

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

## PRACTICAL INFORMATION

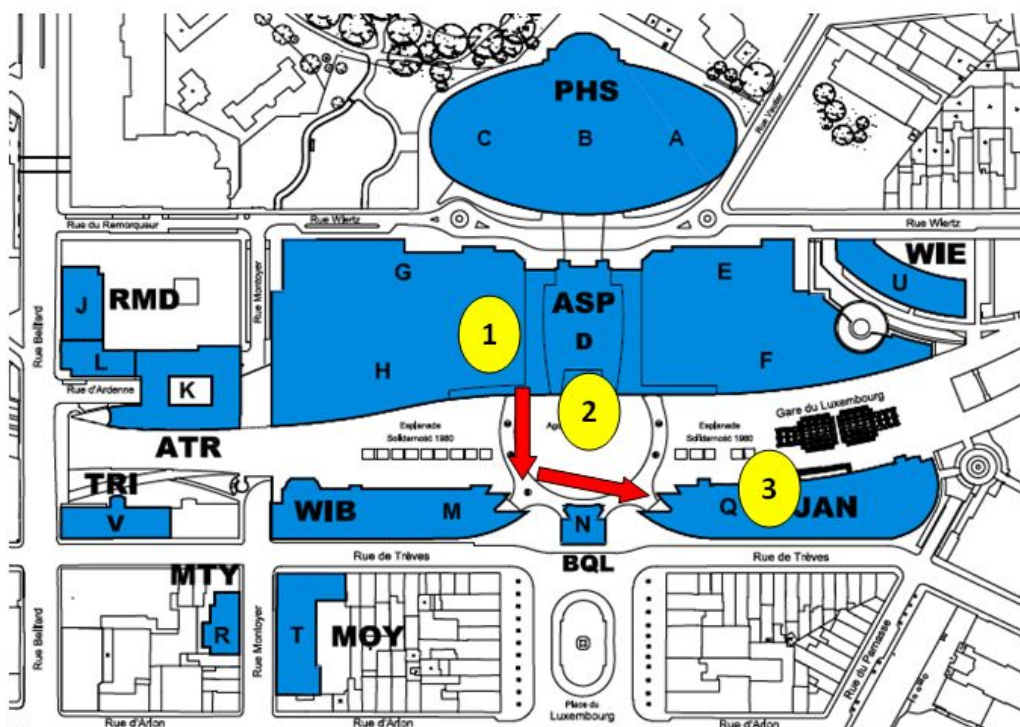
### High Level Group on Own Resources INTERINSTITUTIONAL CONFERENCE WITH NATIONAL PARLIAMENTS ON THE FUTURE FINANCING OF THE EU

Wednesday, 7 September 2016, 15:00 - 18:30h  
 and  
 Thursday, 8 September 2016, 10:00 - 13:30h

European Parliament, Brussels  
 József Antall (JAN) building, room 2Q2

#### ARRIVAL AND DISTRIBUTION OF ACCESS CARDS

Registered participants from national Parliaments can collect their European Parliament access cards at the registration desk for “Event Participants and Guests” on **Wednesday, 7 September from 12:30 to 15:00h** and on **Thursday, 8 September 2016 from 9:00 to 10:00h**. The registration desk for “Event Participants and Guests” is located on the left side of the Altiero Spinelli (ASP) building when viewed 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 Wiertz 50, 5th floor, office WIE 05U017, Verena PINZER) **on Tuesday, 6 September 2016 from 15:00 to 17:00h**. Once a Brussels-based representative has collected the access cards for his/her delegation, the distribution to the delegation members is entirely his/her responsibility.

Once in possession of an access card, participants will enter 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 passarelle to access the JAN building (marked with the number "3" in the map on the previous page), where the meeting room 2Q2 is located on the second floor. The way will be signposted.

Participants will receive only one single access card which will cover the whole duration of the conference. Please note that no duplicates of access cards can be requested in case of theft or loss.

For any questions concerning access cards, please contact **Ms Verena PINZER** [verena.pinzer@ep.europa.eu](mailto:verena.pinzer@ep.europa.eu), office phone number +32 (0)2 28 42350 or at the mobile phone number which will be operational on the two days of the conference: + 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.

### **LANGUAGES**

During the entire conference, 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 orientation note will be available in the meeting room. Additional information on the work of the High Level Group on Own Resources and background documents can be found on the website [http://ec.europa.eu/budget/mff/hlgor/index\\_en.cfm](http://ec.europa.eu/budget/mff/hlgor/index_en.cfm).

### **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. 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.

### **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.

### **RECEPTION**

On **7 September 2016 at 19:00h**, the President of the European Parliament Martin Schulz will host a reception at the Yehudi Menuhin space on the first floor of the Paul-Henri Spaak (PHS) building.

Please note that the reception can be attended by invitation only. All registered conference participants will receive an invitation card together with their access card to the European Parliament.

### **REFRESHMENTS**

Water, tea and coffee will be available outside the meeting room on the second floor of the JAN building on **Wednesday, 7 September from 16:00 to 17:00h** and on **Thursday, 8 September from 10:30 to 11:30h**.

Participants can also purchase refreshments in one of the bars:

József Antall (JAN) building:

JAN BRASSERIE (level 3): open from 8:00 to 15:00h

Paul-Henri Spaak (PHS) building:

HEMICYCLE BAR (level 3): open from 8:00 to 19:00h

Altiero Spinelli (ASP) building:

FORUM BAR (zone G level 3): open from 8:00 to 18:00h

MEMBERS' BAR (zone G level 0): open from 10:30 to 16:30h

### **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 Budgets**

Mr Holger BENZING Administrator Tel. +32 (0)2 28 43165 <a href="mailto:holger.benzing@ep.europa.eu">holger.benzing@ep.europa.eu</a>	Ms Anette SCHENK Assistant Tel. +32 (0)2 28 44468 <a href="mailto:anette.schenk@ep.europa.eu">anette.schenk@ep.europa.eu</a>
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**Contacts at the European Parliament's Directorate for Relations with National Parliaments**

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Legislative Dialogue Unit mobile phone (only in use on 7 and 8 September 2016) <b>+32 (0)470 18 18 96</b>	