



CF Item = Barcode Top - Note at Bottom =  
 CF\_Item\_One\_BC5-Top-Sign

Page 1  
 Date 10-Sep-2002  
 Time 2:54:55 PM  
 Login jrm



CF/RAI/NYHQ/SP/SSC/2002-01209

Full Item Register Number [auto] **CF/RAI/NYHQ/SP/SSC/2002-01209**

Ext Ref: Doc Series/Year/Number **SP/SSC/WSC**

Record Item Title

**Commonwealth Heads of Government Meeting, Oct 13-17, 1987, Canada. Host  
 Broadcaster Schedule of Radio & Television Facilities. Canadian Broadcasting  
 Corporation, Continental Golin/Harris Communications. (World Summit for  
 Children)**

Date Created / on Correspondence  
 04-May-1990

Date Registered  
 10-Sep-2002

Date Closed

Primary Contact **James Grant (Former Executive Director)**  
 Owner Location **World Summit for Children, UNICEF NY- = 3085**  
 Home Location **UHB, Floor B2, Room B202, Aisle 01, Shelf B013, Level 02, Position**  
 Current Location **Special Session & Global Movement For Chil =**

Fd1: Type: IN, OUT, INTERNAL **INTERNAL**  
 Fd2: Sender Ref or Cross Ref  
 Field 3

File Container Record ID **CF/RAF/ZW/S0337-1990-000072638**  
 File Container Record (Title) **Management Committee Meetings Meetings in Preparation for WS Work**

N1: Number of pages **7** N2: Doc Year **0** N3: Document Number **0**

Full GCG Code Plan Number  
 Record GCG File Plan

Da1: Date Published Da2: Date Received Date 3 Priority

Record Type **A01ed Item Spec Proj - CF/RAI/NYHQ/SP/SSC**

Electronic Details **No Document** DOS File Name

Alt Bar code = RAMP-TRIM Record Number **CF/RAI/NYHQ/SP/SSC/2002-01209**

Notes

Print Name of Person Submit Images

Signature of Person Submit

Number of images  
 without cover

**JOHN MANFREDI**

*John Manfredi*

**7**

cc: Faide Ali  
Tom Barwig  
Bill Betzer  
Sam Kov  
Michelle Stone  
William Sorenson  
Adrian Warner

**CONTINENTAL  
GOLIN/HARRIS**

**Fax Transmission Télécopieur**

**OUR FAX NO. IS /NOTRE NUMÉRO DE TÉLÉCOPIEUR EST: (613) 230-3874**

**DATE:** May 4, 1990

**TO/À:** Sandra Grace (65)

UNICEF

**FROM/DE:** Don Dixon

**COMMENTS/COMMENTAIRES:** As discussed

**NO. OF PAGES TO FOLLOW/NOMBRE DE PAGES À SUIVRE:** 1

Continental Golin/Harris Communications Inc.  
80 Elgin Street, Suite 201, 80, rue Elgin, pièce 201,  
Ottawa, Ontario K1P 6R2  
Tel./tél : (613) 230-2220 Fax/télécopieur : (613) 230-3874

**CLIENT:** \_\_\_\_\_ **DOCKET NO./NUMÉRO DE DOSSIER:** 1097

**FAX NO./NUMÉRO DU TÉLÉCOPIEUR:** 1-212-888-7465



Canadian Broadcasting Corporation  
Société Radio-Canada

## HOST BROADCASTER / DIFFUSEUR-HÔTE

COMMONWEALTH HEADS OF GOVERNMENT MEETING -- OCTOBER 13 to 17, 1987  
VANCOUVER, BRITISH COLUMBIA, CANADA

### HOST BROADCASTER

### SCHEDULE OF RADIO & TELEVISION FACILITIES

The Host Broadcaster will provide radio & television facilities at the CHOGM Media Centre. These facilities will be operational from October 10 through 17 and are available on a priority booking basis:

<u>RADIO FACILITIES:</u>		
<u>Radio studios</u> 4 available	.with technician .2 headset microphones .2 mono tape recorders (1/4") .monitoring speaker .1 cue (return) .1 coordination channel .associated audio distribution & monitoring	.audio mixing console .1 cassette unit .1 cartridge unit .1 talkback system between studio & control room .interview cue & outgoing feed to TOC .business telephones
<u>TELEVISION FACILITIES:</u>		
<u>Television studios</u> 2 available	.with technical crew .production switcher .1 - 1/2" BETACAM record unit .1 - 1/2" BETACAM playback unit .NTSC (525 line) system	.2 cameras .1 anchor desk for up to 4 persons .interview area for 2 + 1 .business telephones
<u>Television EFP crews</u> 3 available	.2-man crews	.1/2" BETACAM equipment .NTSC (525 line) system
<u>Television edit suites</u> 3 available	.with technician/editor .timebase corrector .v/o booth .business telephones	.1 - 1/2" BETACAM record unit .1 - 1/2" BETACAM playback unit .1 - 3/4" playback/record unit .NTSC (525 line) system
<u>Television edit spaces</u> 20 available	.2 tables, chairs .v/o booth .business telephones	.incoming video & audio lines .15 amp power .wired for 110 volt, 60 cycle
<u>MASTER CONTROL:</u>		
<u>Television feeds</u>	.3/4", 1/2" BETACAM or live feeds	.NTSC (525 line) system

### CHARGES FOR FACILITIES:

Facilities are available at no charge to the broadcaster, with the following exceptions:

- .Television studios )
- .Manpower overtime ) rate card will be issued shortly
- .Tape stock: stock can be purchased from the Host  
Broadcaster at the CHOGM Media Centre. Limited supplies  
will be available. Broadcaster should supply own tape.

### TO BOOK FACILITIES, BEFORE AUGUST 1, 1987:

Write, call, telex or fax to:

Host Broadcaster - CHOGM 1987  
P.O. Box 8478, Station A  
Ottawa, Ontario K1G 3J5  
Canada

Telephone (613) 727-7351  
Telex 06528046  
Fax (613) 727-7358

### AFTER AUGUST 1, 1987

Address, telephone/telex/fax numbers for our Vancouver office will be forwarded to you as soon as available.

COMMONWEALTH HEADS OF GOVERNMENT MEETING

OCTOBER 13 TO 17, 1987

VANCOUVER, BRITISH COLUMBIA, CANADA

QUESTIONNAIRE FOR RADIO & TELEVISION BROADCASTERS

NAME & ADDRESS OF BROADCAST ORGANIZATION:

\_\_\_\_\_  
\_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_ TELEX NO. \_\_\_\_\_ FAX NO. \_\_\_\_\_

CONTACT NAME & POSITION:

\_\_\_\_\_  
\_\_\_\_\_

1. Will a representative(s) of your broadcast organization be coming to Vancouver to cover the 1987 Commonwealth Heads of Government Meeting (CHOGM)?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please give name(s) and position(s) of those who will attend:

Name & Position:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Will you require broadcast services from the Host Broadcaster? (See list of services available from the Host Broadcaster on the attached facilities schedule.)

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please indicate if you require radio and/or television services:

Radio \_\_\_\_\_ Television \_\_\_\_\_

3. If yes to above question No. 2, please answer Section 'A' for radio facilities and/or Section 'B' for television facilities:

SECTION 'A': RADIO FACILITIES

Will you record the Host Broadcaster coverage of events at CHOGM?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, how will you pick up this feed?

Media Centre \_\_\_\_\_ BC Telephone Toll Office (TOC) \_\_\_\_\_

Will you require translation when available?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, indicate which language translation required:

From French to English \_\_\_\_\_ From English to French \_\_\_\_\_

Do you require Host Broadcaster radio studio?

Yes \_\_\_\_\_ No \_\_\_\_\_

Date(s) studio required:

\_\_\_\_\_ Hours \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Type of service to be performed:

Live broadcast \_\_\_\_\_  
Recording \_\_\_\_\_  
Editing \_\_\_\_\_  
Other (please specify) \_\_\_\_\_

Do you require Host Broadcaster to feed your audio to your home base?

Yes \_\_\_\_\_ No \_\_\_\_\_

Format of feed package:

1/4" audio \_\_\_\_\_ Audio cassette \_\_\_\_\_ Via telephone \_\_\_\_\_

Date(s) feed required:

\_\_\_\_\_ Hours \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(..end of Section 'A', radio facilities)

SECTION 'B': TELEVISION FACILITIES

Will you record the Host Broadcaster coverage of events at CHOGM?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, how will you pick up this feed?

Media Centre \_\_\_\_\_ BC Telephone Toll Office (TOC) \_\_\_\_\_

Will you require translation when available?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, indicate which language translation required:

From French to English \_\_\_\_\_ From English to French \_\_\_\_\_

Do you require Host Broadcaster television studio/control room?

Yes \_\_\_\_\_ No \_\_\_\_\_

Date(s) studio required:

\_\_\_\_\_ Hours \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you require Host Broadcaster EFP crew (1/2" BETACAM)?

Yes \_\_\_\_\_ No \_\_\_\_\_

Date(s) crew required:

\_\_\_\_\_ Hours \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you require Host Broadcaster edit suite?

Yes \_\_\_\_\_ No \_\_\_\_\_

Date(s) suite required:

\_\_\_\_\_ Hours \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SECTION 'B': TELEVISION FACILITIES continued..

Do you require edit space in the Media Centre (to set up your own equipment)?

Yes \_\_\_\_\_ No \_\_\_\_\_

How many spaces will you require (each space accommodates one suite)?

Indicate number \_\_\_\_\_

What format edit equipment will you set up in above edit spaces?

1/2" \_\_\_\_\_ 3/4" \_\_\_\_\_ Other (please specify) \_\_\_\_\_

Date(s) each space required:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you require feed services from the Host Broadcaster Master Control?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, indicate format of feed package:

1/2" BETACAM \_\_\_\_\_ 3/4" \_\_\_\_\_

Date(s) feed required:

_____	Hours	_____
_____		_____
_____		_____
_____		_____

(..end of Section 'B', TV facilities)

4. Please note the following additional information regarding Host Broadcaster feed services:
- . Audio and video feeds from the Host Broadcaster Master Control will be sent directly to the BC Telephone Toll Office (TOC).
  - . You, the broadcaster, must book your own land or satellite feed from the BC Telephone Toll Office (TOC) to your home base.
  - . When the Host Broadcaster Traffic Office receives written confirmation of your land or satellite feed, we can then confirm your feed from our Master Control to TOC.
5. Please note that broadcasters using telephones in any Host Broadcaster facility are responsible for all long distance charges (by use of credit card, third party billing or "collect").
6. Do you have any questions regarding our services or facilities?

---

---

---

---

---

7. This questionnaire is an application form only. Host Broadcaster will confirm bookings in writing and will book on a first-come, first-serve basis. Priority will be given to the international broadcast community but every effort will be made to assist domestic broadcasters as well.

Please return this questionnaire in the enclosed envelope.

The Host Broadcaster Vancouver office will be operational as of August 1st, 1987. Vancouver address, telephone/telex/fax numbers will be sent to your broadcast organization as soon as available.

If you require further information before August 1st, please contact us at:

Host Broadcaster - CHOGM 1987  
P.O. Box 8478  
Station A  
Ottawa, Ontario K1G 3J5  
Canada

Telephone: (613) 727-7351  
Telex: 06528046