



Council of the
European Union

EUROPEAN COUNCIL

Press guide

BRUSSELS
14 - 15 DECEMBER
2017



This is a guide published by the Press Office of the General Secretariat of the Council of the European Union (GSC) for European Council meetings held in the Justus Lipsius (JL) and the Europa (EB) buildings in Brussels.

General Secretariat of the
Council of the European Union
Press Centre

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On the cover page "Europa building"
©Philippe Samyn and Partners architects and engineers
- lead and design partner Studio Valle Progettazioni
architects Buro Happold engineers

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**FOR ALL QUESTIONS AND INFORMATION,
PLEASE CONTACT OUR PRESS INFO DESK
(LEVEL 00 OF THE PRESS CENTRE) OR CALL 9000**

PROVISIONAL MEDIA PROGRAMME

Thursday 14 December

from 14.00	Arrival of members of the European Council (not in protocol order) <i>(Europa building Forum - photo/TV opportunity)</i>
15.00	Exchange of views with the President of the European Parliament Round table before the meeting <i>(host broadcaster + photo/TV - Pool A)</i>
15.30	Working session Reinforcing European defence: press speeches and family photo <i>(Europa building Forum - photo/TV opportunity)</i>
18.45*	<i>* Time is subject to change: please check the information screens in the press centre. Please note that media must be present in arrival area half an hour before. Late comers will not have access. If they prefer, media can remain in the area after the last arrivals, until the end of EPSCO family photo and short press event.</i>
19.15	Working dinner of the European Council National briefings <i>(Justus Lipsius press centre)</i>

Friday 15 December

from 8.00	Arrival of members of the European Council (not in protocol order) <i>(Justus Lipsius VIP entrance- photo/TV opportunity)</i>
9.00	Working breakfast of the European Council
11.00	Working session (Article 50) Round table before the meeting <i>(host broadcaster + photo/TV - Pool B)</i>
13.00	Press conference by the President of the European Council, the President of the European Commission and the Prime minister of Estonia <i>(Justus Lipsius press room - press centre, level 00)</i> National briefings and departure doorsteps <i>(Justus Lipsius press centre/ Justus Lipsius VIP entrance)</i>

PLEASE CHECK THE INTERNAL INFORMATION SCREENS FOR CHANGES AND UPDATES

MEDIA OPPORTUNITIES

- Arrivals at the Europa building Forum: photo/TV coverage. Access on a "first-come, first-served" basis (no reservation possible).
- Press conference and national press briefings will be announced on internal screens.

IMPORTANT NOTICE

In order to allow the smooth execution of media operations during the VIP arrivals, journalists and operators at the Europa building Forum are kindly requested to comply with the following provisions:

- Broadcast cameras and journalists have priority (Shootings with smartphones are only allowed on the sides)
- Microphones not connected to a broadcast camera are not allowed

Pool cards

➔ Pool cards are allocated in cooperation with the press attachés of the member states; they are distributed by the press office, room **00.BD.47**.

The meeting time for events covered by pools is always 30 mins before the event:

- on the second floor of the Europa building, for events in Europa building.
- at the press centre info desk for events in JL building.

ACCREDITATION

Media access to the Council premises for coverage of the meeting of the European Council will be restricted to persons with a valid accreditation.



Details of the online accreditation procedure:
<http://www.consilium.europa.eu/en/press/accreditation>

Collection of badges

Badges must be collected at the LEX building, rue de la Loi 145, Brussels:

- 13 December: 9.30 - 13.00 and 14.00 - 18.00
- 14 December: 8.30 - 20.00
- 15 December: from 8.00 to the end of the final press conference (max. 22.00)

**LOST BADGES SHOULD BE REPORTED
IMMEDIATELY TO THE COUNCIL SECURITY
CENTRE AT +32 (0)2 281 78 50**

PRESS CONTACTS

Press Centre	
Info point (level 00) Press secretariat	Tel. +32 (0)2 281 90 00 Tel. +32 (0)2 281 63 19
Spokesperson of the European Council President:	
Preben AAMANN	Mobile +32 (0)476 85 05 43
Press office	
Guy MILTON Ester ARAUZO AZOFRA	Mobile +32 (0)477 67 06 60 Mobile +32 (0)473 63 07 23
Erik SCHULTZ-NIELSEN Vito MALTESE	Mobile+32 (0)473 87 94 37 Mobile +32 (0)475 36 02 95

Telephone calls

Internal numbers inside the Council premises: dial the last 4 digits in the phone number e.g. press info desk (02.281) 90 00. For an outside line (local or abroad): first dial 0.

Emergency number: +32 (0)2 281 20 00

SPOKESPERSONS FOR DELEGATIONS

DELEGATION		Mobile/Tel.
AUSTRIA	Alexander PAIER	+32 (0)475 65 17 13
BELGIUM	Stephanie ROSSION	+32 (0)470 18 22 47
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UNITED KINGDOM	Ray TANG	+32 (0)471 92 68 07
HIGH REPRESENTATIVE	Catherine RAY Maja KOCIJANCIC	+32 (0)498 96 99 21 +32 (0)498 98 44 25
COMMISSION	Margaritis SCHINAS	+32 (0)496 58 38 26

BRIEFING ROOMS

Level 20 (access by lift bank D on level 00 or by the stairs)	
Level 20	
20.1	Greece
20.2	Finland
20.3	Sweden
20.4	Germany
20.45	France
20.5	United Kingdom
20.6	Austria
20.7	Hungary
20.8	Poland
Level 10	
BD 22	Croatia
BD 34	Latvia
Level 00	
Press room	President of the European Council and President of the Commission
A 518	Ireland

BRIEFING ROOMS

Level 01	
BD 11	The Netherlands
BD 17	Slovakia
BD 21	Italy
BD 25	Spain
BD 27	Malta
BD 57	Estonia
BD 69	Bulgaria
BD 75	Lithuania
BD 77	Portugal
Level 02	
BD 24	Denmark
BD 28	Czech Republic
BD 30	Luxembourg
BD 40	Belgium
BD 42	Romania
BD 57	Cyprus
CD 42	Slovenia

INTERNET ACCESS

Wi-Fi (Consilium, ConsiliumSummit) is available in all the Council premises. No password required, but users have to accept the terms of use (click the “Accept” button).

A limited number of network cables is available, that can be borrowed from the press centre info desk. Please note that no PCs are installed.

ConferenceNetAV is a dedicated Internet service for devices without a user interface allowing online acceptance of the terms of use. To activate this network, please contact the press info desk.

Please note that **ConsiliumSummit** is only available during summits and for devices supporting 5GHz Wi-Fi. It is recommended to use this service as it provides the best performance in situations with a high number of users.

In order to ensure good connectivity to the Council’s internet/Wi-Fi system, media are asked:

- to use wired equipment for cameras and microphones (and not e.g. wireless routers);
- not to deploy Wi-Fi access points or activate personal hotspots on smartphones, especially in the 2.4 GHz and 5 GHz spectrum, and
- not to have both wired and wireless connections to Consilium service active at the same time on individual devices.

REMOVAL OF TECHNICAL EQUIPMENT

➡ All equipment must be removed via the Etterbeek entrance:

- either on Friday 15 December after the security perimeter has been lifted, or
- on Saturday 16 December between 8.00 and 18.00

Contacts:

- Stavros SPYRIDONOS, mobile: +32 (0)473 64 05 07
- Giuseppe ANCONETANI, mobile: +32(0)477 57 97 81
presse.dechargement@consilium.europa.eu

SATELLITE VEHICLES/STAND-UP POSITIONS

➡ Stand-up positions are located on the mezzanine in the atrium and must be reserved in advance.

➡ Satellite vehicles must be parked on Place Jean Rey behind the Council building. Parking permit to be requested.

Contacts and technical questions:

- Karolis VAITONIS
Tel.: +32 (0)2 281 41 99, mobile: +32 (0)473 54 12 61
presse.standup@consilium.europa.eu

AUDIOVISUAL SERVICES

Video coverage is provided by the Council's host broadcaster.

Video/photo distribution platform - www.eucouncil.tv

All photos, as well as host broadcaster footage (arrivals, departures, round table, press conference) can be downloaded, after registration, in HD broadcast quality and used free of charge (indicating as source "European Union"). The video files are available shortly after the event.

Live Streaming:

European Council events are also available via the Council streaming page video.consilium.europa.eu

Booking of radio and TV studios:

planning.audiovisuel@consilium.europa.eu

Tel. + 32 (0)2 281 25 20, mobile: + 32 (0)499 53 76 42

www.consilium.europa.eu/en/press/tv-radio-studios/

Booking of TV and radio booths

Tv and radio booths are equipped with a TV, a telephone (analogue line) and can receive the television signal from the host broadcaster. ISDN lines are also available in some rooms.

bookings@eurovision.net

Tel. +32 (0)22 80 07 59, mobile +32 (0)474 67 39 11

For other technical questions:

presse.centre@consilium.europa.eu

Tel. + 32 (0)2 281 90 00

**PLEASE NOTE THAT THE USE OF DRONES
INSIDE AND OUTSIDE THE COUNCIL PREMISES
IS FORBIDDEN**

**PLEASE NOTE THAT IT IS FORBIDDEN TO
FILM OR PHOTOGRAPH THE SECURITY
INSTALLATIONS AND PERSONNEL**

ACCESS TO THE JUSTUS LIPSIUS BUILDING

The Belgian federal police will establish a security perimeter around the Justus Lipsius and Europa buildings and will refuse access to anyone without an accreditation badge and identity document.

Main access to the Press centre

- Main entrance of the Justus Lipsius building (175 rue de la Loi) upon presentation of proof of identity and accreditation badge.
- Everyone entering the building will undergo a security check.

Parking

Parking inside the security perimeter is not permitted.

Public transport

- Metro (Lines 1 and 5) - Schuman and Maalbeek stations www.stib.be
- Trains (SNCB) - Schuman station +32 (0)2 528 28 28 www.b-rail.be

Taxis

- Corner of Rue de la Loi and Boulevard Charlemagne
- Crossroads of Rue Franklin and Rue Archimède (behind the Berlaymont building)

CATERING

Press bar (press centre - level 00)	
Thursday 14/12	8.30 - until the end of the meeting
Friday 15/12	7.00 - until the end of the meeting
Free-flow restaurant (to the right of the main entrance on level 01)	
Thursday 14/12	12.00 - 14.30 19.00 - 22.30
Friday 15/12	12.00 - 15.00

Any changes to opening hours will be announced on internal screens.

Water fountains can be found at several points around the press centre.

SERVICES

Lockers

Lockers are available in the press centre (atrium and behind the main press room on level 00).

Cash dispenser

Located in the reception area of the main entrance on level 00. Other cash dispensers can be found on Rond-Point Schuman.

Lost property

Lost property may be retrieved from the reception desk at the main entrance. The General Secretariat of the Council is not liable for the loss of any items belonging to members of the press. We recommend that you use the lockers provided.

Medical Assistance

First aid stands, provided by the Red Cross, can be found on levels 00 (indicated by signs) in the Justus Lipsius building.

**PLEASE NOTE THAT SMOKING IS NOT ALLOWED
IN THE JL BUILDING EXCEPT IN THE
DESIGNATED SMOKING AREAS**

WEBSITE AND SOCIAL MEDIA

Website: www.consilium.europa.eu

Twitter (hashtag: #EUCO):

President of the European Council: [@eucopresident](https://twitter.com/eucopresident)

President's Spokesperson: [@prebeneuspox](https://twitter.com/prebeneuspox)

Press Office of the Council: [@EUCouncilPress](https://twitter.com/EUCouncilPress)

Audiovisual service of the Council: [@EUCouncilTVNews](https://twitter.com/EUCouncilTVNews)

Instagram: <http://instagram.com/eucouncil>

Facebook:

President of the European Council:

www.facebook.com/europeancouncilpresident

The Council of the European Union: www.facebook.com/eucouncil

YouTube:

President of the European Council:

www.youtube.com/europeancouncilpresident

The Council of the European Union:

www.youtube.com/EUCouncil

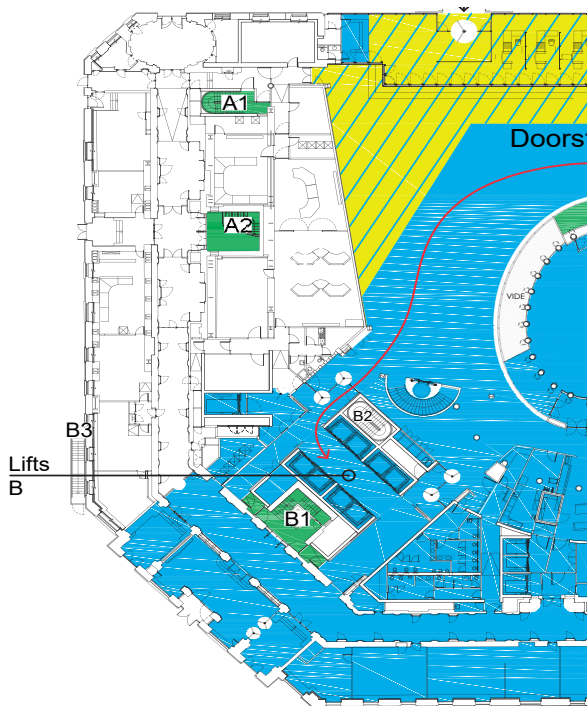
Flickr: www.flickr.com/photos/europeancouncil_meetings

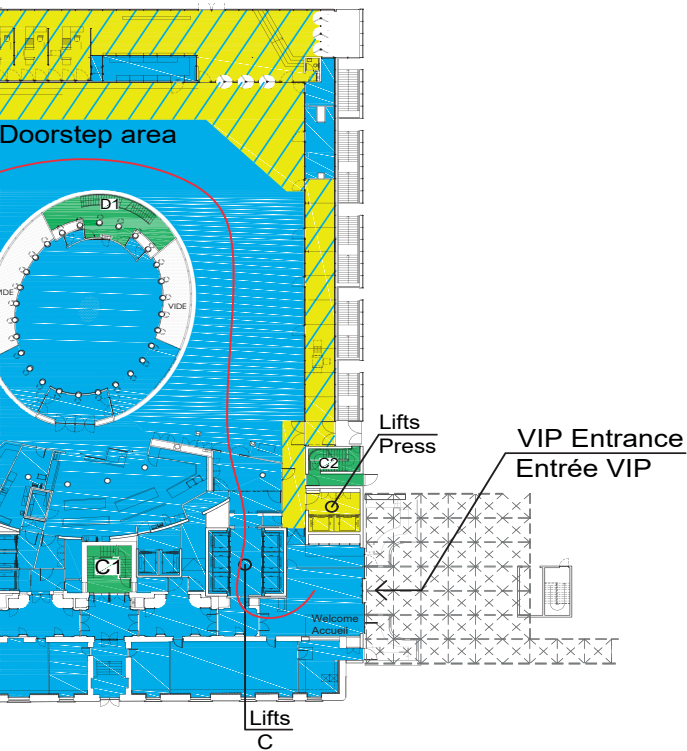
Google+: www.google.com/+europeancouncilpresident

ANNEXES

FLOOR PLANS OF THE EUROPA AND JUSTUS LIPSIUS BUILDINGS

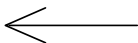
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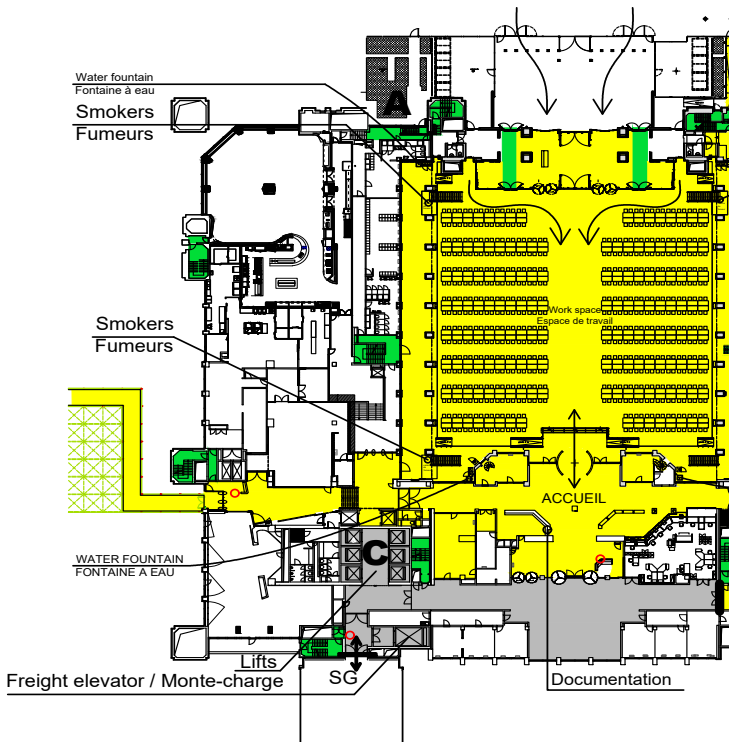


2. LEVEL 00 JUSTUS LIPSIUS

Accréditation Presse
au bâtiment LEX
Rue de la Loi 145

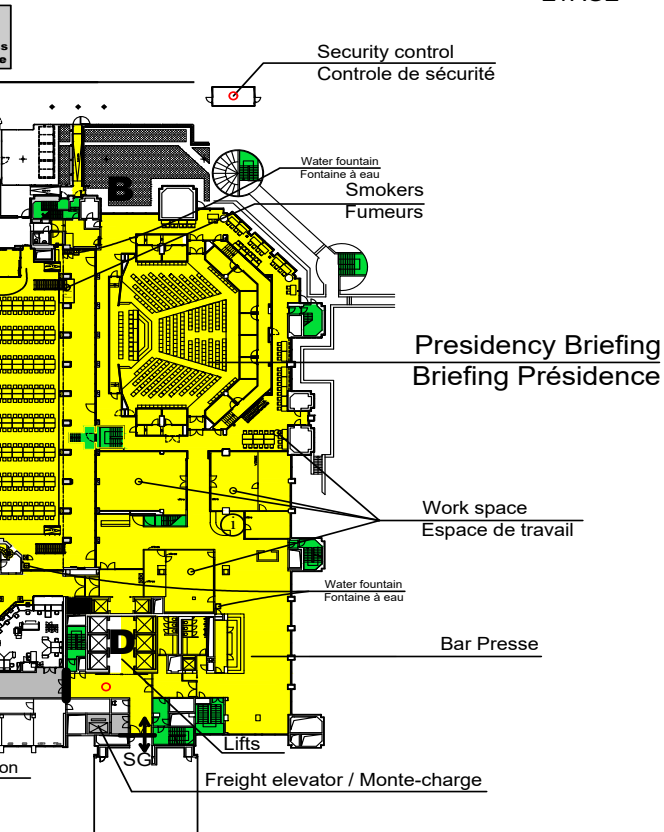


Schuman Entrance
Entrée Schuman
Delegates access / Press
Accès délégués / Presse

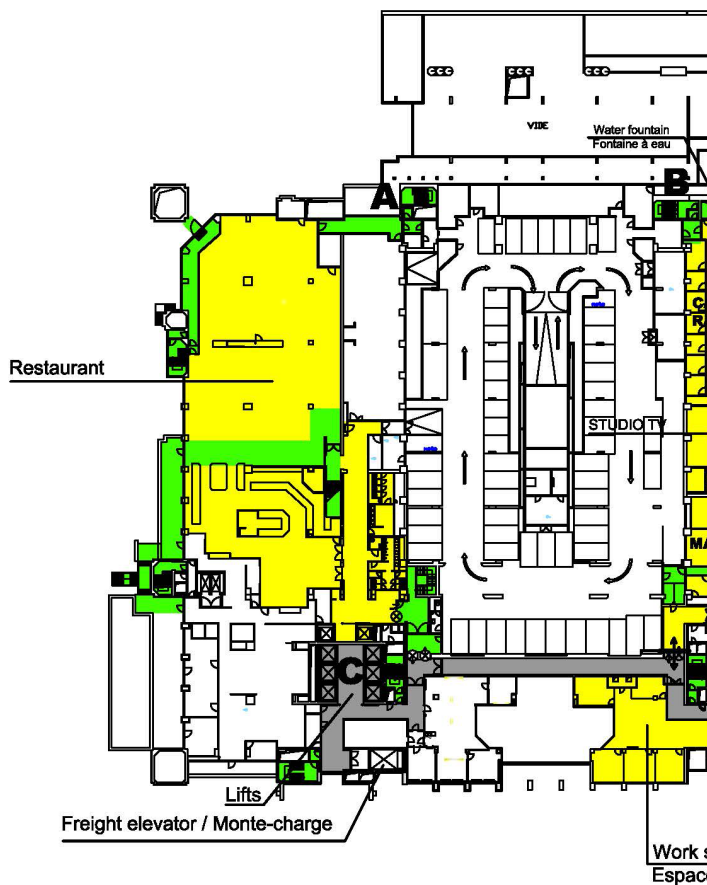


LEVEL
ETAGE

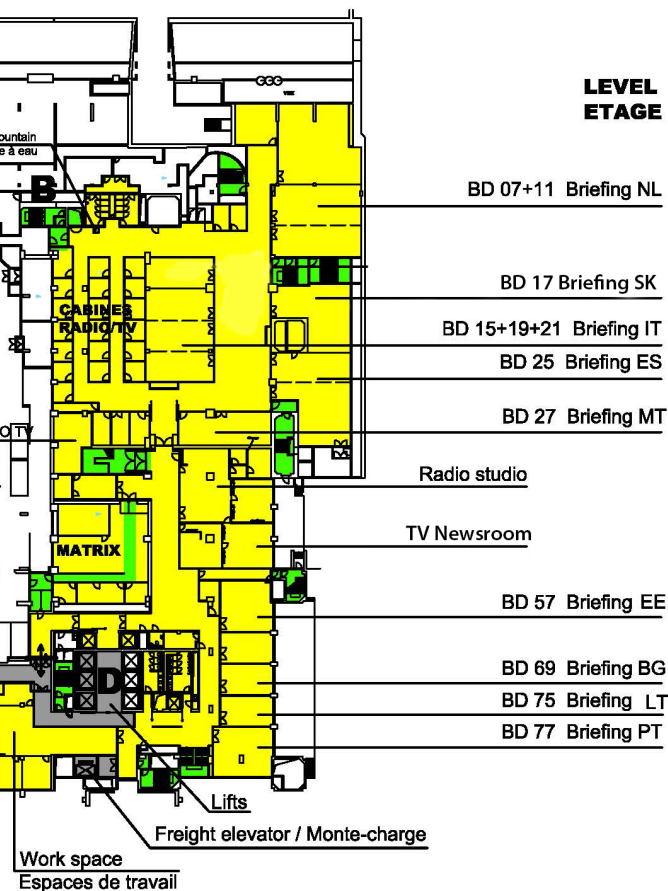
00



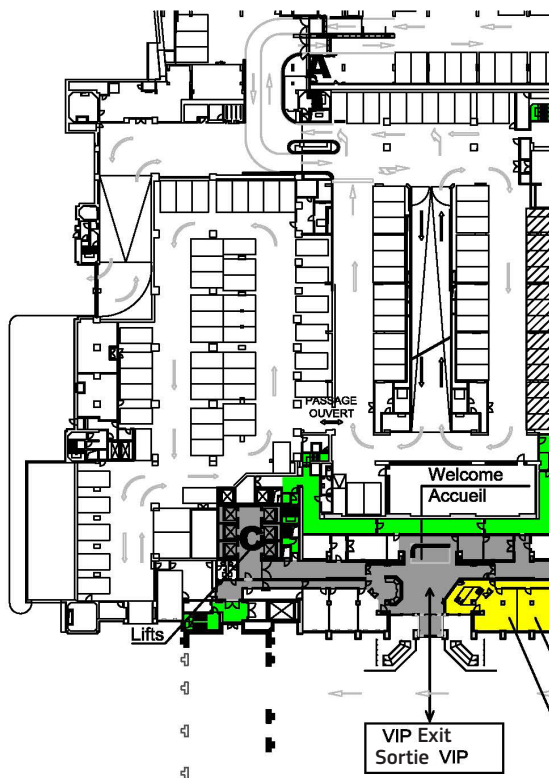
3. LEVEL 01 JUSTUS LIPSIUS



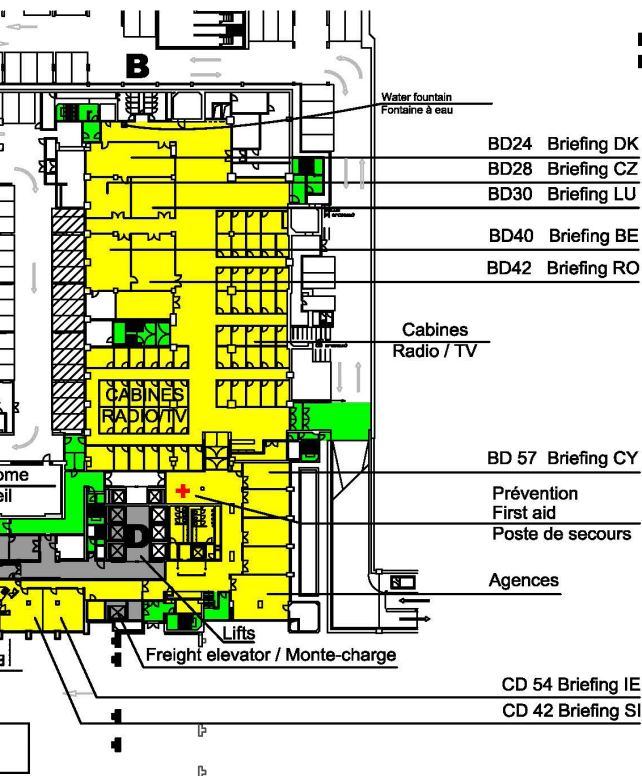
LEVEL 01 ETAGE 01



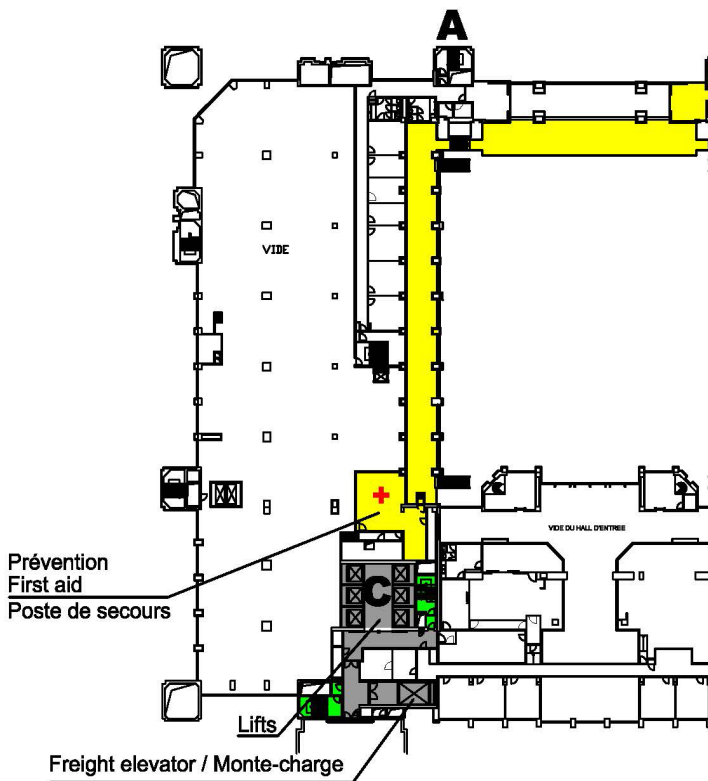
4. LEVEL 02 JUSTUS LIPSIVS



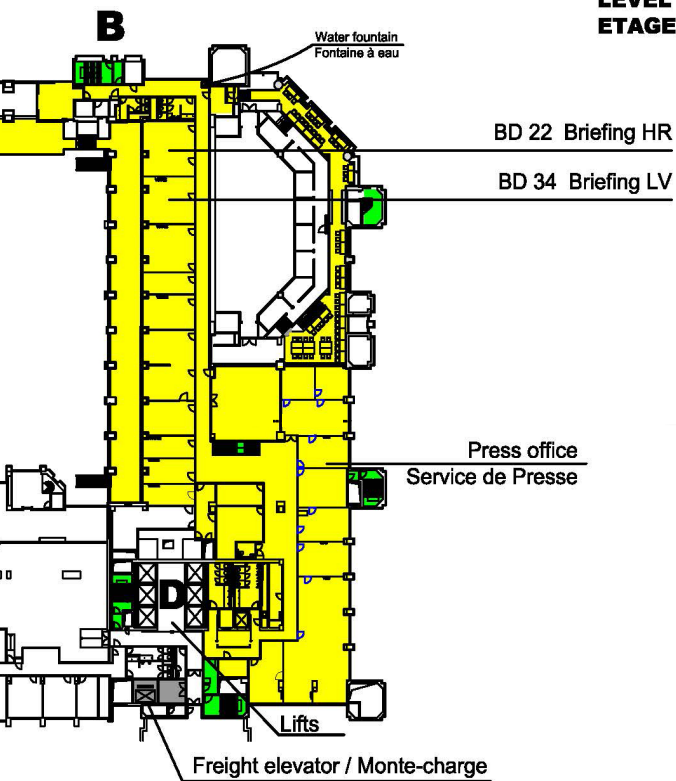
LEVEL 02 ETAGE 02



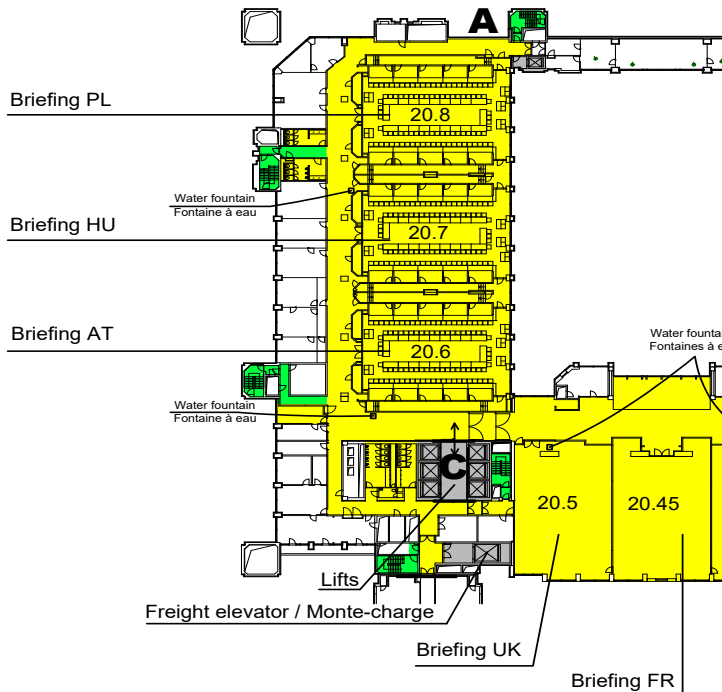
5. LEVEL 10 JUSTUS LIPSIUS



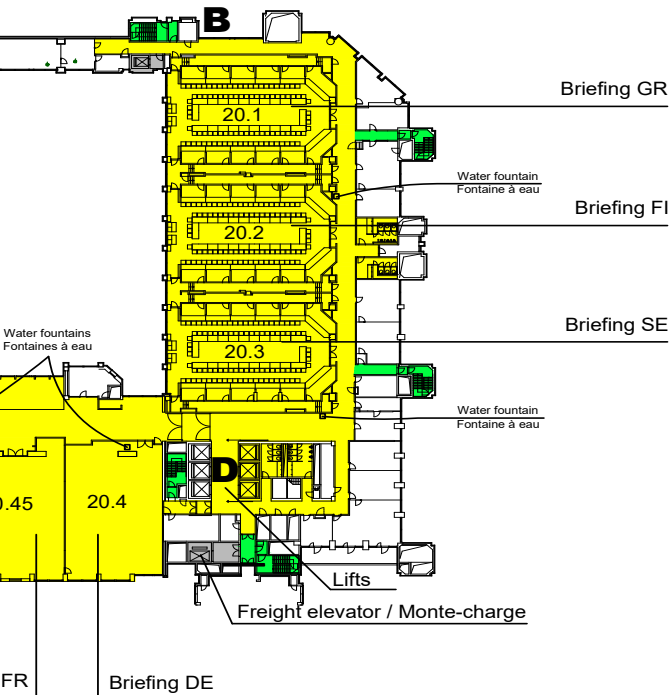
LEVEL 10 ETAGE 10



6. LEVEL 20 JUSTUS LIPSIUS



LEVEL 20
ETAGE 20





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