



Alternatively, Brussels-based representatives of national Parliaments may collect the access cards for their delegations at the Directorate for Relations with National Parliaments (Rue Wiertz 50, 5th floor, office WIE 05U023, Ms Sonja BOSKOVIC) **on Wednesday, 12 October 2016, from 9.00 to 12.00**. After the collection of the access cards for his/her delegation by a Brussels-based representative, the distribution to the delegation members is entirely his/her responsibility.

Once in possession of an access card, participants must enter the European Parliament via the "Espace Simone Veil" entrance of the ASP building (marked with the number "2" in the map on the previous page). After entering the building, they will take the escalators to the third floor and use the footbridge to access the József Antall (JAN) building (marked with the number "3" in the map on the previous page), where the meeting room 4Q2 is located on the fourth floor.

**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 EP.

In case of difficulties with access cards badges, please contact **Ms Sonja BOSKOVIC** ([sonja.boskovic@ep.europa.eu](mailto:sonja.boskovic@ep.europa.eu), office phone number +32 (0)2 28 41194 or mobile phone number which will be operational during the meeting: + 32 (0)470 18 18 96).

## **LANGUAGES**

At the meeting, interpretation will be provided from and into all official languages of the European Union, apart from Irish.

## **MEETING DOCUMENTS**

Meeting documents are available at [http://www.emeeeting.europarl.europa.eu/committees/agenda/201610/EMPL/EMPL%282016%291012\\_1/sitt-3262568](http://www.emeeeting.europarl.europa.eu/committees/agenda/201610/EMPL/EMPL%282016%291012_1/sitt-3262568), and <http://www.europarl.europa.eu/relnatparl/en/meetings.html>.

## **SPEAKING TIME**

Please note that speaking time may be limited and the aim will be to ensure that all Parliaments/Chambers have the opportunity to participate in the debate. The chair may adapt the speaking time during the debate in accordance with the number of requests for the floor. It is highly likely that interventions will be limited to 2 or 3 minutes.

Speaking cards will be available for the meeting. Participants who wish to take the floor are kindly asked to fill in a speaking card and hand it to one of the ushers.

## **COCKTAIL**

The debate will be followed by a cocktail reception from 17.30 to 18.30 in the "Brasserie" on the 3rd floor of the József Antall Building, to which all participants from national Parliaments are kindly invited.

## **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. 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 Employment and Social Affairs:**

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

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