

**Rules for accreditation of media and blogosphere representatives**

**to the XVI International Economic Forum**

**“Russia** – **Islamic World: KazanForum” 2025**

**Content:**

1. General terms ……………………………………………………………………3

2. Media and blogosphere accreditation ……………………………………..…….3

3. Refusal of accreditation ………………………………….……………………...6

4. Rights and obligations of media and blogosphere representatives accredited to the XVI International Economic Forum “Russia – Islamic World: KazanForum” 2025...6

**1. General terms**

1.1. Accreditation of representatives of mass media and blogosphere to the XVI International Economic Forum “Russia – Islamic World: KazanForum” 2025 (hereinafter – the Forum) is carried out in order to provide the necessary conditions for professional activities to prepare and disseminate complete and reliable information about the Forum events.

1.2. Accreditation of media and blogosphere representatives is mandatory for all Forum events.

1.3. While performing their professional activities, representatives of the media and blogosphere must respect the rights and legitimate interests of the Forum participants and staff and observe generally recognised ethical norms.

1.4. The number of media and blogosphere representatives who can take part in the Forum is limited due to the organisers’ intention to provide media and blogosphere representatives with the most comfortable working conditions and quick access to all necessary resources, given the significant interest in the event on the part of the media and blogosphere and taking into account the limited infrastructural capabilities of the event venue.

1.5. The Forum Organising Committee reserves the right to determine the number of accredited media and blogosphere representatives in accordance with the requirements of sanitary and epidemiological conditions.

Follow updates on the Forum website and newsletters.

1.6. The editorial staff of the media and blogosphere is responsible for the reliability of providing data on the organisation employees in accordance with the Legislation of the Russian Federation.

**2. Media and blogosphere accreditation**

2.1. Procedure for submission and review of the application for accreditation

• Media and blogosphere representatives wishing to participate in the coverage of the Forum events as well as representatives of specialised media wishing to participate in the coverage of a specialised business event of the Forum, shall submit an application for accreditation (hereinafter referred to as the “application”) via the official Forum website (<https://kazanforum.ru/>). Media registration is carried out through a separate link available in the Press Centre section (Media accreditation).

• All fields in the application form should be filled in, special attention should be paid to the mandatory fields marked with an asterisk.

• The deadline for submitting applications via the official website of the Forum is from 20 February to 20 April 2025.

• Application review period – from 10 calendar days after the deadline for receipt of applications for registration of representatives of the media and blogosphere.

• Accreditation of media and blogosphere representatives is valid for all days of the Forum.

• Applications are accepted from the representatives of the blogosphere who have a “Confirmed Account” status in the Forum’s accreditation system. Representatives of the blogosphere, citizens of the Russian Federation with an audience of more than 10,000 users, provide in their cover letter a certificate on registration in the Federal Service for Supervision of Communications, Information Technology, and Mass Media (Roskomnadzor), if any.

• Foreign media representatives need to fill in an application, specifying the number and validity period of the accreditation card of the Russian Ministry of Foreign Affairs. In the absence of an accreditation card from the Russian Ministry of Foreign Affairs, the applicant must request a temporary accreditation card, attaching copies of the following documents: passport, editorial assignment, biography, personal photo and press card.

2.2. Accreditation quotas for media and blogosphere representatives

* For print media:

1. newspapers – up to 5 people (3 correspondents, 2 photographers);
2. magazines – up to 5 people (3 correspondents, 2 photographers).

* For news agencies – up to 6 persons (3 correspondents, 3 photographers).
* For electronic publications – up to 6 persons (4 correspondents, 2 cameramen).
* For television companies – up to 9 people (4 correspondents, 1 producer, 2 cameramen, 2 sound technicians).
* For radio companies – up to 3 persons (3 correspondents).
* For the blogosphere – unlimited amount.

The number of media representatives for the Forum’s information partners is determined in accordance with information partnership agreements.

2.3. Procedure for issuing accreditation badges to media and blogosphere representatives

* Representatives of the media and blogosphere receive accreditation badges, subject to approval of the registration application by the Forum Organising Committee.
* Accreditation badges are issued at accreditation points in Kazan. Information on the location and working hours of accreditation points is posted on the official website of the Forum.
* Accreditation badges may be issued only if the following conditions are met:

1. in the presence of confirmed accreditation in the Forum database;
2. in the presence of written consent to the processing of “My personal data”;
3. upon presentation of passport (all passport data must match the data specified in the registration form);
4. in case of receiving the accreditation badge with the power of attorney, it is necessary to submit a power of attorney, as well as a copy of passport;
5. for representatives of the blogosphere to have the status of “Confirmed Account” in the Forum system.

The badge is personal and may not be transferred to third parties during the Forum. The badge must be worn in a conspicuous place during the entire time at the Forum venue.

Any other accreditation cards are not valid for access to the Forum venue.

If an accreditation badge is lost, misplaced or stolen, a member of the media or blogosphere must report it immediately to any information desk. The lost badge will be blocked. A duplicate badge will be issued on the basis of a written application.

2.4. Rules of access to the Forum events:

Accreditation of media and blogosphere representatives is mandatory for all Forum events.

Access of technical staff of media and blogosphere representatives is carried out in accordance with the regulations on access of technical personnel to the Forum venue.

Access to the venue for the representatives of media, blogosphere and media technical staff may be restricted once the Federal Service for Surveillance on Consumer Rights Protection and Human Wellbeing introduces requirements related to the need to comply with security measures and recommendations to prevent the spread of coronavirus infection COVID-19. In this case, information about the access procedure to the venue will additionally be posted on the official Forum website.

1. **Refusal of accreditation**

The Organising Committee of the Forum reserves the right to refuse accreditation without giving reasons.

**4. Rights and obligations of media and blogosphere representatives accredited to the Forum**

4.1. A representative of the media and blogosphere accredited to the Forum has the right to:

* use all services specifically designed for the work of media representatives and the blogosphere;
* receive information about official events and exhibitions of the Forum (press releases, business programme, etc.);
* work in the Forum Media Centre during official events, using the infrastructure of the Forum Media Centre;
* participate in press conferences, briefings and other press events.

4.2. A representative of the media and blogosphere accredited to the Forum undertakes to:

* verify the accuracy of the information they are reporting;
* respond to requests from persons who have provided information to identify its source;
* when receiving information from citizens and officials, notify them about audio and video recording, filming and photography;
* not to use their professional capabilities to conceal information or falsify information of public importance, collect information for the benefit of an unauthorised person or an organisation that is not a media outlet;
* suspend (stop) photo/video filming at the request of the Forum security representatives;
* not to take photos/video at the Forum venue inspection points;
* do not distribute printed materials in the Forum area without the approval of the Forum Organising Committee;
* when using official information and quoting statements of the Forum participants, follow the Forum’s “Mention Policy”, namely: ready-made materials must contain a reference to the Forum and the source of the information received, and for electronic media and blogosphere – a link to the Forum’s official website; any changes, additions or distortions to the copied (quoted) information are not allowed.