

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

COMMITTEE ON PETITIONS

Hearing with EU National Parliaments

THE RIGHT TO PETITION

Tuesday, 23 June 2015, 9.00 - 12.30

European Parliament, Brussels
Altiero Spinelli Building (ASP) - Room ASP 3G3

PRACTICAL INFORMATION A-Z

ARRIVAL AND DISTRIBUTION OF ACCESS CARDS

The **reception area** for this meeting is located in the entrance zone of the Altiero Spinelli (ASP) building, **Place du Luxembourg, Espace Simone Veil entrance on the Esplanade de la Solidarité (side Luxembourg station)**. Registered participants from national Parliaments can collect their access cards from the registration desk **on Tuesday, 23 June 2015, from 8.30 to 9.00.**

Alternatively, the Brussels-based representatives of the national Parliaments may collect the access cards for their delegations from the Directorate for Relations with National Parliaments (**Catharina de Wit, WIE 05U004**) on **Monday, 22 June 2015 from 15.00 to 17.00.**

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 PETI Committee Chair, or any other document that clearly indicates they are attending the meeting mentioned above.**

LANGUAGES

At the meeting, interpretation will be provided in 16 official EU languages: BG, DA, DE, EN, EL, ES, HU, FR, IT, LV, MT, NL, PL, RO, SK and SV.

MEETING DOCUMENTS

Meeting documents will be distributed in the meeting room and are also available at <http://www.europarl.europa.eu/relnatparl/en/meetings.html>.

SPEAKING TIME

Please note that speaking time might be limited and the priority will be given to ensuring 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.

INTERNET / WIFI ACCESS

Upon registration, participants can request an access code enabling access to Parliament's wireless internet service. This access code is valid throughout the duration of the meeting. Participants who request such an access code will be asked to sign a document confirming their agreement with the terms and conditions of the European Parliament's internet service.

Please note that no workstations or computer rooms will be provided at the meeting.

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.

RESTAURANT FACILITIES

Participants may access the Parliament's restaurant on the second floor in the József Antall building (JAN) as well as the coffee bars (ground floor of the Altiero Spinelli building (ASP); third floor of the Altiero Spinelli (ASP), Paul-Henri Spaak (PHS) and József Antall buildings (JAN).

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 Petitions:

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

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