

Appendix 2
IOC meeting room and office spaces requirements and operation dates

		August 2019		September 2019														
		31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
		September 2019																
		7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	
min sqm																		
IOC Executive Board room	250				LOC setup	IOC setup	EB Rehearsal										Clear by 12:00 / dismantle	Dismantle
IOC Session room (incl. IOC AV Production Centre)	2000 min 8m height		LOC setup	IOC setup			Technical Rehearsal	Final setup	Final setup	IOC Rehearsal	IOC Rehearsal						Dismantle	
Candidate City presentation and announcement Ceremony room	2000 min 8m height		LOC setup	IOC setup		Technical Rehearsal	Final setup	CC video transfer	CC rehearsals	CC dress rehearsals	OBS dress rehearsal	CC presentations announcement					Clear by 12:00 / dismantle	Dismantle
Opening ceremony of the 132nd IOC Session										Rehearsals	Rehearsals and ceremony							
Candidate cities' Holding Area (Green room)	80											LOC setup		Dismantle				
Accreditation Centre			LOC setup	IOC setup		Starting day											Clear by 12:00 / dismantle	Dismantle
International Broadcaster Centre (IBC)	1000		LOC setup	IOC setup		Starting day											Clear by 18:00	Dismantle
Main Presse Centre (MPC)	1500		LOC setup	IOC setup		Starting day											Clear by 18:00	Dismantle
Press agencies (within IBC/MPC)	4 x 20		LOC setup	IOC setup													Clear by 18:00	Dismantle
Media catering area	150																	
Media live positions				LOC setup	IOC setup										Dismantle			
Stand-up positions	100																	
Media Press Briefing room	600		LOC setup	IOC setup		Starting day											Clear by 12:00 / dismantle	Dismantle
OBS office / IOC Media office at IBC/MPC	60		LOC setup	IOC setup		Starting day											Clear by 18:00	Dismantle
IOC President's office	60		LOC setup	IOC setup													Clear by 18:00	Dismantle
IOC President's Executive office	80		LOC setup	IOC setup													Clear by 18:00	Dismantle
IOC President's meeting room	60		LOC setup	IOC setup													Clear by 18:00	Dismantle
IOC President's interview room	40				LOC setup	IOC setup											Clear by 18:00	Dismantle
IOC Director General's office	70		LOC setup	IOC setup													Clear by 18:00	Dismantle
IOC Director General's Executive office	80		LOC setup	IOC setup													Clear by 18:00	Dismantle
IOC Protocol Office	50		LOC setup	IOC setup													Clear by 18:00	Dismantle
IOC Bid Coordination	50		LOC setup	IOC setup													Clear by 18:00	Dismantle
IOC Administration Office	150				LOC setup	IOC setup											Clear by 18:00	Dismantle
IOC Sports Department IOC Olympic Games Department, YOG	120				LOC setup	IOC setup											Clear by 18:00	Dismantle
IOC Accommodation, Finance and Travel Agency	80			LOC setup	IOC setup												Clear by 18:00	Dismantle
IOC Hospitality, events and logistics	200	LOC setup	IOC setup															Clear by 18:00
Freight delivery, storage and removal	200	Freight delivery																Freight departure
IOC Strategic Communications Department	100		LOC setup	IOC setup													Clear by 18:00	Dismantle
IOC Language services	40					LOC setup	IOC setup										Clear by 18:00	Dismantle
IOC Technology and Information Department	80	LOC setup	IOC setup															Clear by 18:00
IOC Legal Affairs Department	50					LOC setup	IOC setup										Clear by 18:00	Dismantle
IOC Television and Marketing Services SA	80					LOC setup	IOC setup										Clear by 18:00	Dismantle
IOC Meeting Room 1	100		LOC setup	IOC setup													Clear by 18:00	Dismantle
IOC Meeting Room 2	100		LOC setup	IOC setup													Clear by 18:00	Dismantle
Office of the IOC Ethics and Compliance	50					LOC setup	IOC setup										Clear by 18:00	Dismantle
Candidate city 1 - office	50		LOC setup	IOC setup													Clear by 14:00 / dismantle	
Candidate city 2 - office	50		LOC setup	IOC setup													Clear by 14:00 / dismantle	
Candidate city 3 - office	50		LOC setup	IOC setup													Clear by 14:00 / dismantle	
Candidate city 4 - office	50		LOC setup	IOC setup													Clear by 14:00 / dismantle	
Olympic information desk							LOC setup	IOC setup									Clear by 12:00 / dismantle	
Security room																		
Medical room																		
Parking spaces																		

Legend:	LOC setup	IOC set-up	Use	Dismantle
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This chart does not include other working areas, such as LOC offices, volunteers and drivers catering and rest area, transportation desks, etc. which should also be taken into account.