a state is unable or unwilling to genuinely carry out the investigation and prosecute the perpetrators.

The seat of the Court is in The Hague, the Netherlands. The Rome Statute provides that the Court may sit elsewhere whenever the judges consider it desirable. The Court has also

set up offices in the areas where it is conducting investigations.

The ICC is different from other Courts and tribunals. For example, where the ICC only prosecutes individuals, the International Court of Justice regulates disputes between states. It is also different from the International Criminal Tribunal for the former

Yugoslavia, the International Criminal Tribunal for Rwanda, the Special Tribunal for Lebanon, and the Special Court for Sierra Leone, as the ICC is a permanent institution with international jurisdiction, whereas these other tribunals are temporary and were created in relation to a specific conflict before the creation of the ICC.

The ICC is an independent international organisation, and is not part of the United Nations system. The ICC and the United Nations signed an agreement governing their institutional relationship and their cooperation on various levels.

Receiving Media Support

Transparency and accountability are cornerstones of the ICC. While protecting the integrity of judicial proceedings, the Court must make its activities public and accessible. The role of journalists worldwide is vital in this process.

To assist journalists in accessing and gathering information regarding the work of the Court, two offices have been established:

- The ICC Public Affairs Office, which provides information to the media on all aspects related to the work of the Presidency, Chambers and the Registry, and the Court in general.
- The OTP Public Information Office, which handles media requests on the work and mandate of the Office of the Prosecutor.

Requesting Interviews and Background Information

To request an interview with ICC officials, please use the interview request form in Annex 1 of this guide which will help ICC press officers to swiftly answer your request and send it by e-mail.

Questions or interview requests related to the **Office of the Prosecutor** should be addressed to:

✉ OTPNewsDesk@icc-cpi.int
☎ +31 (0) 70 515 89 45
+31 (0) 70 515 87 23

Questions or interview requests related to **all other aspects of the Court**, including the Presidency, Chambers, and the Registry, as well as the Trust Fund for Victims, should be addressed directly to:

✉ PublicAffairs.Unit@icc-cpi.int
☎ +31 (0) 70 515 92 94
+31 (0) 70 515 97 67



The ICC spokesperson speaks to journalists in the Court's press briefing room ©ICC-CPI

To request an interview with ICC officials, please use the interview request form in Annex 1 of this guide which will help ICC press officers to swiftly answer your request and send it by e-mail.

Should you require an interview with the ICC Spokesperson, please contact him directly:

Fadi El Abdallah, ICC spokesperson

✉ Fadi.El-Abdallah@icc-cpi.int
☎ +31 (0) 70 515 91 52
☎ +31 (0) 6 46 44 89 38

The ICC Spokesperson speaks on the record and his remarks may be quoted and attributed to him.

All other press officers speak on background and can assist with practical information to facilitate your work.

Using Audio-visual Materials and Photographs

ICC Audio-visual Materials

The ICC continually produces a number of video and audio materials on its activities, including programmes on cases and situations or on specific topics, summaries of hearings, and other relevant events.

Those products and images can be viewed on the ICC YouTube channel: www.youtube.com/IntlCriminalCourt

You can also download ICC archive footage from the ICC website: www.icc-cpi.int

All material is available free of charge. You must credit the ICC when broadcasting ICC video materials: © ICC-CPI

To request additional material, please contact: Faida Rahmanovic, ICC AV Producer at Faida.Rahmanovic@icc-cpi.int

ICC Photographs

A wide range of pictures of ICC hearings, activities, and events can be downloaded from the ICC Flickr account:

www.flickr.com/photos/icc-cpi



ICC Prosecutor Fatou Bensouda ©ICC-CPI



ICC Judge Marc Perrin de Brichambaut ©ICC-CPI

All photographs holding the copyright © ICC-CPI are available free of charge. They may not be manipulated. You must credit the ICC when you publish any ICC picture: © ICC-CPI

Photographs holding any other copyright require usage permissions directly from the relevant photographer.

To request additional material, please contact the ICC Public Affairs Unit at PublicAffairs.Unit@icc-cpi.int

Staying Informed

- By subscribing to the ICC mailing list, you will receive regular ICC news, videos, and press releases. Please email PublicAffairs.Unit@icc-cpi.int to request to be added to our list.
- By following the ICC on Twitter, you will receive regular updates: [@IntlCrimCourt](https://twitter.com/IntlCrimCourt)
- By regularly consulting the ICC website and subscribing to the ICC's RSS feeds, you will receive alerts for latest news and court records in real time, as they are posted on the website.



ICC President Judge Chile Eboe-Osuji ©ICC-CPI

Covering ICC Hearings in The Hague



A hearing in one of the ICC Courtrooms © Peter Dejong

ICC hearings are generally open to the public and can be attended by journalists at the ICC's headquarters in The Hague, The Netherlands.

Prior to attendance, please consult the [hearing schedule](#) or contact us for more information.

We also invite you to read the [rules of behavior](#) to be followed in the public gallery.

The media centre generally opens 1 hour before the beginning of hearings and closes 1.5 hours after the end of hearings.

NOTE:

A Chamber might determine that certain proceedings are to be conducted in closed session, fully or partially, in order to protect the safety of victims and witnesses or the confidentiality of sensitive evidentiary material. Moreover, a closed session (temporary or not)

can be ordered in the course of a hearing. In some cases, closed sessions last only for a few minutes, in some others they can last for some hours or days. Private or closed sessions might not be reflected in the hearing schedule.

Media Accreditation

On regular hearing days, no prior accreditation is required for journalists. You will only need to present a valid ID and a press card which will be exchanged for a media badge.

On days of high-level hearings (the opening of a trial, first appearance of a suspect, etc.), prior registration is required. Before such hearings, detailed information on how to register will be clearly indicated on the ICC website and circulated by email to those on the mailing list.

How to Get to the Court

By Public Transport

From **Den Haag Centraal** station:

Take bus 22 in the direction of Duinzigt and stop at the **Oude Waalsdorperweg** bus stop.



Bus timetables

Bus timetables are available on the HTM transport company's website: www.htm.nl

From **Den Haag Laan van NOI**:

Take bus 23 in the direction of Scheveningen and stop at the **Bronovo Ziekenhuis (Oost)** bus stop.



Train timetables

Train timetables are available on the NS train company's website www.ns.nl

By Car



Parking

Parking facilities are available for media representatives at the North parking in Van Alkemadeaan 363.

TV Satellite Vans

The ICC Parking includes an area for SNG vehicles.

BNC connections are available and the video format is HD-SDI with embedded Audio (8 dual mono pairs): Channel 1 – Floor language (international audio); Channel 2 - English interpretation; Channel 3 - French interpretation; Channel 4 - 8 - Other languages, or if no interpretation then Floor language will be sent.



Upon Arrival

The ICC headquarters in The Hague have two entrances: the main entrance for both staff and public, including media, on **Oude Waalsdorperweg 10** and a separate entrance for staff only.

To attend a hearing, you should enter via the main entrance of the Court, located on **Oude Waalsdorperweg 10**.

Proceed to the security booth located in front of the Court Tower through the revolving doors and then through security (a procedure similar to that at an airport). On busy days this can take time, so we

recommend arriving at least 30 minutes before the start of a hearing.

At the security booth you must exchange your valid press ID or passport for an ICC media badge. You must wear this badge visibly at all times while inside the building. The badge gives you access to two areas of the Court: the public galleries (to attend the hearing) and the ICC media centre where the hot desk areas and press briefing room are located.

You can return your badge when exiting the building.



Media Centre

Media representatives attending ICC hearings can use, and bring their equipment to, the ICC media centre located on floors 2 and 3 of the Court Tower.

The media centre is composed of hot desk areas, which can sit up to 104 people. It distributes the video and embedded audio of the hearing, via HD-SDI with a female BNC connection. Journalists wishing to connect to this should bring compatible equipment and a BNC cable. Power is provided (European plug).

Wi-Fi connection is available in the media centre (no password required), as well as, lockers for storing personal items if you choose to go to the public gallery, where only a notepad and pen is allowed. **Interview rooms:** 2 separate interview rooms are available on the 2nd floor on the right of the media briefing room for interviews and recordings requiring silence.

Stand-up positions: 1 stand-up position is available in the media centre as well as 1 in front of the building for TV stand-up interviews. Filming is prohibited on the rest of ICC premises.

NOTE:

- There are times when uploading large files, for example sound or image files, will take longer than usual. Please take this into account when filing to deadline. You may want to bring your own cable should the wireless system be overstretched on busy days.
- The electrical outlets are standard for the European continent (round prongs, 220 volts); journalists are advised to bring converters and adapters for their equipment, as required.



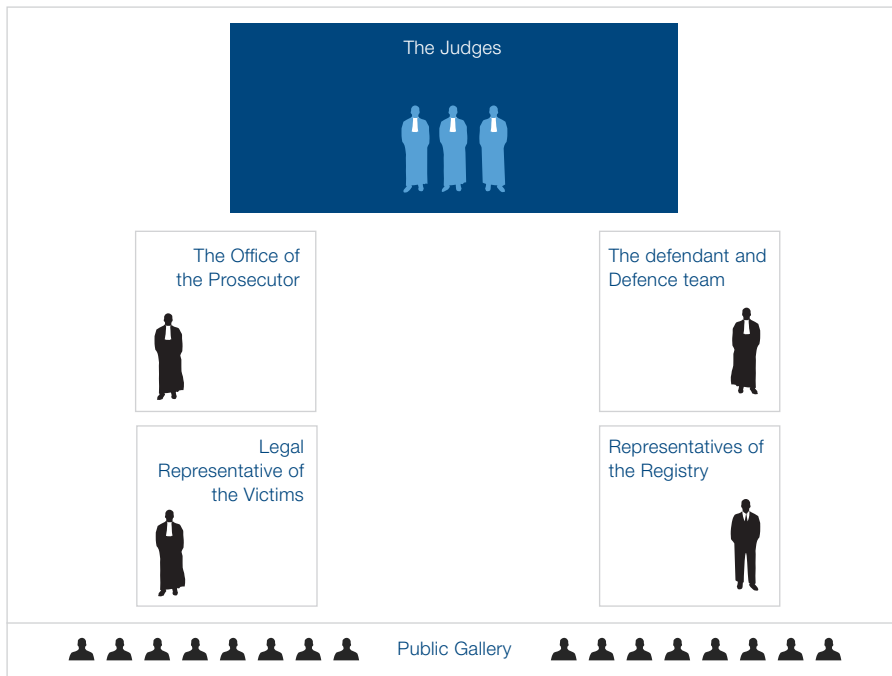
Journalists in one of the hot desk areas of the ICC media centre ©ICC-CPI

Public Galleries

The public galleries are located on floors 5 and 7. Seats are reserved in the public galleries for media representatives.

You are not permitted to bring any recording devices, cameras or phones into the public galleries. **Only a notepad and pen is allowed.** You are invited to carefully read the [rules of behavior](#) before entering the gallery.

On each seat at the gallery you will find a fixed device and headphones with which to listen to court proceedings. You can choose to hear the proceedings in the floor language (language used in the courtroom), in English or in French. The channels for the different languages are indicated in each public gallery.



Understanding the ICC Courtroom

Facing you, behind glass screens, are the ICC judges sitting in the upper row. Legal officers and Registry clerks sit beneath them in the lower row. There may be a single judge for certain hearings; or three judges at pre-trial and trial stage; or five judges at the appeals stage. When a testimony is being given, the witness is seated opposite the bench of the judges, underneath the Public Gallery. The judges may provide protective measures for a witness or victim at risk. This could be face/voice distortion, the use of a

pseudonym, or a curtain. As you look at the courtroom from the public gallery, the Prosecution team sits in the area on the left-hand side while the Defendant and Defence Counsel sit on the right-hand side, facing the prosecution. The 'Legal representatives of victims', i.e., the lawyers representing the victims in the case or situation, are sitting on the left side at the back. Representatives of the ICC Registry or of a Government, if participating in the hearing, sit on the right side at the back.

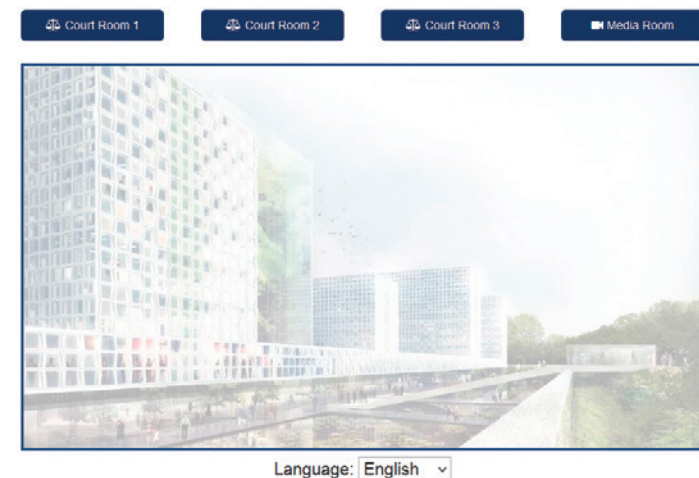


ICC hearings (trials or other proceedings) can be watched online on the ICC website at the following link: www.icc-cpi.int/streaming

The online streaming has a 30 minute delay, unless the hearing is

for the pronouncing of a judgment or a decision of the judges, in which case the hearing is broadcast live.

The schedule for ICC hearings and judicial recess can be found online: www.icc-cpi.int/calendar





Attending Press Conferences

The press briefing room is located on the second floor and is used for press briefings with ICC officials, including the ICC President, Prosecutor, Registrar, Defence teams or Legal representatives of victims.

You will be alerted of a press conference via an email sent to the ICC mailing list and a tweet via the ICC's Twitter account. Prior registration may be required; the procedure to be followed will be indicated in the e-mail.

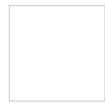
Recording Press Conferences:

You can leave your recording device on the lectern at the front of the room to ensure a loud and clear recording.

The ICC will also provide an audio-visual recording and photographs of the press conference for download, distributed via email to the mailing list after the conference.

Getting a One-on-one Interview with the Speakers at a Press Briefing:

You are encouraged to ask questions at the end of a briefing during the customary Question & Answer time. If you still require an exclusive interview after the briefing, please contact the relevant press office (the Public Affairs Unit or the OTP media liaison) beforehand to arrange this. (See contacts on pages 1 and 2.)



Important Notices

- Filming or recording interviews is allowed in front of the building, inside the media centre or in the press briefing room. Outside these areas, any filming or photos on the ground floor is not allowed.
- Only a notepad and pen is allowed in the public galleries of the courtrooms. You cannot bring cameras, phones, laptops or other electronic devices into the public galleries. These devices are allowed only in the media centre.
- When you enter the public galleries you are provided with headphones and a receiving device.
- Radio reporters need to file sound from the media room and therefore need the room to be as quiet as possible. As a professional courtesy, please keep conversations and noise to an absolute minimum at these times.
- There are no public phones available to the media in the building.



Other Useful Information

- When covering ICC proceedings, you may want to keep in mind the Dutch weather in your planning, as frequent rain and strong winds may affect your filming and interviews outside the building. Overcoats, warm clothing, umbrellas, and external lights may come in handy in case of bad weather.
- There is a café in the public area, as well as vending machines.
- Additional facilities are available outside of the Court building, such as on the Willem Royaardplein, only a 5 minute walk from the Court.
- Journalists needing electronic equipment are advised to go to the city centre of The Hague (Grote Marktstraat and Spui) where a number of shops are located.

Learn More

Stay Connected:

ICC website:
www.icc-cpi.int

RSS feed:
www.icc-cpi.int/rss

Twitter:
twitter.com/IntlCrimCourt

YouTube:
www.youtube.com/IntlCriminalCourt

Flickr:
www.flickr.com/photos/icc-cpi

ICC mailing list:
To be added to the list, please email
PublicAffairs.Unit@icc-cpi.int

Learn More:

Core Legal Texts

The following Core legal texts and tools can be found online in our Resource Library at:
www.icc-cpi.int/resource-library/

- The Rome Statute;
- The Rules of Procedure and Evidence;
- The Elements of Crimes;
- The Regulations of the Court;

- The Regulations of the Office of the Prosecutor
- The Regulations of the Registry;
- The Code of Professional Conduct for counsel;
- The Code of Judicial Ethics;
- Staff rules of the International Criminal Court;
- The Staff Regulations;
- The Financial Regulations and Rules;
- The Chambers' Practice Manual
- The Agreement on the Privileges and Immunities of the International Criminal Court;
- Agreement between the International Criminal Court and the United Nations;
- The Headquarters Agreement with the Host State

Information Materials

Get Involved
www.icc-cpi.int/get-involved

The ICC at a glance:
www.icc-cpi.int/resource-library/Documents/ICCAtAGlanceEng.pdf

The Court today:
www.icc-cpi.int/iccdocs/PIDS/publications/TheCourtTodayEng.pdf

Understanding the ICC:
www.icc-cpi.int/iccdocs/PIDS/publications/UICCEng.pdf

ICC investigations and cases:
www.icc-cpi.int/Pages/trial.aspx

Court records:
www.icc-cpi.int/court-records

News:
www.icc-cpi.int/news

Defendants:
www.icc-cpi.int/defendants

AV Gallery:
www.icc-cpi.int/avgallery

Overview of States parties to the Rome Statute:
https://asp.icc-cpi.int/en_menus/asp/states%20parties/Pages/the%20states%20parties%20to%20the%20rome%20statute.aspx

Trust Fund for Victims website
www.trustfundforvictims.org

Assembly of States Parties website:
asp.icc-cpi.int

Annex 1: Interview request form

Contact details:

- Your full name _____
- Organisation _____
- Type of media (TV, radio, newspaper, magazine, etc.) or organisation (NGO, university or research institute, etc.)

- Country _____
- Phone number _____
- E-mail address _____
- Physical address _____

- Proposed interview date(s): _____
- ICC personnel you wish to interview (if known):

- Type of interview you are requesting:
 - written telephone in person
 - in person, recorded in person, filmed
- Duration of proposed interview: _____

- Detailed description of your project's intended content:

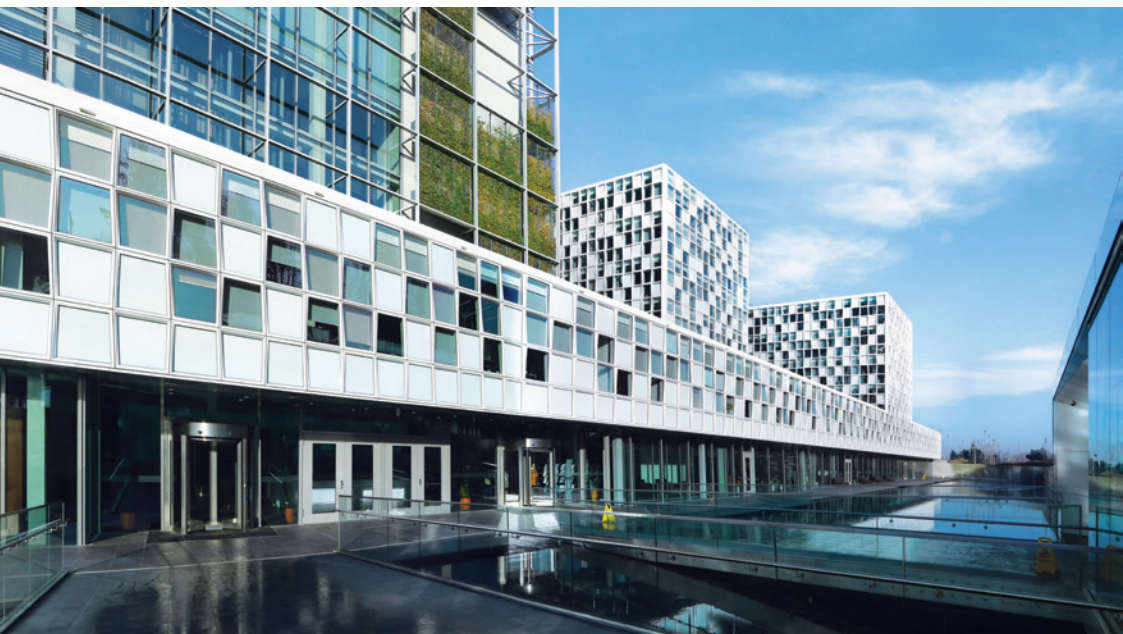
- General topic of the interview: _____

- Specific interview questions: _____

To request an interview with an ICC official, please fill out this form and return it to publicaffairs.unit@icc-cpi.int

To request an interview with members of the Office of the Prosecutor, please fill out this form and return it to otpnewsdesk@icc-cpi.int

Please submit separate forms for each person you wish to interview.



IntlCrimCourt



icc-cpi



IntlCriminalCourt

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