

## **Press facilities and regulations during conferences**

All conferences organised by the Dutch parliament as part of the EU Presidency are open to the public (with the potential exception of the scenario exercise during the Common Foreign and Security Policy conference). Journalists are invited to attend in person, or may watch the conferences via the live broadcast on the website [www.parleu2016.nl](http://www.parleu2016.nl). With the exception of the film evening and the working visit during the two themed conferences, the social events are private; communications will be focused specifically on the conferences.

A press centre will be set up in the Hall of Knights during the conferences, and will remain open throughout the sitting. The press centre is located on one side of the Hall of Knights, next to the ProDemos entrance. An information desk for journalists is located here, continually staffed by representatives of the States General Information Office. There will also be tables and chairs, lockers and a cloakroom as well as a press stop (against the back wall), where interviews can be recorded. In the adjacent area (the ProDemos film hall), you'll find workplaces and fixed line internet connections for uploading photograph/film files. It goes without saying that a high-quality Wi-Fi connection is also available.

Please note: observers may also use this entrance.

## **GENERAL REGULATIONS FOR PRESS**

(1) You will only be granted access to the meeting with valid accreditation for the conferences. This also applies to holders of permanent accreditation for the Senate and the House of Representatives. Remember to apply for your accreditation on time.

(2) You will receive a special press badge, which should be worn visibly.

(3) You are invited to use a work area especially for members of the press. Located adjacent to the meeting hall, this area is equipped with work places and Wi-Fi internet. There will also be a television screen, broadcasting the meeting live, and an area reserved for holding discussions and recording interviews.

(4) In principle, the conference sittings are open to the public, unless otherwise stated. Seats for members of the press are also available in the meeting hall.

## **AUDIOVISUAL RECORDINGS**

(5) A press stop will be set up, where audiovisual interviews can be conducted. The press stop will be located in the press centre. Recordings in the meeting hall itself may be made in agreement with the States General Information Office.

(6) It is not permitted to address conference participants with active recording equipment unless they have given express permission for you to do so.

(7) Camera operators and press photographers are permitted to make recordings during the sitting from fixed positions in the room.

(8) The use of flash equipment and/or additional lighting is not permitted.

(9) It is not permitted to photograph or record documents or the like of conference participants.

(10) It is not permitted to enter into discussion with conference participants during the sitting. However, this is permitted following adjournment and once the session has ended.

### **IN CLOSING**

(11) It is not permitted to use microphones/radio-microphones. Recordings can be made using the central audio equipment. Connections to this equipment will be made available.

(12) Accreditation may be revoked if you fail to adhere to these guidelines.

(13) Should you have any questions, please direct them to representatives of the States General Information Office at the journalist information desk.

(14) Outside of the conferences, please direct any questions and requests to Mr Gert Riphagen (06-??) and Ms Nancy Podt via [pressoffice@tweedekamer.nl](mailto:pressoffice@tweedekamer.nl).