



International  
Olympic  
Committee



**INTERNATIONAL  
PARALYMPIC  
COMMITTEE**



TOKYO 2020



TOKYO 2020



# THE PLAYBOOK PRESS

Your guide to a safe  
and successful Games

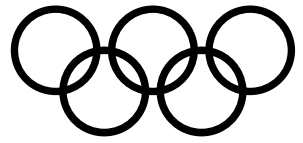
April 2021  
Version 2



IOC President Thomas Bach



# WELCOME



Lucia MONTANARELLA, IOC Associate Director Olympic Games Media Operations  
NIS HIMURA Ryo, Tokyo 2020 Senior Director Press Operations





# AGENDA



1. Welcome
2. What's new in Playbook V2
3. What the Press should know
4. Next steps and conclusion



# WHAT'S NEW IN PLAYBOOK V2



Pierre DUCREY, IOC Olympic Games Operations Director  
NAKAMURA Hide, Tokyo 2020 Games Delivery Officer



# WHAT'S NEW IN PLAYBOOKS V2 INTRODUCTION



- V2 builds on the principles presented in V1 and provides additional information on the various countermeasures to further support your planning and preparation
- Playbooks were also published for:
  - Athletes and Team Officials
  - International Federations
  - Broadcasters
  - Marketing Partners
  - Olympic Family\*
  - Workforce\*
- You can find them through the links below:
  - [Olympics website](#)
  - [Paralympics website](#)



❖ To be published week of 10 May

# WHAT'S NEW IN PLAYBOOKS V2 INTRODUCTION



- Games-time period will start on 1 July \*
- All accredited persons will be deemed Games-essential\*. They will therefore be allowed to perform their Games activities upon arrival as long all rules in the Playbook are followed.
- The Playbook rules will be implemented progressively as we get closer to the Games. An implementation schedule will be shared when available.
  - For example, the requirement for two COVID-19 tests on two separate days within 96 hours of the departure of your flight to Japan will be applicable for those entering after 1 July
- Monitor your health daily for the 14 days before arrival in Japan
- If you experience any symptoms of COVID-19 in the 14 days before arrival, do not travel to Japan
- At the airport upon arrival, answer questions appropriately and accurately at the quarantine station



❖ Additional information from Playbook V2

# WHAT'S NEW IN PLAYBOOKS V2 INTRODUCTION



- **Submission of flight information into ADS (Arrivals and Departures Information System)**
  - There are current limitations on the total number of people permitted to enter per flight.
  - Book flights and input relevant information to ADS as soon as possible (by 10 June for Olympic participants and 30 June for Paralympic participants)
  - Corrections to flight schedules can then be made after these dates





# WHAT'S NEW IN PLAYBOOKS V2 INTRODUCTION



- **Self-arranged accommodation**

- Locations should be able to confirm the implementation of all relevant COVID-19 countermeasures\*. If not, you must inform Tokyo 2020 for alternative solutions
- Tokyo 2020 will provide alternative solutions in mid-May for those intending to book self-arranged accommodation but have not yet made a reservation, or those wishing to change their accommodation location
- For those intending to book self-arranged accommodation, you are kindly requested to inform Tokyo 2020 as soon as possible in order to confirm the locations are able to follow the expected standards
- To facilitate the overall process, you are encouraged to stay at official Tokyo 2020 accommodations



❖ Tokyo 2020 and the Government of Japan are developing "accommodation guidelines" which detail the COVID-19 countermeasures that should be followed.

# Consolidation of self-arranged accommodations

## 【COVID-19 countermeasures at accommodations and necessity of consolidation】

- It is indispensable that the accommodation facilities, which are the bases of activities of each stakeholder, take sufficient COVID-19 countermeasures required for the realization of a safe and secure Games.
- In addition, it is important for the Tokyo 2020 to cooperate with accommodation facilities and local governments to establish an appropriate cooperation system so that activities during stay can be carried out in a safe manner in accordance with the playbook. It is necessary to consolidate the accommodation facilities to be used as much as possible. In particular, facilities that accommodate only a small number of stakeholders will be targeted for consolidation from the perspective of effectiveness and efficiency.
- Therefore, it is strongly encouraged that each stakeholder stay at accommodation provided by Tokyo 2020.

## 【Accommodation and Activity Plan】

- Each stakeholder must submit an Activity Plan for entry into Japan, and the plan must be submitted to the Government of Japan via Tokyo 2020 for approval. It is necessary to have the accommodation written in this Activity Plan. ○ Tokyo 2020 and the government are preparing and coordinating "accommodation guidelines" that stipulate COVID-19 countermeasures and outing management requirements for 14 days after entering Japan. Accommodation facilities that do not meet these conditions are inadequate. Therefore, it is necessary to move to another suitable accommodation facility before entering Japan.
- In addition, private lodgings and private homes are not recognized as accommodation facilities because it is difficult to reliably grasp contact avoidance with residents of Japan and outing management.

# Consolidation of self-arranged accommodations

## 【Future procedures】

- Mid-May-: Tokyo 2020 will introduce (alternative) accommodation to stakeholders who are planning to make their own arrangements and have not yet made a reservation, or who wish to change their accommodation.
- From late May to submission of Japanese activity plan:
  - When staying at a hotel arranged by Tokyo 2020 under an existing AAA, or when utilizing the accommodation facilities newly introduced by Tokyo 2020 as described above
    - Please fill in the accommodation in the Activity Plan and submit it.
  - If you want a self-arranged accommodation instead of the accommodation introduced by Tokyo 2020
    - Tokyo 2020 should request the accommodation to agree to and implement the accommodation guidelines and provide information to local governments and health authorities in advance.
    - Accommodations listed in the Activity Plan are required to complete these procedures. Accommodations that do not meet the guidelines will be required to change.
    - For this reason, it is essential to provide information to Tokyo 2020 in advance (some stakeholders have already cooperated in the survey of self-arranged accommodation, but we ask for your continued cooperation, including additional surveys).

# Consolidation of self-arranged accommodations

- Sequentially from the beginning of June:
  - Fill in the Activity Plan for accommodations that have been confirmed to meet the conditions and carry out immigration procedures.
  - In addition, for facilities under confirmation, individual adjustments will be made, and if necessary, we would ask you to change your accommodation to others.
- If only a small number of stakeholders plan to stay at one accommodation facility, it is highly likely that it will be difficult to comply with the accommodation guidelines from the viewpoint of the effectiveness and efficiency of flow line management and outing management. In that case, it is necessary to change the accommodation facility.
- In any case, in view of the above process, in order to avoid unnecessary confusion, it is strongly recommended to put the accommodation together into facilities arranged by Tokyo 2020. See the announcement in mid-May.



# Consolidation of self-arranged accommodations

Important notice: *If not yet submitted to the survey and need application, please contact Tokyo2020 PRS office by May 10th.*

*For Olympics :*

[https://forms.office.com/Pages/ResponsePage.aspx?id=vxztemV\\_k0u5zIBz7tO6GG\\_t8aj45zBBh\\_kqVygoDklUQ0ZMMjRRVDIISk1NSEIRN1ZSN1dEVTNWSC4u](https://forms.office.com/Pages/ResponsePage.aspx?id=vxztemV_k0u5zIBz7tO6GG_t8aj45zBBh_kqVygoDklUQ0ZMMjRRVDIISk1NSEIRN1ZSN1dEVTNWSC4u)

*For Paralympics :*

[https://forms.office.com/Pages/ResponsePage.aspx?id=vxztemV\\_k0u5zIBz7tO6GG\\_t8aj45zBBh\\_kqVygoDklURTBTTkZZMjM5Ull4NUZRTjRINVcxWUxFQy4u](https://forms.office.com/Pages/ResponsePage.aspx?id=vxztemV_k0u5zIBz7tO6GG_t8aj45zBBh_kqVygoDklURTBTTkZZMjM5Ull4NUZRTjRINVcxWUxFQy4u)

# WHAT'S NEW IN PLAYBOOKS V2

## KEY TOPICS UPDATED SINCE V1



- Activity plan
- List of permitted destinations
- Testing
- Close contacts of someone with a confirmed positive test
- Role of COVID-19 Liaison Officer (CLO)
- Venue-based countermeasures



# WHAT'S NEW IN PLAYBOOKS V2 ACTIVITY PLAN



## Key updates:

- Activity plan to be completed to include all possible destinations. It does not need to include detailed daily schedules.
- CLO to support in finalising planned and possible destinations - be as comprehensive as possible
- Follow only the activities outlined in activity plan.
- Activity Plan to be submitted by CLO to Tokyo 2020 approximately 4 weeks before entry. Tokyo 2020 will then submit the activity plans to the Government of Japan within a week after receipt \*
- CLO can submit the Activity Plan (via email / ICON) to the FA in charge. ICON will be operational from May 31 May \*



- The Activity Plan template and details of timing for submitting the plan will be available on the Tokyo 2020 Press Operations Extranet when finalised
- ❖ Additional information from Playbook V2

# Flow of submission of the Activity Plan

- If a CLO is appointed, the CLO can submit the "the Activity Plan (Excel)" (email / ICON) to the FA in charge.
- The Organizing Committee plans to distribute the form of "**Activity Plan: First Draft**" to each FA by mid-May. Each FA, then, will distribute the form to stakeholders.
- ICON will be operational from May 31<sup>st</sup>. Submission of the activity plan to the Government of Japan from the Tokyo 2020 shall be 3 weeks before entry (Need about a week for the approval).
- Each stakeholder (CLO) **basically need to finish the registration of ICON by May 14<sup>th</sup> (no later than May 28<sup>th</sup>)**. Note that if you cannot meet the deadline, you may not be able to go through efficient entry procedure by using ICON/OCHA (Health monitoring App).

time of entry	CLO → Tokyo 2020 submission deadline	Deadline for submission from Tokyo 2020 to the government	
by 30 June entry	According to the current pre- Games immigration procedure →E-mail Tokyo 2020 (Municipalities) with relevant materials 4 weeks in advance		→Enter the country with a Written Pledge
<b>【Health monitoring app/ICON Test】</b> For the entry of last week of June, some are expected to use Health Monitoring App/ICON (not all)	According to the current pre- Games immigration procedure →E-mail Tokyo 2020 relevant materials 4 weeks in advance		→Enter the country with a Written Pledge + →Entry testing by OCHA
	Submit by "1 June (Tue)" by ICON	Submit by "3 June (Thu)" by ICON	
1-7 July entries	Submit by "3 June (Thu)" by ICON(or E-mail)	Submit by "10 June (Thu)" by ICON	Entry by OCHA
8-14 July entries	Submit by "10 June (Thu)" by ICON(or E-mail)	Submit by "17 June (Thu)" by ICON	
15-21 July entries	Submit by "17 June (Thu)" by ICON(or E-mail)	Submit by "24 June (Thu)" by ICON	
22-28 July entries	Submit by "24 June (Thu)" by ICON	Submit by "1 July (Thu)" by ICON	
29 July to 4 August entries	Submit by "1 July (Thu)" by ICON	Submit by "8 July (Thu)" by ICON	
5-11 August entries	Submit by "8 July (Thu)" by ICON	Submit by "15 July (Thu)" by ICON	
12-18 August entries	Submit by "15 July (Thu)" by ICON	Submit by "22 July (Thu)" by ICON	

Continues per week after Olympic Games

The above schedule may be changed.



# Activity Plan (Draft)

- Since the entry to Japan is strictly limited, you need to submit the activity plan to the Japanese Government via Tokyo 2020.
- Basically, the accommodation and the places to visit during the first 14 days in Japan shall be those admitted by Tokyo 2020.
- These will help create a safe Games environment for all Games participants.

For the basic information regarding the visitors, CLOs shall fill in the Attachment 1 (See next slide).

## Information of accommodation

Information of places to visit during the first 14 days.  
Considering an efficient way to fill in such as  
allocating peculiar number to each venue/site.

<h2 style="margin: 0;">Activity Plan</h2> <p style="margin: 0;">(For entry after July 1st)</p>					<h1 style="margin: 0;">Tentative Format</h1> <h2 style="margin: 0;">Subject to change</h2>	
					<Column for Tokyo 2020> (No need to fill in)	
Category of visitors					Confirm to Playbook	
※Categories : 1. Athletes and officials, 2. IF, 3. Olympic and Paralympic Families, 4. Marketing Partners, 5. Press, 6. Broadcasters, 7. Staff, 8. Others					Tokyo 2020 hereby pledge that we will follow the item written in the Written Pledge and will have the visitors understand and follow rules written in the relevant Playbook.	
<b>(1) Visitors' information (You can enter all the members' information who act in a group.)</b>						
Fill in <b>Attachment 1</b>						
※For those who do NOT have PVC (OIAC/PIAC) upon entry to Japan or those who's PVC (OIAC/PIAC) will not be deemed as visa (such as volunteers), fill in <b>Attachment 2</b> .						
<b>(2) Type of quarantine</b>						
Type of quarantine		If you choose "3. Operate from the next day of arrival," write the reason for it - the reason why you can NOT quarantine for 3 days. For Athletes and officials, no need to fill in.				
※Type of quarantine: 1. 14 days quarantine, 2. 3 days quarantine, 3. Operate from the next day of arrival						
<b>(3) Accommodation for the first 14 days</b>						
Name of accommodation		Address (Prefecture and city)		Period of Stay		Receiving Entity <small>Column for Tokyo 2020 (No need to fill in)</small>
<b>(4) Places to visit during the first 14 days which is on the list of "Tokyo 2020 business site."</b>						
<b>Competition Venues</b>						
Fill in the numbers allocated to the site (See "Tokyo 2020 business site")						
101~103,105,110,123,125,134,137,140,141,142						
<b>Others</b>						
Fill in the numbers allocated to the site (See "Tokyo 2020 business site")						
210-213,216,313,321,424,501,502,601,602,702,704,801						
Column for Tokyo 2020 (No need to fill in)						
※For the visiting place during the first 14 days, you basically need to choose from the "Tokyo 2020 Business Site." However, if it is necessary to visit a site which is NOT on the "Tokyo 2020 Business Site," fill in <b>Attachment 3</b> .						
<b>(5) Usage of public transportation (must follow the rule written in the Playbook)</b>						
※Type of transportation: 1. Air, 2. Bullet train, 3. Others						
Type of transportation		Date and time		Flight/Train number		Origin/Destination
Reason		Receiving Entity				

Tentative Format  
Subject to change

# Activity Plan (Draft)

Draft of the Attachment 1 in which CLOs shall fill in for the basic information regarding the visitors.

	氏名 Name as written in the passport	ADカードの レジストレーション番号 (7桁) Registration Number of AD card (7 digits)	所属 Organisation	入国日 Date of Entry to Japan			便名 Flight Number arriving Japan	到着空港 Airport of Arrival in Japan	出発国	出発14日前の滞在国	出国予定日 Planned Date of Departure from Japan (yyyy/mm/dd)			性別 Sex (M/F/X) as written in the passport	生年月日 Date of Birth as written in the passport			国籍 Nationality as written in the passport	旅券番号 Passport number as written in the passport	本人の連絡先 Contact info of the person (Phone number or E-mail address)	コロナ対策責任者名 (CLO) Name of CLO
				Country of departure before entering Japan (not including transit country)	Country where stayed within last 14-days before departing to Japan	yyyy			mm	dd	アメリカ・ブラジル・カナダは州まで記載 Write also name of state if the country is either USA, Brazil or Canada	yyyy	mm		dd	yyyy	mm				
1																					
2																					
3																					
4																					
5																					
6																					
7																					
8																					
9																					
10																					
11																					
12																					
13																					
14																					
15																					
16																					
17																					
18																					
19																					
20																					

Tentative Format  
Subject to change

# WHAT'S NEW IN PLAYBOOKS V2

## LIST OF PERMITTED DESTINATIONS



### Key updates:

- For the first 14 days, only official Games venues and limited additional locations, as defined by the list of permitted destinations, are permitted
- Places to eat for the first 14 days:
  - You must only eat in one of the following places, where COVID-19 countermeasures are in place: catering facilities at Games venues (as the preferred option), your accommodation's restaurant, or your room, using room service or food delivery.
  - Should these options not be available, you can buy food at convenience stores and takeaway restaurants indicated by Tokyo 2020, that you can get to without using public transport or use a private room in a restaurant that can be accessed in a manner compliant with COVID-19 countermeasures
  - The means of accessing and behaviour in these locations will be checked by Tokyo 2020 to ensure they comply with COVID-19 countermeasures, in particular physical distancing and hygiene



# WHAT'S NEW IN PLAYBOOKS V2 TESTING



## Key updates:

### Before you travel:

- Two COVID-19 tests on two separate days within 96 hours of the departure of flight to Japan will be required
  - Take one of two tests within 72 hours of departure.
  - Negative test result certificate should include all necessary information as specified by the Government of Japan
- List of approved testing providers will available to CLOs

### Entering Japan:

- On arrival, COVID-19 test (currently saliva antigen) is required





# Negative test result certificate

## Japanese Government Format

Arabic

Indonesian

French

Japanese/  
English

There are also format in Urdu, Korean, Spanish, German, Thai and so on. See Japanese Government's HP  
[https://www.mofa.go.jp/ca/fna/page25e\\_000334.html](https://www.mofa.go.jp/ca/fna/page25e_000334.html)

Ministry of Health, Labour and Welfare

1. Inspection certificates are valid only if they meet the following conditions.

- Within 72 hours from the date of sample collection to the departure time of the flight.
- On principle, use the prescribed format.
- Top-level information, please refer to the Ministry of Health, Labour and Welfare website. The prescribed format can be downloaded from here.
- Candidates for inclusion in the inspection certificate:
  - 1. Name, passport number, nationality, date of birth, sex
  - 2. Being checked for COVID-19, sample
  - 3. Collected on 2 and 3 tested
  - 4. Result, specimen collection date and time, test result date, time of issue
  - 5. Name of medical institution, address of medical institution, signature by doctor, stamp of a seal
  - 6. All documents to be written in English.

2. The test method is valid only for one of the following

Antigen Rapid Test	PCR
<ul style="list-style-type: none"> <li>● Rapid Test Kit-PCR</li> <li>● LAMP</li> <li>● Tint</li> <li>● TRC</li> <li>● Smart Amp</li> <li>● mEAS</li> </ul>	<ul style="list-style-type: none"> <li>● Real-time PCR (sequencing)</li> <li>● Qualitative Antigen Test (mEAS)</li> </ul>

3. Sample collection method is valid only for one of the following

- Nasopharyngeal Swab
- Saliva

Ministry of Health, Labour and Welfare, Government of Japan

### Requirements for Certificate of Testing for Entering Japan

Requirements for Certificate of Testing for Entering Japan

Valid	Invalid
<p><b>Sample</b></p> <ul style="list-style-type: none"> <li>● Nasopharyngeal/Oronopharyngeal (Swab/Spit)</li> <li>● Saliva sample</li> </ul>	<ul style="list-style-type: none"> <li>● Blood (swab/venous)</li> <li>● Urine (swab/venous)</li> <li>● Feces (swab/venous)</li> <li>● Hair</li> <li>● Single Nucleic Acid</li> <li>● Mixture of sample "A" and "B" "C" and "D" (any type of sample)</li> </ul>
<p><b>Testing Method</b></p> <p>Antigen and amplification test</p> <ul style="list-style-type: none"> <li>● PCR - Polymerase chain reaction</li> <li>● RT-PCR - Reverse transcription-PCR</li> <li>● LAMP - Loop-mediated isothermal amplification</li> <li>● TMA - Transcription-mediated amplification</li> <li>● TBC - Transcription-based transcriptional amplification</li> <li>● Smart Amp - Smart amplification process</li> <li>● mEAS - Multiplexed amplification</li> </ul> <p>(Other)</p> <ul style="list-style-type: none"> <li>● Real-time amplification</li> <li>● Qualitative antigen test (mEAS)</li> </ul>	<ul style="list-style-type: none"> <li>● Antigen test/kit</li> <li>● Rapid antigen test/kit</li> <li>● Antigen test/kit</li> </ul>

Sample collection must be done within 72 hours before the departure time of the flight.

# WHAT'S NEW IN PLAYBOOKS V2 TESTING



## Key updates:

### At the Games:

- All Games participants will be tested daily for three days after arrival
- After the first three days and throughout stay, tested regularly according to operational nature of roles and level of contact with athletes
- Frequency of tests will be decided by Tokyo 2020 and the IOC/IPC, based on information provided by your Responsible Organisations (which may vary within the same organisation, according to individual roles)
- Regardless of the frequency of your testing, everyone will be tested on day 14 after arrival



# WHAT'S NEW IN PLAYBOOKS V2

## CLOSE CONTACTS OF SOMEONE WITH A CONFIRMED POSITIVE TEST



### Key updates:

- Close contact defined as those:
  - who have prolonged contact (for 15 minutes or more) with a person who has a confirmed positive COVID-19 test
  - were within one metre, without wearing a face mask
  - above two conditions were applicable from the two days before the person's symptoms appeared to when they were tested and started isolating
- Decision on applicable measures will be made on a case-by-case basis and will take into consideration the likelihood of you spreading the virus



# WHAT'S NEW IN PLAYBOOKS V2

## ROLE OF COVID-19 LIAISON OFFICER (CLO)



### Key updates:

- CLO to be on-site in Japan for the full duration of delegation's stay. Additional CLOs may be appointed as needed for support
- Will provide support throughout your journey
- Specific training for CLOs will be arranged by end of May
- Support framework dedicated to each stakeholder group will be in place



- More information on the 'Roles and responsibilities of the COVID-19 Liaison Officer' is available.

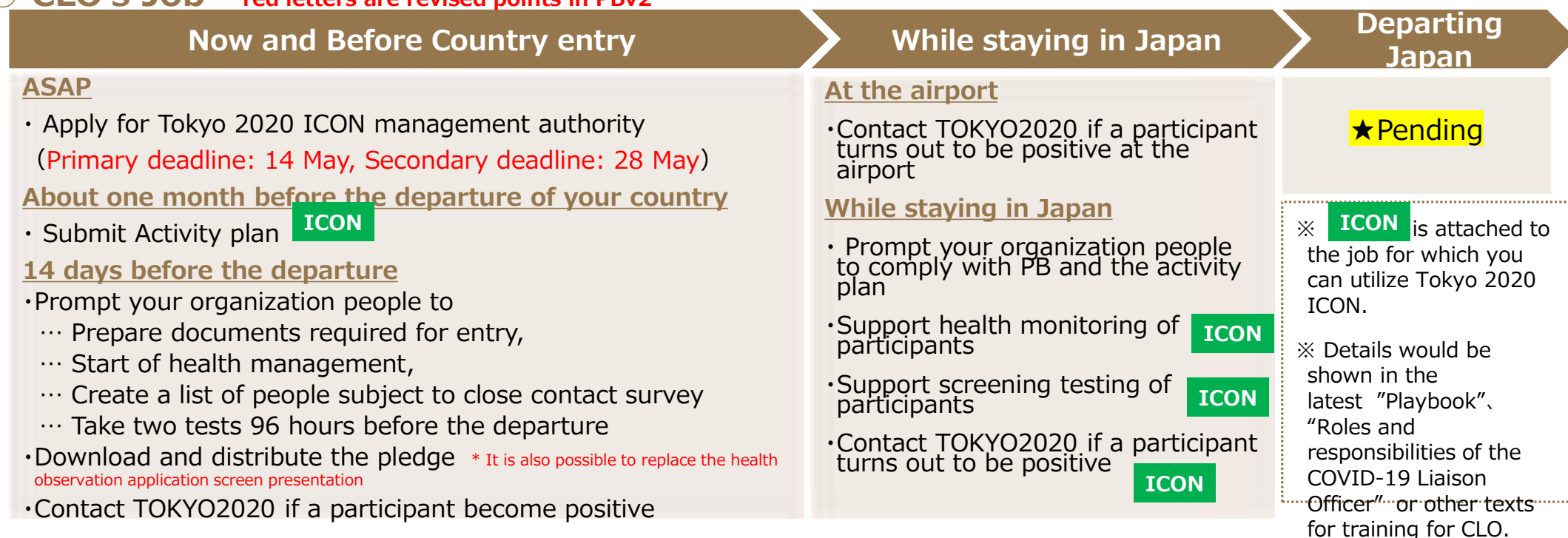


# COVID-19 Liaison Officer (Generic explanation)

## ○ COVID-19 Liaison Officer (CLO) 's Job description

- Contact with IOC / IPC, Tokyo 2020, and Japanese health authorities for all matters related to the new coronavirus
- Supports immigration procedures and health management of people of CLO's organization
- ※Details are provided in "Roles and Responsibilities of the COVID-19 Liaison Officer" (Job Description) and Playbook

## ○ CLO's Job \*red letters are revised points in PBv2



# COVID-19 Liaison Officer (Generic explanation)

## ○ **FAQ about CLO**

- As a general rule, all responsible organizations participating in the competition must appoint a CLO. \*CLO is one person in each organization
- CLO may appoint assistants for supervisory as needed. \* No limit of numbers for assistants
- In the case of a one-person organization, the person is the CLO
- CLO or supervisory assistant must also stay in Japan while participants are in Japan.

## ○ **Relationship with TOKYO2020 (Relevant FA), support system**

- FAs of TOKYO 2020 will support the CLO operations.
- Details will be provided by SH group basis

# Timeline (generic)

## ○Application deadline for CLO & ICON authorized user

- Primary deadline : 14 May
- Secondary deadline: 28 May

✂Please note that there is a certain period of lag between the registration of the deadline and the availability of ICON

✂Submit the list of potential authorized users to the FA. Regarding details, including the submission process, you need to consult with the relevant FAs.

## ○Regarding CLO training

- Training will be provided in accordance with the actual situation of each S H group. Details will be provided by the relevant FAs

# WHAT'S NEW IN PLAYBOOKS V2 VENUE-BASED COUNTERMEASURES



## Key updates:

- General principles that apply to sport and venue operations at the Games
- Enables physical distancing and hygiene countermeasures (ie. wearing masks, proper ventilation, disinfecting equipment, etc) before, during and after competition
- Venue-based countermeasures will be applied to separation of flows between athletes and others, various areas in the venues including general public areas and isolation spaces



• Further information on venue based countermeasures will be available within individual venue operating plans.

# BEYOND PLAYBOOKS V2 KEY PRIORITIES

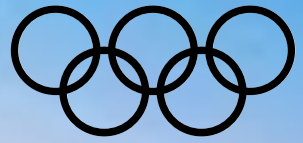


- **Playbook V3 content:**
  - Testing:
    - Stakeholders screening testing
    - Pre-departure from Japan screening
    - Temperature screening
- **CLO training and support**
- **Operational readiness exercises – with particular focus on cyber security risks**





# WHAT THE PRESS SHOULD KNOW



Lucia MONTANARELLA , IOC Associate Director Olympic Games Media Operations

NISHIMURA Ryo, Tokyo 2020 Senior Director Press Operations





# WHAT THE PRESS SHOULD KNOW MEDIA TRANSPORT



## Key updates:

Due to the limitation of public transport usage for your first 14 days in Japan, media transport services will include:

- **Arrivals and Departures (AND):** Combination of dedicated buses, dedicated vehicles and existing TM routes
- **Media Transport System (TM):** TM bus service between the MPC, the competition venues and MTP. Chartered taxis to support transportation to Official Games destinations which were planned to be serviced by public transport.
- **Inter-cities transport:** in the first 14 days in Japan, dedicated seats will need to be taken in planes and bullet trains. Tokyo 2020 will manage such reservations. Some destinations will be serviced by chartered buses instead of trains
- **TP card will be distributed to Media 14 days after entering Japan, and public transport can be used**
- **The Media Transport Guide reflecting all Games times transport services will be published by the end of May.**

# WHAT THE PRESS SHOULD KNOW ADVANCED VENUE BOOKING SYSTEM



## Key updates:

- Requests will be approved in accordance with the venue capacity for the different press and photo areas.
- Requests can be made **by venue, day and (where applicable) session.**
- Access will be granted via accreditation number only to those with E-accreditation (excluding ET and Ec)
- Every day an E accredited individual can book **up to 10 sessions.**
- The advanced venue booking system will be open for requests on **15 July 2021.**
- More details about the advanced venue booking system will be in the final version of the Playbook.
- For **High Demand Events** booking will not be required and access will be granted by a ticket. Tickets will be distributed by the IOC Ticketing Office.



# WHAT THE PRESS SHOULD KNOW PRESS CONFERENCES

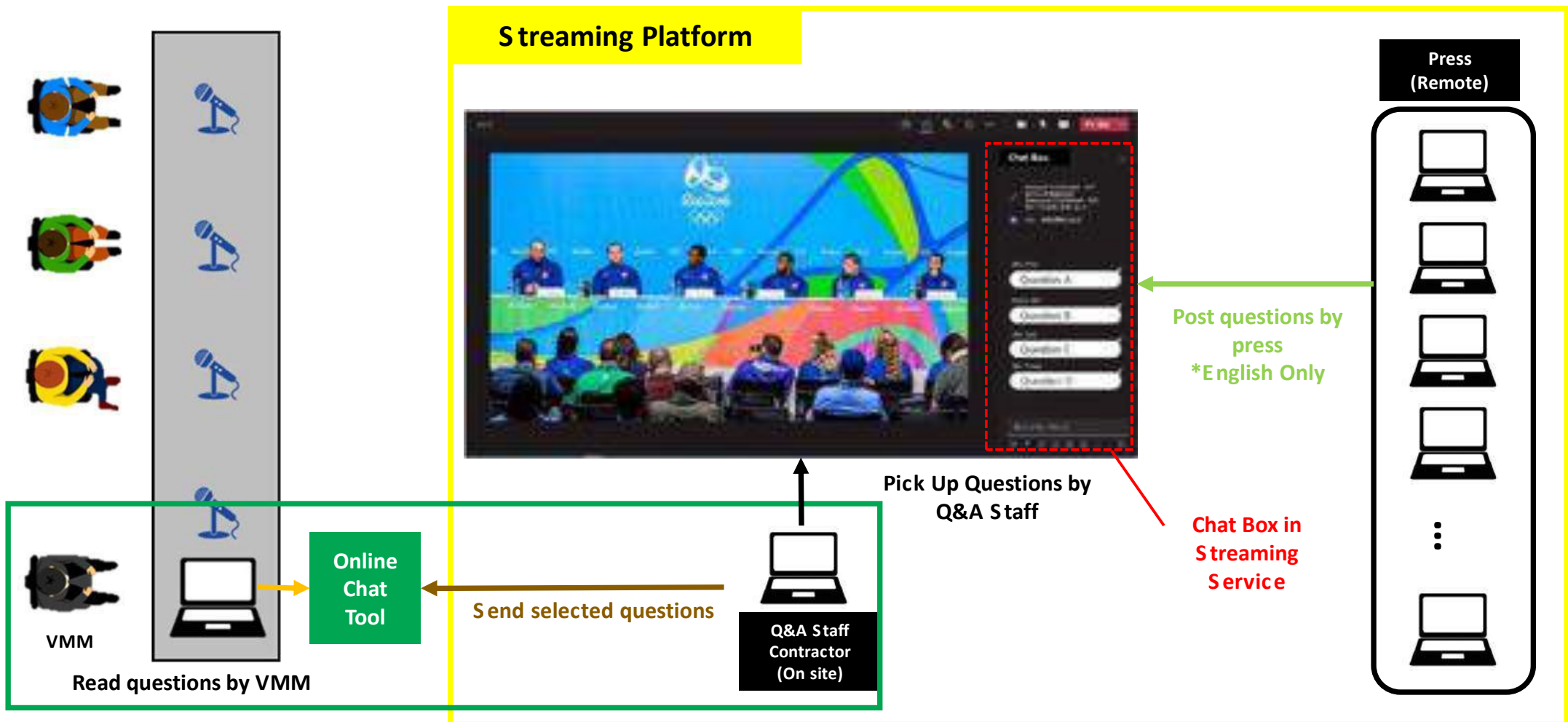


## Key updates:

- All press conferences will be made **available online** via a dedicated platform. Live Q&A will be also managed for the Olympic Games (English only). For the Paralympic Games only those held in the main conference room at the MPC will be online with live Q&A.
- The daily IOC/Tokyo 2020 press briefings at the MPC and all medal events press conferences will be available in different languages and **streamed live on the Info system**.
- The feed will be archived in the system for 'on demand' consumption and the file will be **downloadable** in the original language.
- Media can attend in person at the venue although the number of individuals allowed in the room will be reduced due to COVID19 countermeasures.



# QUESTION & ANSWER OPERATION



# WHAT THE PRESS SHOULD KNOW ATHLETE INTERVIEWS



## Key updates:

- Athletes can be interviewed in the mixed zones where **physical distancing** (2 metres) between athletes and press should be maintained at all times.
- Due to space limitations in some venues, access to the mixed zone will be managed via an additional **Supplementary Access Devices**.
- Athletes will be able to conduct interviews and press conferences at the **MPC** if a dedicated vehicle, compliant with COVID-19 countermeasures, is available for them to travel in.
- Athlete interviews can also be conducted in the **dedicated mixed zone** of the Olympic and Paralympic Village Plaza. These will have to be pre-booked.
- NOC Press Attachés to book access to the mixed zone via the Venue Media Manager at the Village once interview confirmed with a press representative.



# WHAT THE PRESS SHOULD KNOW MAIN PRESS CENTRE (MPC)



## Key updates:

- The advance venue booking process do not apply to the MPC.
- Organisations with a private office at the MPC will always be allowed to access their office. **Physical distancing** and **good hygiene measures** to be respected within the private offices.
- The MPC working areas will also be impacted by some reductions to allow for physical distancing and will be available on a **first come, first serve basis**.
- Access to **food services** at the MPC will be guaranteed for 24 hours starting from 23 July for the Olympic Games.
- Operating hours for the Paralympic Games to be confirmed.
- **Guest passes** will only be issued for proven **operational needs**, and the number of guest passes per day will be significantly reduced compared to past Games.





# WHAT THE PRESS SHOULD KNOW ACCESS TO MYINFO



## Key updates:

- Press with an accreditation card will automatically be granted **myInfo access** and will be able to use it by entering their accreditation number to log in.
- Members of the accredited Press who will **not be travelling to Tokyo** can request an access token to myInfo from their country of residence.
- **Requests** for remote myInfo access should be sent to: [pressservices@tokyo2020.jp](mailto:pressservices@tokyo2020.jp) .



# IMPORTANT NOTICE FOR ALL ACCREDITED PRESS



## **ADS (Arrivals and Departures System)**

- Details on flight schedules must be submitted for entry into Japan.
- Please enter information into the ADS or submit spreadsheet promptly.

## **Entry before July 1**

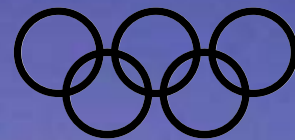
- Accredited press planning to arrive in Tokyo before 1 July 2021 must consult with Tokyo 2020 immediately since different entry procedures will apply.

## **CLO (COVID-19 Liaison Officer) Appointment**

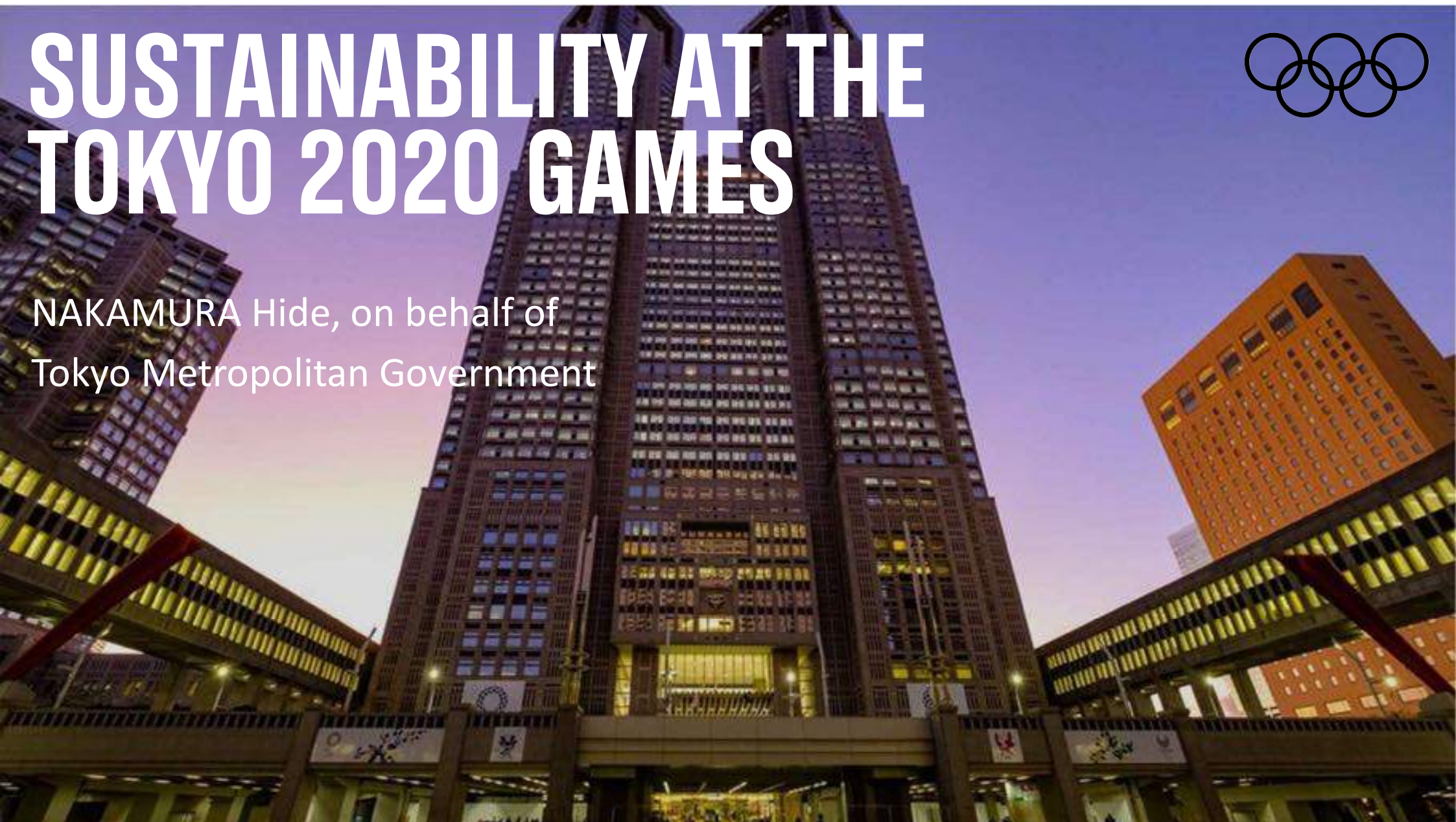
- If you have not appointed your CLO please do so immediately. Refer to the Tokyo 2020 Press Operations Extranet for the CLO job description.



# SUSTAINABILITY AT THE TOKYO 2020 GAMES



NAKAMURA Hide, on behalf of  
Tokyo Metropolitan Government



## Sustainability at the Tokyo 2020 Games

---

### Our Decision

- Core values of the Games following postponement (June 2020)
    - The essence of the Olympic Games is sport, athletes and the power of the world coming together as one.
    - Tokyo 2020 is focused on athletes, **sustainable development**, recovery, reconstruction and the power of sports to help communities find a better future.
    - These core pillars will be the framework for organising Tokyo 2020 in 2021.
- The Tokyo 2020 Games will take the lead in fulfilling its responsibility to solve issues for a **sustainable society** through sport.

### The Sustainability Concept of the Tokyo 2020 Games "Be better, together"

Tokyo 2020 set the sustainability concept of the Games as "Be better, together - For the planet and the people." We will take the initiative to meet its responsibility to deliver sustainable Games. The Tokyo 2020 Games set five main sustainability themes and is working on in preparations for and operations of the Games.

①Climate Change ②Resource Management ③Natural Environment and Biodiversity ④Human Rights, Labour and Fair Business Practices ⑤Involvement, Cooperation and Communications (Engagement)



## Sustainability at the Tokyo 2020 Games

---

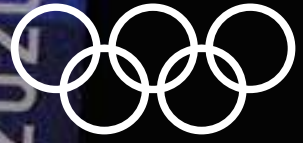
### Specific Initiatives for the Tokyo Games

- Electricity used in competition venues, the IBC/MPC and the Olympic/Paralympic Village is 100% renewable electricity.
- About 500 hydrogen-powered fuel cell vehicles will be used to transport Games stakeholders. Hydrogen is also used to power both the Olympic and Paralympic Cauldrons in Tokyo and the Torch during part of its journey through Japan for the Olympic Torch Relay.
- Approximately 5,000 medals to be awarded to athletes are made entirely from recycled metals. 100 percent of the metals required were extracted from small electronic devices such as mobile phones contributed by people from all over Japan.

### What stakeholders can do for a sustainable Games

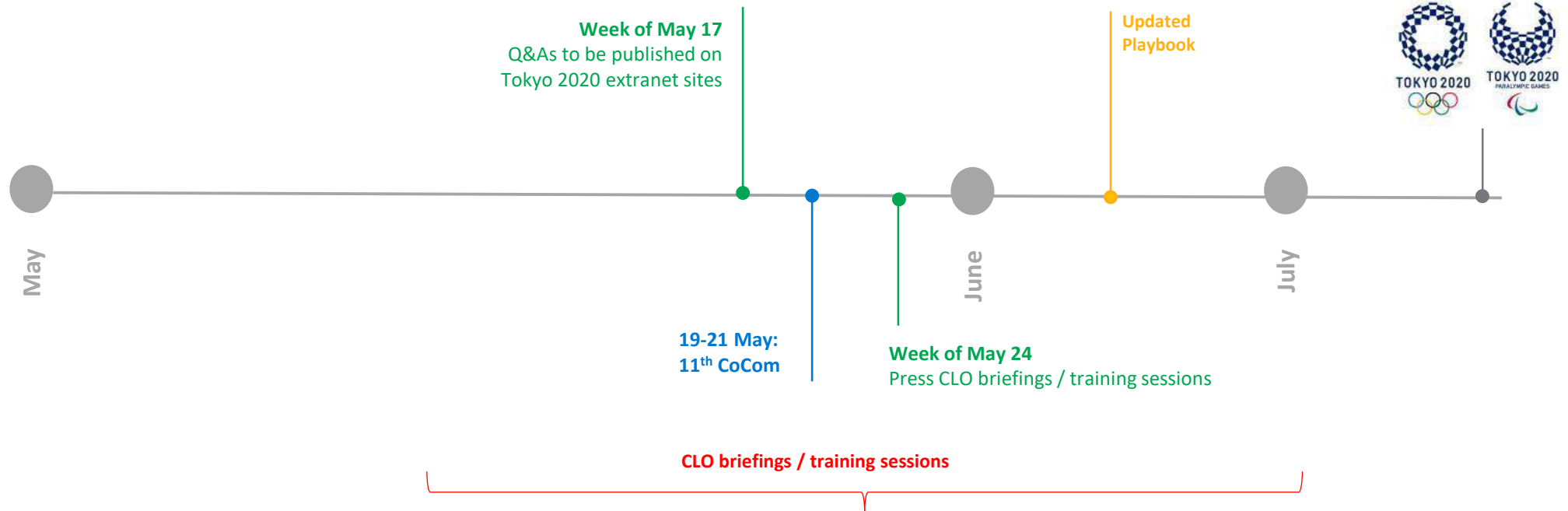
- Tokyo 2020 appreciates your cooperation, for example, in turning off lights when leaving a room, and the engine while the vehicle is parked or stopped or in promoting diversity and inclusion within your teams and at Tokyo 2020 venues.
- Tokyo 2020 aims to recycle resources thoroughly, with the aim of “zero waste”. Garbage bins will be provided to allow waste separation at venues. Tokyo 2020 will promote waste separation to maximise the recycling of resources. Leave no leftover food, do not waste water and bring your own eco bag, in the true Japanese *mottainai* spirit.
- You are advised that it is prohibited and may put yourself at risk to be penalised by relevant laws of Japan or your home country/region to bring items such as ivory whose international trade is regulated for biodiversity conservation out of Japan.

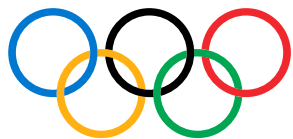
# QUESTIONS AND ANSWERS





# NEXT STEPS





International  
Olympic  
Committee

# THANK YOU

This presentation and/or the content herein included,  
is owned by or has been authorised to, the International  
Olympic Committee ("IOC"). Any use is limited to the context  
it was given by the IOC and for the purpose of  
that context. © International Olympic Committee.