

UNITED NATIONS  NAÏIONS UNIES

ANNEX

AUDIO-VISUAL PRESENTATIONS

I. SOME EXPLANATORY NOTES

The Member States participating in HABITAT will play a major role in the Exposition aspect of the Conference through the audio-visual presentation of demonstration projects. These presentations will illustrate how specific problems have been solved through direct action. These will form a major part of the information exchange that is such an important aspect of the Conference. A brief description of how it is planned to use these presentations follows.

As a result of the preparatory work undertaken by the host Government and the Preparatory Planning Group, it has been envisaged that the main Conference sessions will be held in four halls in Vancouver. In addition to the normal equipment for translation and other services, each hall will be equipped with small television monitors within easy viewing distance of each delegation. Within the Conference complex there will be a Demonstration Centre, which will be a focal point of the Conference, and where the presentations of audio-visual demonstrations will be made. Nearby, there will be theatres and seminar rooms equipped with variations of the audio-visual facilities set up in the Demonstration Centre.

Countries will be requested to provide an audio-visual presentation for selected key issues or demonstration projects. In addition, a brief capsule version of each one will also be required.

The capsule versions are primarily for use in the conference halls, where it will be possible for a delegate to introduce an issue or project of interest by requesting that the capsule be screened on the monitors mentioned. If delegates wish to examine it in more detail, it will be possible to go the Demonstration Centre and request, at any time, the viewing of the full-scale audio-visual presentation in any of the United Nations languages. If, further, it is considered that an informal discussion or a full-scale seminar should be conducted on one or more of these projects, the venue can be transferred to a nearby theatre or meeting room, where facilities will again be provided for screening.

The audio-visual material in the Demonstration Centre will be portable, and can be used after the Conference in a variety of ways.

It is most important, if these presentations are to have greatest value, that they be developed almost as a form of teaching aid, and not as entertainment or propaganda. There should be a common format, as far as possible, which would illustrate in turn:



- The nature of the problem and the aim of the solution being demonstrated, giving whatever socio-economic factors are pertinent;
- The action taken, or being taken, to implement the solution, together with any variations that might be of interest internationally, and the cost-benefit of the solution. This would include all the resources required to effect the solutions;
- An honest evaluation of the results of the action taken, including any additional benefits or any adverse side effects that become apparent;
- Any specific recommendations that should be directed at potential users of the same solution.

In addition to the audio-visual presentation participants may, if they consider it necessary for more adequate explanation, provide documentary support such as charts, diagrams and manuals. This material will be made available in the languages supplied by the participant, at the Demonstration Centre.

To enable the physical handling of the presentations it will be necessary to request that they be made in the form of 16mm sound film, in colour or black-and-white, or 35mm colour slides with accompanying sound. Each presentation should be submitted in one of the official languages of the United Nations. More detailed technical specifications for the actual production of the film or slide presentations are included herein.

The Secretariat will undertake the production of copies of presentations in the other official United Nations languages. This will be a major undertaking, and to allow sufficient time for it to be accomplished, it will be necessary for us to have received the original films or slides and sound by the end of December 1975. Physical limitations of translation and production dictate that the total number of presentations that can be handled in this manner not exceed 200. Accordingly, we must restrict the number of presentations from any one country to three.

We would like to do all we can to ensure that the presentations are useful, and, inter alia, as comprehensive as possible. Before beginning the actual preparation of presentations, therefore, I would like to have an opportunity to review and perhaps discuss with countries the projects they would like to present. Recognizing that the preparation of a film can be a very time-consuming process, I will undertake to reply to all suggestions within sixty days of receiving them. After that consultation the proposer will have to prepare the presentation in time for the 31 December 1975 deadline.



To conclude I would like to propose below some guidelines that countries could keep in mind in selecting projects that they may want to propose.

We will be looking for presentations that are solution-oriented and present practical, operational approaches to significant human settlements problems. Research projects, models or unimplemented plans are not suitable demonstration projects. Projects should be innovative, in that they illustrate a departure from conventional practice, use new techniques or novel applications or arrangements of traditional techniques, or present a method that is little known outside the area where it is used.

If presentations are to be of significant use at the Conference, they must deal with an issue that is important to other countries in a way that might be adopted by them.

As a last point, any presentation which is proposed as a national project must be endorsed by the organization or individual formally responsible for coordinating your country's preparations for the Conference, as was requested in the Secretary-General's letter of 1 April 1974. The Conference Secretariat, however, will feel free in a limited number of cases to designate particular projects which it considers of special importance such as those of an inter-governmental or multilateral character. The Secretariat will also remain free to use projects that are endorsed by governments in other context, such as comparative film presentations which will highlight certain key issues of the Conference.