

**ICEF 5th Annual Meeting  
Press Guidelines**



September 13, 2018

Update : September 26, 2018

Update : October 3, 2018

ICEF Secretariat

**1. About ICEF**

(1) Overview

- Under the initiative of Prime Minister Shinzo Abe, since 2014 the Government of Japan has annually hosted a global conference called the Innovation for Cool Earth Forum (ICEF).
- ICEF is aimed at providing a global platform to promote discussion and cooperation among executive officers trying to be pioneer in producing business-led innovation, global leading researchers, and policymakers in order to address climate change through innovation of energy and environmental technologies including their dissemination. 1000+ people from about 80 countries and regions are expected to participate in this event.
- The overall theme of this year's ICEF 2018 is "Driving Green Innovation". The meeting will focus on business-led technological innovation towards decarbonisation as well as social innovation involving industry and consumers.
- "Top 10 Innovations" having the potential to transform society in the fields of energy and environment are selected via a vote by attendees from the latest technological and business model innovations.,
- Side events including "The IPCC Special Report Global Warming of 1.5 °C" will be held.

(2) Program

Wednesday, October 10, 2018:

Opening Session, Plenary Session 1, Side Event 1-3, Plenary Session 2, Executive Talk,  
Concurrent Sessions 1

Thursday, October 11, 2018:

Concurrent Sessions 2, Side Event 4, Concurrent Sessions 3, Plenary Session 3,  
Closing Session

<Wednesday, October 10>

Plenary Session 1	- Cool Capitalism * Japanese / English Simultaneous interpretation
Side Event 1	- Top 10 Innovations
Side Event 2	- Digitalization and the Transformation of Cities and Communities

Side Event 3	- IPCC Special Report Global Warming of 1.5 °C
Plenary Session 2	- Mobility Transition * Japanese / English Simultaneous interpretation
Executive Talk	- Environmental Initiatives of Mitsubishi Electric Corporation * Japanese / English Simultaneous interpretation
Concurrent Sessions 1	- Circular Economy - IoT for CO2 Reduction - Hydrogen * Japanese / English Simultaneous interpretation - Growing Renewable Energy and Grid Stabilisation * Japanese / English Simultaneous interpretation

<Thursday, October 11>

Concurrent Sessions 2	- Decarbonisation by Industrial Sector - Renewable Microgrid and Energy Access - Small Modular Reactor for Nuclear - CCUS
Side Event 4	- ICEF2018 Roadmap : Direct Air Capture and Negative Emission Technologies
Concurrent Sessions 3	- SDGs for Business Activity * Japanese / English Simultaneous interpretation - Smart Consumers * Japanese / English Simultaneous interpretation - Fintech for Climate Change - Biorefinery
Plenary Session 3	- Inclusive Action towards a Net-zero Emissions Future * Japanese / English Simultaneous interpretation

(3) Venue

Hotel Chinzanso Tokyo  
10-8, Sekiguchi 2-chome, Bunkyo-ku, 112-8680 Tokyo

(4) Participants

Approximately 1,000 invited researchers, businesspersons, and policymakers from around the world

(5) Hosts

Ministry of Economy, Trade and Industry (METI); and  
New Energy and Industrial Technology Development Organization (NEDO)

(6) Co-Hosts

Ministry of Foreign Affairs (MOFA); and

Ministry of the Environment (MOE)

(7) ICEF website (Refer to the "Program" for speakers)

<https://www.icef-forum.org/>

## **2. Registration (registration in advance is required)**

(1) How to register

- To apply for registration, media representatives should fill in the required items on the media registration form on the ICEF website. On the form, media representatives should also clarify which program they wish to cover.

Media Registration form URL: <https://www.icef-forum.org/press/>

- The Secretariat will confirm the contents of each registration form. If the form is incomplete, the Secretariat may contact you.
- The forum will be conducted in English. Simultaneous interpretation between English and Japanese will be conducted in the general sessions (Opening Session, Executive Talk, Plenary Session, and Closing Session) and a couple of Concurrent Sessions.  
\*Please see at 1. (2)

(2) Deadline for registration

- The deadline for registration is **17:00 JST on Thursday, October 4, 2018.**

### NOTE:

Please be careful not to miss this deadline. Only those who have completed registration will be permitted to enter the venue. Media representatives who have completed registration will receive information form ICEF Registration Secretariat via E-mail a couple of days before ICEF 2018.

- If you hope to conduct individual interviews with the speakers, the host will contact the speakers whom you wish to interview. Please make an application as early as possible following "6.Conditions of Coverage".

## **3. On-Site Reception Desk**

(1) Reception Desk

- Place: Lobby, Banquet Bldg. 3rd floor, Hotel Chinzanso Tokyo
- Time and date: 9:00-17:00, Wednesday, October 10  
9:00-17:00, Thursday, October 11

(2) Please bring:

- Your business card
- Media ID with photo
- Media armband issued by your company

(3) Other

- Please present your business card, media ID and armband at the Reception Desk.
- A press ID Pass will be provided at the Reception Desk. Please wear it at all times while in the venue.
- Baggage screening and metal detector checks will be conducted on site for security purposes. Since these are likely to cause some congestion, please allow plenty of time to arrive at the venue.
- Under no circumstances will proxies be permitted to cover the event.
- Please leave bags in the cloakroom on the 3rd floor of the Banquet Building.

#### **4. Press Room**

During the ICEF, a Press Room will be available on site (4th floor of the Banquet Building).

(1) Location

KOTO Hall, Banquet Bldg. 4th floor, Hotel Chinzanso Tokyo

(2) Hours

9:00 – 18:00, October 10 and October 11

Wi-Fi Internet connection will be available.

(3) Other

- Please bring your own PC and other devices/equipment which you wish to use.
- Media representatives are responsible for safeguarding their own equipment. The hosts and the Secretariat will assume no responsibility for theft, damage, etc.

#### **5. Press Briefing**

(1) Date: 18:10 - 18:40, Thursday, October 11, 2018 (After the Closing Session)

(Briefing: 10 minutes. Q&A: about 20 minutes.)

(2) Venue: KOTO Hall, Banquet Bldg. 4<sup>th</sup> floor, Hotel Chinzanso Tokyo (press room)

(3) Outline:

- Briefing on the ICEF 2018

- ICEF 2018 Summary
- ICEF Statement
- ICEF Roadmap

(4) Briefer: Director Ito, International affairs Office, Industrial Science and Technology Policy and Environment Bureau, METI

(5) Language: Japanese

## 6. Precautions for Coverage

(1) Acceptance of filming and photography by session

- Filming and photography are permitted in the venue only during the sessions shown below. Filming and photography in any other location or timeslot is prohibited without the permission of the Secretariat.

NOTE: Press seating will be provided in the Opening Session, Plenary Session, Executive Talk, Concurrent Session and Closing Session.

Wednesday, October 10

Time	Session	Location	Coverage (Subject to change)	Remarks
10:00-10:30	Opening Session	TSUBAKI, 5F	Open	Simultaneous interpretation (JP/EN)
10:30-12:00	Plenary Session 1	TSUBAKI, 5F	Open	Simultaneous interpretation (JP/EN)
12:10-12:40	Side Event 1	MIYABI, 4F	Open	
12:50-13:20	Side Event 2	MIYABI, 4F	Open	
12:50-13:20	Side Event 3	HIBIKI, 4F	Open	
13:30-15:00	Plenary Session 2	TSUBAKI, 5F	Open	Simultaneous interpretation (JP/EN)
15:00-15:15	Executive Talk	TSUBAKI, 5F	Open	Simultaneous interpretation (JP/EN)
15:45-17:45	Concurrent Sessions 1			
	Circular Economy	HIBIKI, 4F	Open	
	IoT for CO2 Reduction	ZUIKO, 1F	Open	
	Hydrogen	RURI, 1F	Open	Simultaneous interpretation (JP/EN)
	Growing Renewable Energy and Grid Stabilisation	KOCHO, 4F	Open	Simultaneous interpretation (JP/EN)

Thursday, October 11

Time	Session	Location	Coverage (Subject to change)	Remarks
------	---------	----------	---------------------------------	---------

10:00-12:00	Concurrent Sessions 2			
	Decarbonisation by Industrial Sector	KOCHO, 1F	Open	
	Renewable Microgrid and Energy Access	HIBIKI, 4F	Open	
	Small Modular Reactor for Nuclear	RURI, 1F	Open	
	CCUS	ZUIKO, 1F	Open	
12:10-13:05	Side Event 4	MIYABI, 4F	Open	
13:30-15:30	Concurrent Sessions 3			
	SDGs for Business Activity	KOCHO, 1F	Open	Simultaneous interpretation (JP/EN)
	Smart Consumers	RURI, 1F	Open	Simultaneous interpretation (JP/EN)
	Fintech for Climate Change	HIBIKI, 4F		
	Biorefinery	ZUIKO, 1F	Open	
16:00-17:30	Plenary Session 3	TSUBAKI, 5F		Simultaneous interpretation (JP/EN)
17:30-18:00	Closing Session	TSUBAKI, 5F	Open	Simultaneous interpretation (JP/EN)

Please note that entry to session halls may not be possible at times due to operational requirements. (The halls for concurrent sessions are especially small.)

## (2) Other Points to Note

Media representatives are requested to note the following points:

- Please wear your media ID and armband while in the venue.
- Only those who have registered in advance will be permitted to enter the venue.
- Interviewing is also allowed until 18:00 JST (each day). Please follow Secretariat instructions on the days of the forum, and be careful not to obstruct participants or access routes. Failure to follow instructions may result in suspension or cancellation of press registration.
- No filming or photography is allowed except in the permitted sessions listed above.
- One fixed television camera is permitted per TV channel.
- Live broadcast of TV footage is not permitted.
- The TV camera area will be equipped with 20 audio lines (original language only) to supply audio signals.
- The power supply in the hotel cannot be permitted for use except for the Press Room.
- If you wish to interview speakers, please contact the International Affairs Office, Industrial Science and Technology Policy and Environment Bureau, Ministry of Economy, Trade and Industry, by 17:00 JST on Thursday, October 4. interviewing speakers without permission of the host is not allowed. Please check the ICEF web site for information on speakers; <https://www.icef-forum.org/program/>

- If you wish to interview general attendees, please be mindful of personal privacy and individual rights to decline to be photographed or filmed. Please state the name of your company, the publication/TV channel, etc. you represent, and the purpose of the interview, and obtain the consent of the person concerned. Please understand that filming photography cannot be permitted at lunch time excluding the venue where side events are taking place.

## **7. Inquiries**

- For inquiries regarding the program and its content (i.e. 1. of the above), please contact:  
Mr. Ito (Director) or Mr. Kato (Principal Deputy Director)  
International Affairs Office, Industrial Science and Technology Policy and Environment  
Bureau, Ministry of Economy, Trade and Industry  
Tel: 03-3501-6011
- For inquiries regarding registration (i.e. 2. - 6. of the above), please contact:  
ICEF Registration Secretariat  
Tel: 03-5216-5303  
E-mail: [icef-reg@congre.co.jp](mailto:icef-reg@congre.co.jp)