

Directorate-General for the Presidency
Directorate for Relations with National Parliaments
Legislative Dialogue Unit

PRACTICAL INFORMATION

**Committee on Constitutional Affairs
Interparliamentary Committee Meeting with
EU National Parliaments on
"The European Parliament's Right of Inquiry"
"The Revision of the EU Electoral Law"
"The future institutional Evolution of the European Union"**

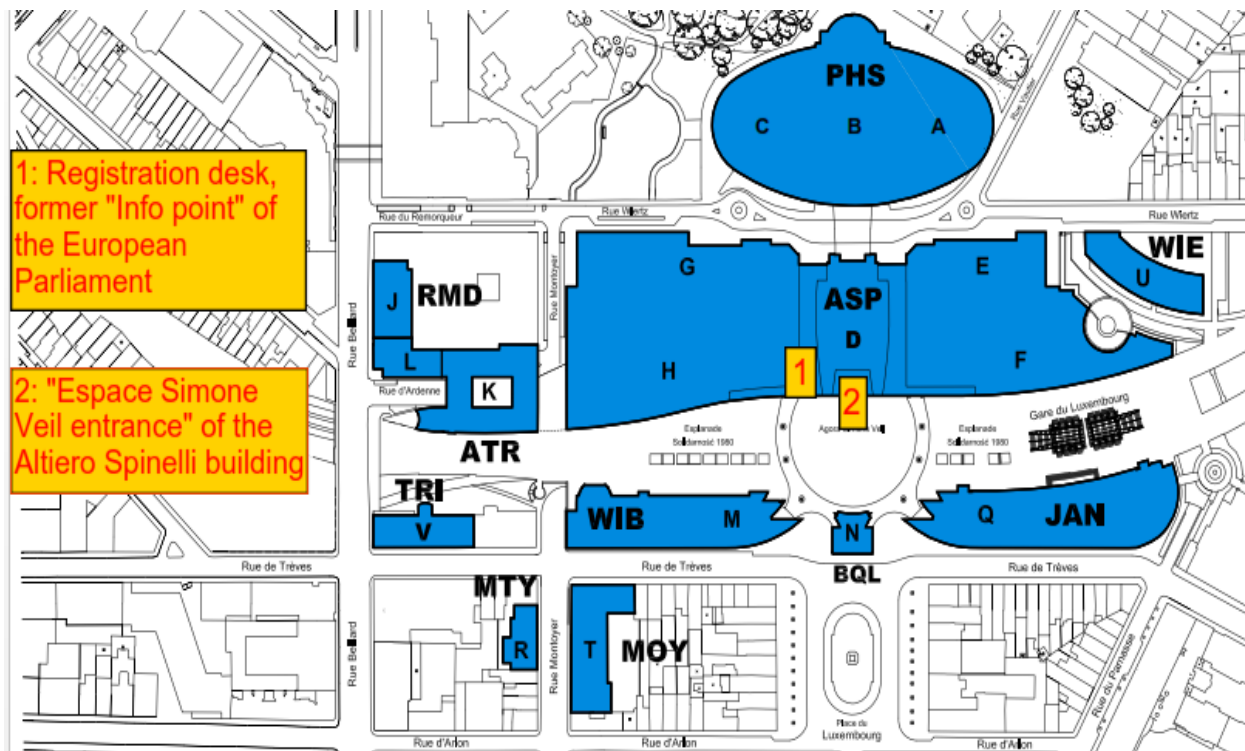
**Tuesday, 29 November 2016, 10.00 - 17.30
European Parliament, Brussels
Altiero Spinelli (ASP) Building, room A5G-3**

ARRIVAL AND DISTRIBUTION OF ACCESS CARDS

The registration desk for this meeting will be located in the **former "Info Point"** of the European Parliament, on the left side of the Altiero Spinelli building (ASP) when viewed from Place du Luxembourg (marked with the number "1" in the map below). Registered participants from national Parliaments can collect their access cards from the registration desk on **Tuesday, 29 November 2016, from 09.00 to 10.00.**

Alternatively, the Brussels-based administrative representatives of national Parliaments may collect the access cards for their delegations prior to the meeting, from the offices of the Directorate for Relations with National Parliaments (rue Wiertz 50, 5th floor, office WIE 05U018, Patrizia Di Leo) on **Monday, 28 November 2016, from 09.30 to 12.30.**

After having obtained their access cards, participants can enter the European Parliament through the "Espace Simone Veil entrance" of the Altiero Spinelli building (marked with the number "2" in the map below).



Participants should carry their access card visibly throughout their stay in the EP.

PLEASE NOTE THAT DUE TO THE HEIGHTENED SECURITY ALERT LEVEL AT THE EUROPEAN PARLIAMENT ALL PARTICIPANTS:

- must show a valid official photo-ID before entering the building;
- must undergo security controls at the entrance of the premises;
- are advised to have with them the invitation letter from the EP's AFCCO Committee Chair, or any other document that clearly indicates they are attending the meeting mentioned above.

In case of difficulties with access cards badges, please contact **Ms Patrizia DI LEO** (patrizia.dileo@europarl.europa.eu, office phone number +32 (0)2 28 41186 or mobile phone number which will be operational during the meeting: + 32 (0)470 18 18 96).

LANGUAGES

Interpretation will be provided for all languages during the meeting.

MEETING DOCUMENTS

Meeting documents are available at <http://www.europarl.europa.eu/relnatparl/en/meetings.html>.

SPEAKING TIME

Please note that speaking time will be limited and priority will be given to ensure that all Parliaments/Chambers have the opportunity to be heard in the debate. The chair will adapt the speaking time in accordance with the number of request for interventions. It is highly likely that interventions will be limited to 2 minutes.

Speaking cards will be available for each Member that would like to take the floor. The cards should be filled (in capital letters) and handed over to any of the ushers who will be present in the meeting room.

CLOAKROOM

Coats may be left (unguarded) on coat racks outside the meeting room. The European Parliament declines responsibility for the loss or theft of items.

INTERNET / WIFI ACCESS

Participants will be able to access the European Parliament's wireless internet network for visitors. More detailed information will be available in the meeting room. Please note that no workstations or computer rooms will be available during the meeting.

TAXIS / PUBLIC TRANSPORT

A taxi rank and a stop of the Brussels airport bus line are located in place du Luxembourg, close to the entrance of the European Parliament. More information about public transport in Brussels is available at <http://www.stib.be/index.htm?l=en>.

Contacts at the European Parliament's Committee on Constitutional Affairs:

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Contacts at the European Parliament's Directorate for Relations with National Parliaments

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Service mobile phone for emergencies
(only in use on 29 November 2016)
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