



BRATISLAVA PARLIAMENTARY SUMMIT

Informal Meeting of Speakers of EU Parliaments

“Let's Get to Know Each Other Better”

6 – 7 October 2016, Bratislava

Revised General Information

Conference venue

Slovak Philharmonic Hall REDUTA
Mostová St.
811 02 Bratislava 1

Email: info.skpres@nrsr.sk

Phone: +421 2 5972 2300

<https://goo.gl/maps/S3kXahjs6zL2>

Working sessions will be held at the Slovak Philharmonic Hall Reduta. Conference venue will be divided into 3 zones:

- Delegation Zone with a meeting room and restricted VIP lounge area (for Delegates only);
- Zone for journalists and media representatives
- Zone for organization staff

Informal dinner will be hosted by Speaker of the National Council of the Slovak Republic H. E. Mr. Andrej Danko at Bratislava Castle (<https://goo.gl/maps/F3ZLX4mx32z>).

Arrival, departure and local transport

For Heads of Delegations (members of parliaments only) security and police escort will be provided by the Bureau for the Protection of Constitutional Officials and Diplomatic Missions (one limousine for each Head of Delegation). In case of their arrival/departure by car, the Bureau will also provide a police escort from and to the border crossing. The Presidency will provide a minibus (7 seats) for delegation members arriving or departing with their Head of Delegation, from and to the airport, including from/to the Vienna International Airport.

Delegations are kindly requested to inform the Presidency on the intended means of transport to be used when arriving to and departing from the Slovak Republic, as well as of the itinerary and place of arrival and departure (airport/border crossing, etc.).



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The Presidency will also provide transportation for all members of delegations within the official programme of the Informal Meeting of Speakers of EU Parliaments by limousines, buses and minivans.

Please note that the Presidency will not provide transportation for delegation members arriving separately from their Heads of Delegation. These delegates are kindly requested to make their own travel arrangements.

Delegations arriving to Bratislava by car are kindly asked to arrange their arrival details with their Liaison Officer.

Bratislava Airport (BTS)

Located approx. 10 km from the city centre.

More information: www.bts.aero/en/

Vienna International Airport (VIE)

Located approx. 60 km from Bratislava.

More information: <http://www.viennaairport.com/>

Accommodation / Hotels

Participants are kindly asked to book their accommodation directly with the hotels:

Grand Hotel River Park *****

Dvořákovo nábrežie 7528/6, 811 02 Bratislava

Online booking form:

[BRATISLAVA PARLIAMENTARY SUMMIT](#)

or:

<https://www.starwoodmeeting.com/events/start.action?id=1607292998&key=30885592>

Phone: +421 2 322 38 222

Website: www.grandriverpark.com

Sheraton Hotel Bratislava *****

Pribinova 12, 821 09 Bratislava

Phone: +421 2 353 500 00

Website: <http://www.sheratonbratislava.com/>



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Radisson Blu Carlton Hotel

Hviezdoslavovo námestie 3, 811 02 Bratislava

Phone: +421 2 593 900 00, 593 906 14

Website: www.radissonblu.com

Austria Trend Hotel Bratislava ****

Vysoká 2A, 811 06 Bratislava

Phone: +421 2 527 758 18

Website: <http://www.austria-trend.at/en/hotels/bratislava>

All conditions of booking, cancellation of reservation, services provided, etc. are responsibility of the hotel.

Parking

Delegates should inquire about parking facilities at the respective hotels.

Parking will not be available neither at the conference venue nor at the Bratislava Castle.

Registration / Identification badges

For security reasons, access to official venues will be granted only to persons visibly wearing their identification badge.

All personal badges will display a photograph of the accredited person. Only good-quality ID format photographs showing a full face, without a head covering, in standard image file formats will be accepted. Badges will not be issued, if these requirements are not met.

Please, note that diplomatic representatives accredited to the Slovak Republic (including Ambassadors) have to be registered within the official Delegation to have access to meeting venues.

Colours of badges:

Lapel pin – Speaker/Head of delegation

Red – Member of Delegation with access to the Conference Hall

Blue – Member of Delegation with access to the Listening Room only

Grey – Organiser

Green – Security (without access to the Conference Hall)

Red – Interpreter (with access to the Conference Hall)

Yellow – Media



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Lapel pins for Heads of Delegation and badges for Delegates will be distributed by Delegation's Liaison Officer on arrival.

Badges are personal and non-transferable and must be worn visibly at all times. The loss of a lapel pin or badge should be reported immediately to Delegation's Liaison Officer.

Format

Format of the Informal Meeting of Speakers of EU Parliaments is set as 1+4 (2 members of delegation with access to the Conference Hall, 2 members of delegation with access to the Listening Room only) + Security + Interpreter (if needed). Please note that Ambassadors and diplomatic representatives are included in the format already.

Liaison officers

A liaison officer will be assigned to assist each delegation for the duration of the meeting, i.e. from arrival to departure. Liaison officer will be in touch with respective country's Embassy in advance of the Informal Meeting.

Security instructions

All venues are accessible only to accredited persons wearing a valid badge.

Pins and badges must be worn visibly at all times. Weapons are not allowed in any of official venues. If a security officer wishes to carry a weapon on the territory of the Slovak Republic, a formal request must be submitted to the Protocol Department of the Ministry of Foreign and European Affairs of the Slovak Republic through established information channels.

If a radio frequency is needed, information on the frequency range and technical characteristics should also be communicated to the Protocol Department of the Ministry of Foreign and European Affairs of the Slovak Republic by the customary channels.

Due to capacity limits, the Head of Delegation may be accompanied by one Security Officer at official meeting venues. It is not possible to register more than one Security Officer per delegation. One Security Officer only will get a badge granting her/him the access to the venues.

Only accredited vehicles will be allowed to enter the security zones defined by the Slovak authorities. Embassy cars will not be included in the official motorcade. All security measures will be ensured by Slovak security forces at all venues during the program, including transportation from and to the airport.

Interpretation and languages of the meeting



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Working languages of the meeting are Slovak, English and French. Heads of Delegations bringing their own interpreters may address participants of the meeting in any language of their choice. Simultaneous interpretation from/to Slovak, English and French will be provided by the Presidency.

Delegations willing to bring their own interpreters are kindly requested to inform organisers in advance. Number of additional interpretation facilities (booths) is limited and has been allocated **on a first-come first-served basis.**

Conduct of the meeting

Both discussion sessions will be presided over by Speaker of the National Council of the Slovak Republic, H. E. Mr. Andrej Danko. In the introductory part of each session there will be a place for short opening remarks of Heads of delegations interested.

Please inform the Presidency by Tuesday, 4 October, 3 pm. about the intention of a Head of Delegation to address the table with an opening remark. Order of respective speakers in the opening part of each session will be determined according to a time of registration of their interest to address an opening remark.

Please note that time of discussion sessions is limited to 90 and 120 minutes respectively and the main intention is an exchange of views of all participants in an open debate during each of discussion sessions, therefore time for opening remarks is limited.

Delegation facilities

A Delegates' Lounge Zone and a Delegates' working area will be available in Reduta, equipped with technical and IT facilities.

Wireless internet connection with unlimited access for Delegation members will be available in the conference venue.

Bilateral Meetings

For bilateral meetings, four bilateral meeting rooms with the capacity up to 12 persons will be available in Reduta. Delegations shall indicate their interest in bilateral meetings via their Liaison Officers.

Press and Media

All media representatives must be accredited for the Presidency. Journalists interested in accreditation to the Informal Meeting of Speakers of EU Parliaments are kindly requested to follow the instructions on the official web-page of the Slovak Presidency of the Council of the EU:

<http://www.eu2016.sk/en/media-en/accreditation>



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Media representatives are kindly asked to make their own travel arrangements and pick up their badges at the entrance of the Slovak Philharmonic Hall Reduta on Friday, 7 October.

If a Head of Delegation wishes to reserve a national briefing room at Reduta, a delegation is kindly asked to send request via the Liaison Officer. Number of national briefing rooms is limited.

Please note that media representatives will not have access to the Delegation Zone except for during the official media opportunities.

For further information, please contact the Department for Communication with Media and Public of the National Council of the Slovak Republic:

E-mail: press.eu2016@nrsrc.sk

Smoking

In Slovakia, smoking is prohibited at airports, bus/train/tram stations, in all public means of transport, offices, schools, hospitals, theatres, cinemas, museums, restaurants, cafés and other indoor public premises - with the exception of areas specifically designated for smokers.

There will be an indoor smoking cabin accessible in Reduta.

Other practical information

Medical assistance

In case of emergency or a medical problem, please contact the first aid point at Reduta.

Local hospital

Nemocnica Sv. Michala (St Michael Hospital), Satinského 1, Bratislava

Tel. +421 2 3261 1041 or +421 0917 751 395

International calls

Country code for Slovakia is +421; Bratislava dialling code is (0)2.

Emergency number: 112.

Local time

27 March – 30 October 2016 CEST (GMT +2)

30 October – 31 December 2016 CET (GMT +1)

Electrical sockets

Power supply used in Slovakia is 220/230 volts.

Currency



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The official currency of the Slovak Republic is EURO (€).

Contacts

General contact: info.skpres@nrsr.sk

Phone: +421 2 5972 2300

