

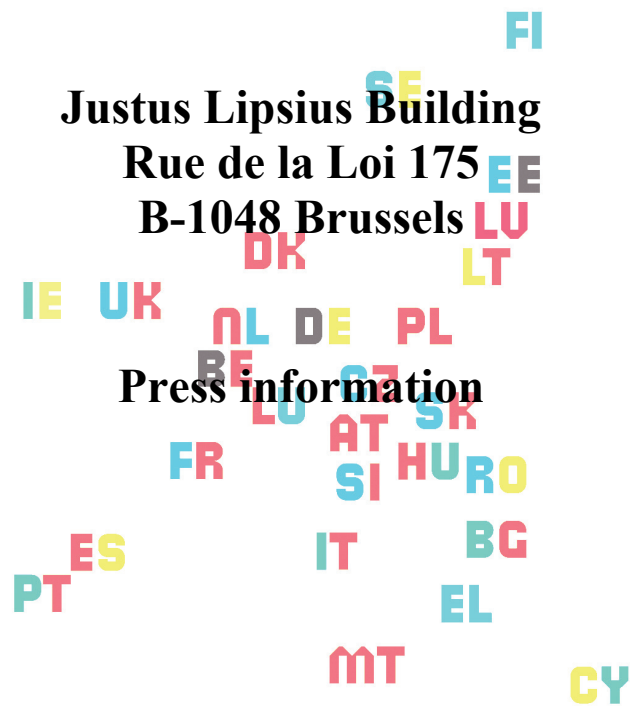
COUNCIL OF
THE EUROPEAN UNION
GENERAL SECRETARIAT

ENGLISH

EUROPEAN COUNCIL
19-20 March 2009

Justus Lipsius Building
Rue de la Loi 175
B-1048 Brussels

Press information



COUNCIL OF THE EUROPEAN UNION
GENERAL SECRETARIAT

Justus Lipsius Building

Press Office

Rue de la Loi 175

B-1048 Brussels

Tel. +32 (0)2 281 63 19 – Fax +32 (0)2 281 80 26

E-mail: press.office@consilium.europa.eu

Internet: www.consilium.europa.eu

NO-SMOKING AREA

All Council buildings including the press bar are no-smoking areas.

Please refrain from smoking except in the smokers' cabins installed on level 00, 01 and on level 02.

The prevention service, assisted if necessary by the security service, will be asked to enforce these provisions.

Thank you for your co-operation.

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PROVISIONAL MEDIA PROGRAMME*

Accreditation for the European Council meeting will be required for access to the press centre as from Thursday morning.

Thursday, 19 March 2009

Tripartite social summit

A meeting of the tripartite social summit for growth and employment (Presidency, Sweden, Spain, Commission and social partners) will be held in the morning:

- 10.30 – 12.30 Tripartite social summit for growth and employment
***Tour-de-table before the meeting
(host broadcaster + photo/TV)***
- 12.30 – 13.00 Press conference
(Press room - press centre, level 00)

Summit

- 15.15 – 16.00 Arrival of members of the European Council and delegations at the Justus Lipsius building (not in protocol order)
(VIP entrance, level 02, outside - photo/TV opportunity)

Welcome by the President of the European Council and the Czech Foreign Minister
(VIP entrance, level 02, inside - host broadcaster + photo/TV - Group A)

* Programme as drawn up on 16 March 2009 may be subject to amendment.

- 16.00 – 16.45 Meeting with the President of the European Parliament
Tour-de-table before the meeting
(host broadcaster + photo/TV - Group B)
- 16.45 – 17.00 **Family photo**
(host broadcaster + photo/TV - Group C)
- 17.15 **Press conference by the President of the European Parliament**
(Press room - press centre, level 00)
- 17.00 – 20.00 First working session of the European Council
- 20.00 – 22.00 Working dinners
- +/- 22.00 **Presidency press conference**
(Press room - press centre, level 00)
- Possible national briefings in the press centre**
-

Friday, 20 March 2009

- 09.30 - 10.00 Arrival of delegations at the Justus Lipsius building (not in protocol order)
*(VIP entrance, level 02, outside
photo/TV opportunity)*
- 10.00 - 13.00 Second working session of the European Council
***Tour-de-table before the meeting**
(host broadcaster + photo/TV - Group D)*
- +/- 13.00 **Presidency press conference**
(Press room - press centre, level 00)

National briefings in the press centre

PRACTICAL INFORMATION

1. ACCREDITATION

Journalists who were registered for the Informal meeting of 1st March are automatically registered for the European Council.
Attention: If you applied for "late accreditation" for 1st March, you must collect a new badge for the European Council of 19-20 March.

Media access to the press centre or to any other place where European Council activities take place with media coverage will be granted only to duly accredited persons. Official accreditation and personal identity documents must be carried at all times.

Accreditation badges are strictly personal and must be worn visibly during the European Council meeting. They give access to the press centre only (yellow zone of the building). The Security Office (tel. +32 (0)2 281 78 51) must be notified immediately of any loss.

Accreditation badges must be collected in person from the **LEX building, rue de la Loi 145, Brussels:**

- Tuesday 17 March 2009
09.30 – 13.00 and 14.00 – 17.00
- Wednesday 18 March 2009
09.30 – 13.00 and 14.00 – 19.00
- Thursday 19 March 2009
09.00 – 20.00
- Friday 20 March 2009
08.30 – final press conference

When you collect your identification badge, you must present **all of the following:**

- your valid passport (or if you are a national of a Member State of the European Union, an EFTA country or an EEA country, your valid national identity card),
- your valid press card (or if you are a media representative from a country which does not issue press cards, the **ORIGINAL** of a letter (faxes will not be accepted), signed by the editor in chief of your media organisation, specifying your professional status),
- **for media representatives of Belgian nationality or registered as resident in Belgium:**
the original copy of your application for security clearance signed by yourself.

If you cannot produce these documents no accreditation badge will be issued.

LATE ACCREDITATION

Those whose on-line applications have been rejected for technical reasons, or who have not applied by the deadline (**12.00 on 11 March 2009**), must follow the late accreditation procedure and will not be able to have their badges collected as part of a group.

The following documents are required:

- A. Journalists and technicians **already accredited to the European Institutions:**
- 1) your interinstitutional press card delivered by the Commission, and
 - 2) your valid passport (or if you are a national of a Member State of the European Union, an EFTA country or an EEA country, your valid national identity card), and
 - 3) **for media representatives of Belgian nationality or registered as resident in Belgium:** the original copy of your application for security clearance signed by yourself.
- B. Other cases:
- 1) your valid passport (or if you are a national of a Member State of the European Union, an EFTA country or an EEA country, your valid national identity card) **and**

- 2) your valid press card (or if you are a media representative from a country which does not issue press cards, the **ORIGINAL** of a letter (faxes will not be accepted), dated less than 7 days before the meeting and signed by the editor in chief of your media organisation, specifying your professional status).
(see model attached to the information note on the procedure for late accreditation – **www.consilium.europa.eu/eucouncil-cz-accreditation**) and

- 3) **for media representatives of Belgian nationality or registered as resident in Belgium:** the original copy of your application for security clearance signed by yourself.

We regret that for security reasons journalists not in possession of these documents cannot be accredited.

Journalists seeking late accreditation **must be prepared to wait** in order to allow for full verification of the documents presented.

2. SECURITY CORDON AROUND THE JUSTUS LIPSIUS BUILDING

The Belgian federal police will establish a security cordon around the Justus Lipsius building (see website www.polbru.be) and will refuse access to anyone arriving without an accreditation badge and identity document.

The security cordon will be set up on 19 March at 13.45 and will remain in place for the entire duration of the European Council meeting.

To allow movement in and out of the security cordon, checkpoints will be set up at the following access points:

Vehicles:

- Rue Archimède/Rond-Point Schuman
- Avenue d'Auderghem/Rond-Point Schuman

Pedestrians:

- Avenue d'Auderghem/Rond-Point Schuman
- Rue Archimède/Rond-Point Schuman
- Avenue de Cortenbergh/Rond-Point Schuman
- Rue de la Loi at the entrances to Schuman metro station at Résidence Palace and Boulevard Charlemagne
- Rue Froissart / Rue Juste Lipse

The security cordon will be lifted when the European Council ends and all Heads of State or Government have left.

Access to the building and to the press centre

Access will be through the main entrance, 175 rue de la Loi, on presentation of the nominative accreditation badge and proof of identity. Everyone entering the building by this route will undergo a security check.

Parking

In no circumstances will journalists be able to park their vehicles inside the security cordon (except for satellite vehicles).

Passes for satellite vehicles / booking of stand-up positions

Passes for satellite vehicles giving access to the reserved parking spaces within the security cordon, on Rue de la Loi in front of the Justus Lipsius building, will be issued by the Council's press office.

Live stand-up positions will be either on a platform in front of the main entrance on rue de la Loi for external views, or in the courtyard (mezzanine). Please state your choice when reserving your position(s).

Contact person:

Valerie GOLDSMITH:

tel. +32 (0)2 281 89 69

mobile +32 (0) 476 76 21 56

presse.standup@consilium.europa.eu

Public transport

Metro - Schuman station:

Schuman station (metro and rail) will stay open, but with access only through the Rue de la Loi/ Residence Palace, Rue de la Loi/Boulevard Charlemagne et Chaussée d'Etterbeek entrances.

For more information: www.stib.be

Trains:

Train information (SNCB): +32 (0)2 528 28 28 or
www.b-rail.be

Taxis:

Taxi ranks will be situated at the corner of rue de la Loi and Boulevard Charlemagne (approx. 100 m from the entrance to the Justus Lipsius building), and at the crossroad of rue Franklin and rue Archimède (behind the Berlaymont building).

3. PRESS CENTRE

In addition to the usual press areas, the press centre will be installed in the courtyard and on levels 20 and 35 of the Justus Lipsius building.

Levels 20 and 35 can be reached by two lifts D accessible **via level 00**, or by the staircase from level 00 next to the press bar (please follow the signs, see attached plans).

NB: For security reasons, the press centre must close at 19.30 on Wednesday 18 March 2009. It will open **at 07.00 on Thursday 19 March 2009** and will remain open until the end of the European Council.

The media may unload and install technical equipment inside the building on **Wednesday 18 March only between 07.00 and 17.00.**

The equipment must be removed:

- either on **Friday 20 March**, after the security perimeter has been lifted (to be confirmed in the light of the duration of the European Council);
- or on **Saturday 21 March** between 08.00 and 18.00 via the Etterbeek entrance.

Contact person:

Antonio FERNÁNDEZ GÓMEZ
Tel.: +32 (0)2 281 64 52
presse.dechargement@consilium.europa.eu

PRESS INFORMATION POINTS *

Press Office: tel. 6319 / 8399, fax 8026

Nicolas KERLEROUX +32 (0)475 36 96 76

Margarete GILOT-KÖHLER +32 (0)475 36 96 64

Valerie GOLDSMITH +32 (0)476 76 21 56

Spokesperson for SG/HR Javier SOLANA:

tel.: 5150 / 5151, fax 5694

Cristina GALLACH +32 (0)476 93 64 26

Enquiry/technical assistance points:

level 35: opposite the lifts – tel. 9032, fax 8467

level 20: opposite the lifts – tel. 9038, fax 8468

level 00: at the main entrance to the building –
tel. 6161 / 6610 / 7710 / 8399, fax 6929

Atrium: tel. 5192 / 5292

level 02: tel. 5116 / 5117, fax 5118

* The numbers given are internal to the Justus Lipsius building.
To call an internal number from outside, first dial +32 (0)2 281.

4. AUDIOVISUAL FACILITIES

The European Broadcasting Union (EBU – UER) provides technical services such as distribution of signals and multilateral and unilateral transmissions, and reservation of editing rooms.

Television/radio editing rooms are installed mainly on levels 01 and 02 of the press centre. The editing rooms on level 35 are located in the interpreters' booths in rooms 35.1, 35.2 and 35.3. These rooms will be allocated when levels 01 and 02 are full in order of receipt of requests. Each room is equipped with a TV, a telephone (analogue line) and an ISDN line, and can receive the television signal from the host broadcaster.

Video coverage is provided by the Council's host broadcaster. Europe by Satellite (EBS) also covers the European Council, including live coverage of all press conferences held in the main press room. The timetable of transmissions, which is continuously updated, can be consulted on the Europa site at:
www.ec.europa.eu/avservices/ebs/schedule.cfm

CONTACT PERSONS:

Council Audiovisual Advisor

Isabelle BRUSSELMANS

Tel. +32 (0)2 281 57 13, GSM +32 (0)475 75 34 06

isabelle.brusselmans@consilium.europa.eu

Council Host Broadcaster

Philip DECLERCQ

GSM +32 (0)475 26 07 96

info@krenotec.be

Commission Audiovisual Service (EBS)

News desk, +32 (0)2 296 41 06

EBU/UER:

Television: Dounia WOLTECHE
mobile: +32 (0)474 67 39 11
e-mail: bookings@eurovision.net

Radio: Audrey PLAT
Radio News Coordinator
Tel.: +41 (0)22 717 26 24
Fax: +41 (0)22 747 46 24
Mobile: +41 (0)79 832 42 29
e-mail: plat@ebu.ch

Matrix:

Contact person for connections/cabling:
Wim MINTEN
mobile: +32 (0) 473 76 79 71
wilhelmus.minten@consilium.europa.eu

Radio and TV Studios:

Subject to availability, the Council radio and TV studios can be reserved by radio and TV stations for interviews with members of the delegations participating in the meeting. Conditions of use can be found on line at: www.consilium.europa.eu/studioTV.

For reservations please contact:

Isabelle BRUSSELMANS
Tel.: +32 (0)2 281 57 13
Fax: +32 (0)2 281 80 26
Mobile: +32 (0)475 75 34 06
reservations.tvstudio@consilium.europa.eu
isabelle.brusselmans@consilium.europa.eu

5. WRITTEN MEDIA/PRESS AGENCIES

About 1.360 workstations, equipped with telephone and connection for analogue and/or digital modems, and a power supply, are situated as follows:

- level 02: ± 460 workstations (420 analogue and 40 analogue and digital)
- level 01: ± 50 workstations (analogue and digital)
- level 00: ± 250 workstations analogue (RJ11)
- level 00 (Atrium): ± 600 analogue workstations, 140 of which are also equipped with digital/ISDN (situated to the left of the main entrance, Rue de la Loi).

On level 00, 01 and 02 it is possible to connect PCs to the Internet using a **wireless connection** (IEEE 802.11a/b).

Please note that in the courtyard, the bandwidth capacity of the wifi only permits 300 simultaneous connections.

Only a limited number of internet cables will be available for journalists, in case of problems with the wifi system. Please therefore bring your own PC cable.

It should be noted that **no PCs are installed** and that workstations in rooms A, B and C (level 00) are only fitted with an analogue modem connection (RJ11).

Press agency offices are available on level 02.

Also available:

- fax machines
- photocopiers
- lockers

Reservation of work places for journalists:

The press office does not reserve work spaces. Media representatives who reserve work spaces are requested to indicate **their name and the name of the media**.

Priority for the 140 workspaces in the atrium equipped with ISDN lines should be given to the media reliant on these lines.

However, reserved spaces not occupied at the beginning of the European Council meeting may be taken by others.

6. CLOSED-CIRCUIT TELEVISION

Closed-circuit television carrying host broadcaster pictures and messages will be in operation throughout the press centre.

Number to call to broadcast messages:

+32 (0)2 281 9000

7. PHOTO / TELEVISION GROUPS

19 March 2009:

Summit:

- *Arrivals*
VIP entrance – outdoor photo/TV opportunities
- *Arrivals*
VIP entrance indoors – **group A**
- *Tour-de-Table before the meeting*
Meeting room – **group B**
- *Family photo* – **group C**

20 March 2009:

- *Arrivals*
VIP entrance – outdoor photo/TV opportunities
- *Tour-de-Table before the meeting*
Meeting room – **group D**

For arrivals at the VIP entrance, **outdoor** photo/TV coverage will be free, on a "first come, first served" basis.

The press attachés of the Member States will be responsible for assigning group cards for the arrivals (inside), "tour de table" and the family photo. The cards will be distributed by the Council's press office, 10.BD.53, on:

- **Wednesday 18 March (15.00 - 17.00) and**
- **Thursday 19 March (9.00 - 12.00 and 14.00 - 18.00).**

Please note that all the images from the host broadcaster are at your disposal. For further information, please contact EBU (see contact persons page 19).

The meeting point for events covered by pools **will be 45 minutes before the event in the main entrance hall.**

Photograph service

A selection of photographs taken by Council and Commission photographers will be published on their respective websites:
www.consilium.europa.eu/photographic_library
www.ec.europa.eu/avservices/home/index_en.cfm

The high-resolution photographs taken by the Council photographers will be available free of charge (provided the copyright "Council of the European Union" is mentioned).

8. EU COUNCIL INTERNET SITE
www.consilium.europa.eu

The Council's website provides information on proceedings of the Council of the European Union and the activities of Mr Solana, High Representative for the CFSP.

A heading "European Council" on the home page provides links to various documents for the press (annotated draft agenda, information sheets, technical information, etc.); this information will be updated during the course of the European Council. At the end of the European Council proceedings, the Presidency conclusions will be available in all official languages.

You can follow certain sequences of the European Council (arrivals, tour-de-table, family photo and Presidency press conferences) via video streaming on your webpage:
video.consilium.europa.eu

9. CZECH PRESIDENCY INTERNET SITE -
www.eu2009.cz

The Czech Presidency's web site makes available press releases and documents relating to matters discussed by the European Council, Presidency declarations and a daily selection of topical news items. Documentation can be found on all topics dealt with during the six months of the Czech Presidency as well as information concerning Community policies. The web site also provides a comprehensive calendar of meetings which is updated regularly.

10. PRESS CONFERENCES

The Presidency and the President of the Commission, as well as the President of the European Parliament, will hold their press conferences in the press conference room on level 00 (ground floor).

National press briefings will take place in the relevant briefing rooms (see overleaf).

Press conferences and national press briefings will be announced over the closed-circuit television system.

Frequencies used by the Council

To avoid interference, in particular during press conferences, please do not use the following frequencies :

- **522,725 Mhz**
- **534,750 Mhz**
- **536,500 Mhz**
- **541,300 Mhz**

11. BRIEFING ROOMS *

Level 35 (access by lift bank D on level 00 and by the stairs)

35.1	Finland	tel. 8237
35.2	Sweden	tel. 8244
35.3	Denmark	tel. 8274
35.6	Poland	tel. 9111
35.7	Belgium	tel. 8046
35.8	Portugal	tel. 8035

Level 20 (access by lift bank D on level 00 and by the stairs)

20.1	Greece	tel. 9083
20.2	Ireland	tel. 9080
20.3	Slovenia	tel. 9085
20.4	Germany	tel. 9343
20.45	France	tel. 9748
20.5	United Kingdom	tel. 6997
20.6	Austria	tel. 9108
20.7	Hungary	tel. 9076

Level 00

Press room Presidency tel. 9898
(The Council's main press room will be used by the Presidency, the President of the Commission and the HR/SG for the CFSP, as well as by the President of the European Parliament).

Level 01

BD 11	Luxembourg	tel. 5174
BD 17	Lithuania	tel. 5111
BD 21	Italy	tel. 8223
BD 25	Spain	tel. 5176
BD 27	Slovakia	tel. 9875
BD 41	Netherlands	tel. 9850
BD 51	Romania	tel. 9849
BD 57	Latvia	tel. 9874
BD 63	Malta	tel. 9873
BD 69	Cyprus	tel. 9846
BD 75	Bulgaria	tel. 9871
BD 77	Estonia	tel. 9870

* The numbers shown are internal to the Justus Lipsius building. To call an internal number from outside, first dial +32 (0)2 281.

COMMISSION

- office, level 70: tel. 6366; fax 6252
- Press centre: level 02, room BD 77

Spokesman: Johannes LAITENBERGER

- e-mail: Johannes.Laitenberger@ec.europa.eu
- contact: +32 (0)2 296 57 45

EUROPEAN PARLIAMENT

- office, level 70: tel. 5448 / 7929; fax 9890
- Press centre: level 02, room CD 54
(near VIP entrance)

Spokesperson of the President: Katrin RUHRMANN

- e-mail: katrin.ruhrmann@europarl.europa.eu
- contact: +32 (0)2 284 25 73 / +32 (0)475 49 33 57

Director for media: Jaume DUCH

- e-mail: jaume.duch@europarl.europa.eu
- contact: +32 (0)2 284 30 00 / +32 (0)496 59 94 76

12.1) MEMBER STATES DELEGATIONS' OFFICES

<u>DELEGATION</u>	<u>Tel.</u>	<u>Fax</u>	<u>e-mail</u>
BELGIUM	2816360	2817815	delegation.be@consilium.europa.eu
BULGARIA	2814334	2814333	delegation.bg@consilium.europa.eu
CZECH REP.	2814304	2814303	delegation.cz@consilium.europa.eu
DENMARK	2816368	2818464	danrep.just@eurep-denmark.be
GERMANY	2816371	2816367	delegation.de@consilium.europa.eu
ESTONIA	2814337	2814336	delegation.ee@consilium.europa.eu
IRELAND	2816379	2302288	delegation.ie@consilium.europa.eu
GREECE	2816345	2818278	delegation.gr@consilium.europa.eu
SPAIN	2816169	2819817	delegation.es@consilium.europa.eu
FRANCE	2816262	2817886	delegation.fr@consilium.europa.eu
ITALY	2816792	2817494	delegation.it@consilium.europa.eu
CYPRUS	2814322	2814321	delegation.cy@consilium.europa.eu
LATVIA	2814316	2814315	delegation.lv@consilium.europa.eu
LITHUANIA	2814325	2814324	delegation.lt@consilium.europa.eu
LUXEMBOURG	2816364	2817389	delegation.lu@consilium.europa.eu
HUNGARY	2814313	2814312	delegation.hu@consilium.europa.eu
MALTA	2814319	2814318	delegation.mt@consilium.europa.eu
NETHERLANDS	2816375	2816069	bre-locaraad@minbuza.nl
AUSTRIA	2818397	2818513	delegation.at@consilium.europa.eu
POLAND	2814301	2814300	delegation.pl@consilium.europa.eu
PORTUGAL	2816164	2818119	aif@reper-portugal.be
ROMANIA	2814331	2814330	delegation.ro@consilium.europa.eu
SLOVENIA	2814307	2814306	delegation.si@consilium.europa.eu
SLOVAKIA	2814310	2814309	delegation.sk@consilium.europa.eu
FINLAND	2818621	2818512	delegation.fi@consilium.europa.eu
SWEDEN	2818392	2818511	monica.lindstrom@foreign. ministry.se
UNITED KINGDOM	2816277	2817541	delegation.gb@consilium.europa.eu

* To call these numbers from outside, first dial +32 (0)2. For an internal call use the last 4 digits only.

12.2) MEMBER STATES PRESS SPOKESPERSONS

<u>DÉLÉGATION</u>		<u>GSM / Tél.</u>
AUSTRIA	Alexander PAIER Sonja ROSENBERGER	0475 65 17 13 0477 33 34 25
BELGIUM	Bart OUVRY François DELHAYE	0477 40 32 12 0475 72 76 35
BULGARIA	Betina JOTEVA	0497 24 17 48
CYPRUS	Maria PHANTI	0474 33 33 72
CZECH REPUBLIC	Jan SLIVA Radek HONZAK	0475 73 42 63 0475 73 40 18
DENMARK	Klaus WERNER	0475 60 38 19
ESTONIA	Marika POST	0474 98 16 57
FINLAND	Jussi SEPPÄLÄ	02 287 84 72
FRANCE	Marine DE CARNÉ Philippe RAY Michèle-Ann OKOLOTOWICZ	0475 57 90 95 0478 88 29 35 0476 76 08 20
GERMANY	Ricklef BEUTIN Martin KOTTHAUS	0476 76 06 75 0475 45 39 27
GREECE	Konstantinos PAPPAS Dimitri BAKOULIS	0473 51 40 34 0479 76 38 78
HUNGARY	Júlia MÁNYIK Zsófia ZALAI-ZEMPLÉNI	0478 79 78 36 0473 79 33 71
IRELAND	Elaine DALTON Deirdre FARRELL	02 282 32 45 0499 58 53 00
ITALY	Marco CANAPARO	0497 65 67 55
LATVIA	Inese ALLIKA	0473 75 64 28
LITHUANIA	Jurgita APANAVIČIŪTĖ	0477 70 15 28
LUXEMBOURG	secretariat@mae-etat.lu	+352 (0)27375600
MALTA	Ian GALEA	0498 14 38 86
NETHERLANDS	Jan Willem BEAUJEAN	0475 66 92 52
POLAND	Kacper CHMIELEWSKI Renata BANCARZEWSKA	0473 55 30 74 0473 74 02 47
PORTUGAL	Maria RUI	0478 27 02 24
ROMANIA	Brindusa CHIRIBUTA	0475 65 13 00
SLOVAKIA	Zuzana DUTKOVA	0479 39 74 88
SLOVENIA	Maja KOCIJANČIČ Dragan BARBUTOVSKI	0499 69 67 34 0499 69 67 31
SPAIN	Ana DE MIGUEL LANGA Beatriz MONGE MORENO	0476 46 07 23 0479 95 12 21
SWEDEN	Elisabeth DAHLEN JONSON Thomas LINDBLOM	0476 50 50 22 0475 24 56 60
UNITED KINGDOM	Helen BOWER Delyth EVANS	0498 16 90 49 0486 09 00 32

13. MEDICAL FACILITIES

A doctor and a nurse from the Council's medical service will be present in the building throughout the meeting. **In case of emergency, please dial the number 2000 from an internal telephone.**

14. RESTAURANT FACILITIES

The press bar (level 00, press centre) will be open on Thursday 19 March 2009 from 08.30 and on Friday 20 March 2009 from 08.00 onwards until the end of the meeting. Food and non-alcoholic drinks will be offered by the Presidency free of charge.

The self-service restaurant (to the right of the main entrance, **downstairs** on level 01) will be open:

- Thursday 19 March from 12.00 to 15.00
19.00 to 22.00
- Friday 20 March from 12.00 to 15.00

Cold snacks will also be served in the **cafeteria** (to the right of the main entrance, **upstairs**), which will be open:

- Thursday 19 March from 08.30 to 10.30
12.15 to 14.15
15.30 to 22.00
- Friday 20 March from 08.00 to 17.00

There will be other refreshment points in the courtyard as well as in the large working rooms on level 02 and 01.

15. CASH DISPENSER

A cash dispenser is situated near the main entrance on level 00. It accepts the main bank cards. Other cash dispensers can be found on Rond-Point Schuman and in the vicinity.

16. NEWSAGENT

The newsagent near the main entrance on level 00 will be open:

- Thursday 19 March between 07.45 and 23.00
- Friday 20 March between 07.45 and 18.30

17. TRAVEL AGENCY

The travel agency next to the main entrance on level 00 will be open from 08.30 to 11.45 and from 12.45 to 17.00.

18. LOST PROPERTY

Lost property may be retrieved from the reception desk at the main entrance. Except in cases where it could be held directly responsible, the General Secretariat of the Council shall not be liable for the disappearance of any items belonging to members of the press during the European Council. We recommend that you use the lockers provided.

19. TELEPHONE CALLS

When phoning Belgium from abroad, first dial the international prefix (e.g. 00), then the country code (32), and then the number you want.

When phoning abroad from Belgium, dial the international prefix (00), then the country code (see below), and then the number you want.

Austria	43	Latvia	371
Bulgaria	359	Lithuania	370
Cyprus	357	Luxembourg	352
Czech Rep.	420	Malta	356
Denmark	45	Netherlands	31
Estonia	372	Poland	48
Finland	358	Portugal	351
France	33	Romania	40
Germany	49	Slovakia	421
Greece	30	Slovenia	386
Hungary	36	Spain	34
Ireland	353	Sweden	46
Italy	39	United Kingdom	44

BELGACOM information service:

To find a number:

– in Belgium: 1304 (in French)
 1207 (in Dutch)
 1407 (in German)

– abroad: 1304 (in French)
 1204 (in Dutch)
 1404 (in German)

Information in English: 1405

20. PRESS CENTRE

level 35 briefing rooms (FI, SE, DK, PL, BE, PT)
radio/TV cabins in rooms 35.1, 2 and 3

level 20 briefing rooms (EL, IE, SI, DE, FR, UK, AT, HU)

level 10 offices of the press service + spokesperson
SG/HR

level 00 press conference room
Atrium and work rooms A, B and C
message service
press bar
smokers' cabins

level 01 briefing rooms (LU, LT, IT, ES, SK, NL, RO, LV, MT, CY, BG, EE)
radio/TV cabins
matrix (EBU)
self-service restaurant
smokers' cabins
Studio TV

level 02 work spaces
radio/TV cabins
agencies
Commission
European Parliament
VIP entrance
smokers' cabins

N.B.: info points and refreshments available on all floors
(except 01).

HEALTH AND SAFETY RULES IN THE JUSTUS LIPSIUS BUILDING

SAFETY AND HEALTH

Any emergency (fire, other hazard, break-in, illness, accident) should be reported to the Security Service by one of the following means:

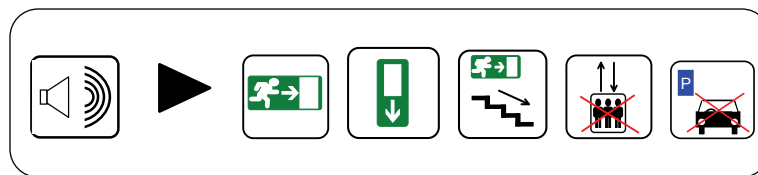
- phone 2000 (02 / 281 2000);
- break the glass of a red fire alarm box;
- use the emergency intercom in the lifts;
- use the (orange) emergency intercom in the car parks (building Justus Lipsius)

If necessary, the order to evacuate is given by loudspeaker (Justus Lipsius and Lex) or by siren. **It may apply to a floor, an area or the entire building. If it is necessary to evacuate the building, proceed as follows:**

- **DO close windows before leaving the room and close all doors behind you;**
- **DO proceed to the nearest emergency exits and staircases (green doors in the Justus Lipsius building);**
- **DO proceed to the assembly points (see overleaf);**
- **DO NOT take the lifts and DO NOT go to the basement / car parks;**
- **DO NOT linger on the pavements around the building.**



General danger Fire First aid Always Phone



Sirens	Always	Evacuate by shortest route possible	Emergency door	Descend until the evacuation level	Never use the lifts	Never go to the parking areas
Loud speakers	Always follow the instructions !					

