

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

## PRACTICAL INFORMATION

**Interparliamentary Committee Meeting  
Committee on Women's Rights and Gender Equality**

## “The 25th anniversary of the Beijing Declaration and Platform for Action”

**Thursday, 5 March 2020, from 9.00 to 12.30**  
**European Parliament in Brussels, room JAN 2Q2**  
**European Parliament, Brussels**

## ARRIVAL AND DISTRIBUTION OF ACCESS CARDS

Registered participants from national Parliaments can collect their access cards at the registration desk on **Thursday, 05 March 2020 from 8:45 to 9:15** at the entrance of the József Antall building, on your right hand side when arriving from Place du Luxembourg (marked with the number "1" in the map below).



Alternatively, Brussels-based representatives of national Parliaments may collect the access cards for their delegations at the Directorate for Relations with National Parliaments (Rue **Montoyer 70, 7th floor, office 07R026**, Cristina HELLARA) **on Wednesday, 4 March 2020 from 10:00 to 12:30**. After the collection of the access cards for his/her delegation by a Brussels-based representative, the distribution of the access cards to the delegation members is entirely his/her responsibility. The remaining badges will be delivered the day of the event on **Thursday, 5 March 2020 at JAN entrance only from 8:45 a.m. to 9:15 a.m.**

Once in possession of an access card, participants will enter via the entrance of the József Antall (JAN) building (marked with the number "1" in the map on the previous page) where the meeting room 2Q2 is located on the second floor. The way will be signposted.

For any questions concerning the access to the EP premises on the day of the visit, please contact **Ms Cristina HELLARA** at the phone number which will be operational on the day of the meeting: + 32 (0) 470 18 18 96

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

- **are requested to show a valid official photo-ID before entering the building;**
- **are requested to undergo security controls at the entrance area;**
- **are advised to carry the invitation letter or any other document that clearly indicates their participation.**

**Participants should carry their access card visibly throughout their stay in the European Parliament.**

### **INTERPRETATION**

During the whole event, interpretation will be provided into and from all official languages of the European Union (apart from Irish).

### **MEETING DOCUMENTS**

The programme, list of participants and background documents will be available in the meeting room as well as on the website of the Directorate for Relations with National Parliaments

<https://www.europarl.europa.eu/relnatparl/en/interparliamentary-meetings.html>

### **SPEAKING TIME**

Please note that speaking time will be limited with an aim to ensure that all Parliaments/Chambers have the opportunity to participate in the debate. The moderators in each panel may adapt the speaking time during the debate in accordance with the number of requests for the floor received. Speaking cards will be available for each panel. Participants who wish to take the floor are kindly asked to fill them in and hand them to the ushers present in the meeting room.

### **INTERNET / WIFI ACCESS**

Throughout the meeting, participants will be able to access the European Parliament's wireless internet network for visitors via a unique Wi-Fi code which will also be displayed in the meeting room:

**Login : visit0305**

**Password : v48j\***

Please note that no workstations or computer rooms will be available.

### **CLOAKROOM**

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

### **TAXI/PUBLIC TRANSPORT**

A taxi rank and a bus stop of the Brussels airport line are located at Place Luxembourg, close to the "Espace Simone Veil" 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 Secretariat of the European Parliament's Committee on Women's Rights and Gender Equality**

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

<b>Ms Monika MOENS DE FERNIG</b> Administrator Tel. +32 (0)2 28 32364 <a href="mailto:monika.moensdefernig@europarl.europa.eu">monika.moensdefernig@europarl.europa.eu</a>	<b>Ms Cristina HELLARA</b> File Manager Tel. +32 (0)2 28 46414 <a href="mailto:cristina.hellara@europarl.europa.eu">cristina.hellara@europarl.europa.eu</a>
Legislative Dialogue Unit phone ( <i>only in use on 05 March 2020</i> ) <b><u>To be used only by National Parliaments</u></b> <b>+ 32 (0) 470 18 18 96</b>	