

Meeting of the Speakers of the European Union Parliaments

Paris – February 27-28, 2009

GENERAL INFORMATION

(as of 8 December 2008)

1) Arrival and departure of the delegations

The speakers and their delegations will be welcomed by representatives of their Embassies in Paris and civil servants of the National Assembly and of the Senate. At the airports (Orly and Roissy Charles de Gaulle), they will be welcomed in the VIP lounges. At the railway stations in Paris, they will be welcomed on the platform, upon leaving the train. The National Assembly will organise the transfer from the airports and the railway stations providing, for each delegation, a VIP car for the president or vice-president and a mini-bus for the other members. Only the VIP cars will be at the disposal of the presidents and vice-presidents in the evening of Thursday, February 26.

Concerning the departure on Saturday, February 28, the National Assembly will provide one VIP car and one mini-bus for each delegation.

2) Transfers

On Thursday, February 26, the presidents and vice-presidents will use the VIP cars between their hotels and the Palais du Luxembourg, seat of the Senate, where the welcome dinner will take place, while the other members of the delegations will arrive by coach.

On Friday, February 27, the transfers of the presidents and their delegations between the hotels and the conference rooms and restaurants will be organised by the National Assembly. For practical reasons, all the presidents and their delegations will travel together by coaches.

On Friday, February 27, and Saturday, February 28, the accompanying persons will also travel by coach.

3) Accommodation

Rooms have been reserved at:

Hotel Méridien Montparnasse

19, rue du Commandant Mouchotte – 75014 Paris

Phone number: +33 (0)1 44 36 44 36

Fax number: +33 (0)1 44 36 49 00

Hotel Lutetia

45, boulevard Raspail – 75006 Paris

Phone number: +33 (0)1 49 54 46 46

Fax number: +33 (0)1 49 54 46 00

Hotel Louvre

Place André Malraux – 75001 Paris
 Phone number: +33 (0)1 44 58 38 38
 Fax number: +33 (0)1 44 58 38 01

Hotel The Westin

3 rue de Castiglione – 750001 Paris
 Phone number: +33 (0)1 44 77 11 11
 Fax number: +33 (0)1 44 77 14 60

The National Assembly has selected the company IDEEPOLE to coordinate hotel reservations.

Phone number: +33 (0)1 42 12 79 06 Fax number: +33 (0)1 42 12 74 12
 E-mail: presidentspeaker@ideepole.com

Please refer to the individual reservation form for more complete information concerning hotel reservation and cancellation conditions. We would like to remind you that a quota of rooms has been pre-reserved by the National Assembly in each hotel : the requests of definitive reservations made by the delegations will be satisfied in order of arrival.

4) Meeting enrolment and registration

Each delegation member is required to complete the individual registration form and to return it as soon as possible to IDEEPOLE:

E-mail: presidentspeaker2009@ideepole.com
 Phone number: +33 (0)1 42 12 79 06 Fax number: +33 (0)1 42 12 74 12

On their arrival in Paris on Thursday, February 26, the participants will be welcomed in their hotels by civil servants of the National Assembly between 3.00 pm and 7.00 pm.

Registration will take place directly at the National Assembly on Friday, February 28: Building Jacques Chaban-Delmas
 Salle Lamartine
 101, rue de l'Université ~ 75007 Paris

5) Individual passes

An identification pass will be issued to each participant. Participants will be required to wear their passes at all times to ensure access to coaches, conference rooms and receptions.

6) Working sessions**6.1) Location**

The different meetings will take place in the different buildings of the National Assembly:

- *on Friday morning*, the meeting limited to the speakers and one of their advisers will take place in **Room Lamartine**, in the building Jacques Chaban-Delmas, 101, rue de l'Université ~ 75007 Paris

- *on Friday afternoon and Saturday morning*, the plenary sessions will take place in the **Chamber** of the National Assembly. On Friday afternoon, in order to make the transfers easier, the participants will walk directly from the lunch room to the Chamber ; they will enter and leave by the entrance 128, rue de l'Université – 75007 Paris ; on Saturday morning, they will enter and leave by the entrance 33, Quai d'Orsay – 75007 Paris.

6.2) Interpretation

During the working sessions a simultaneous interpretation into the official languages of the European Union will be provided. English and French will be the two technical base languages. The delegations are requested to indicate in their registration forms:

- which language of interpretation they wish
- if they will provide their own interpreter(s) or if they wish the National Assembly to organise the interpretation.

The cost of the interpretation will be shared between the parliaments on an equitable basis: every delegation should be charged with an amount of around 2 000 €, corresponding to the interpretation cost for the two days of meeting.

6.3) Services

A secretariat equipped with computers, telephones, fax machines and Internet line access will be installed close to the rooms in which the working sessions will be held.

A post office and doctor's surgery will be available in the National Assembly buildings.

An information desk will be installed in the room Delacroix, next to the Chamber.

7) Bilateral meetings

Bilateral meetings between speakers will be possible on Friday afternoon and Saturday morning in the rooms next to the Chamber. The information desk will be in charge of the room reservations.

8) Receptions

On Thursday, February 26, a welcome dinner will be hosted at 8.30 pm in the *Salons Boffrand* (Palais du Luxembourg, seat of the Senate, *entrance*: 15, rue de Vaugirard ~ 75006 Paris) by Mr Gérard LARCHER, President of the Senate. Before the dinner, an exhibition of photographs dedicated to the "European Identities" and hung on the railings of the Luxembourg Garden, outside, will be inaugurated.

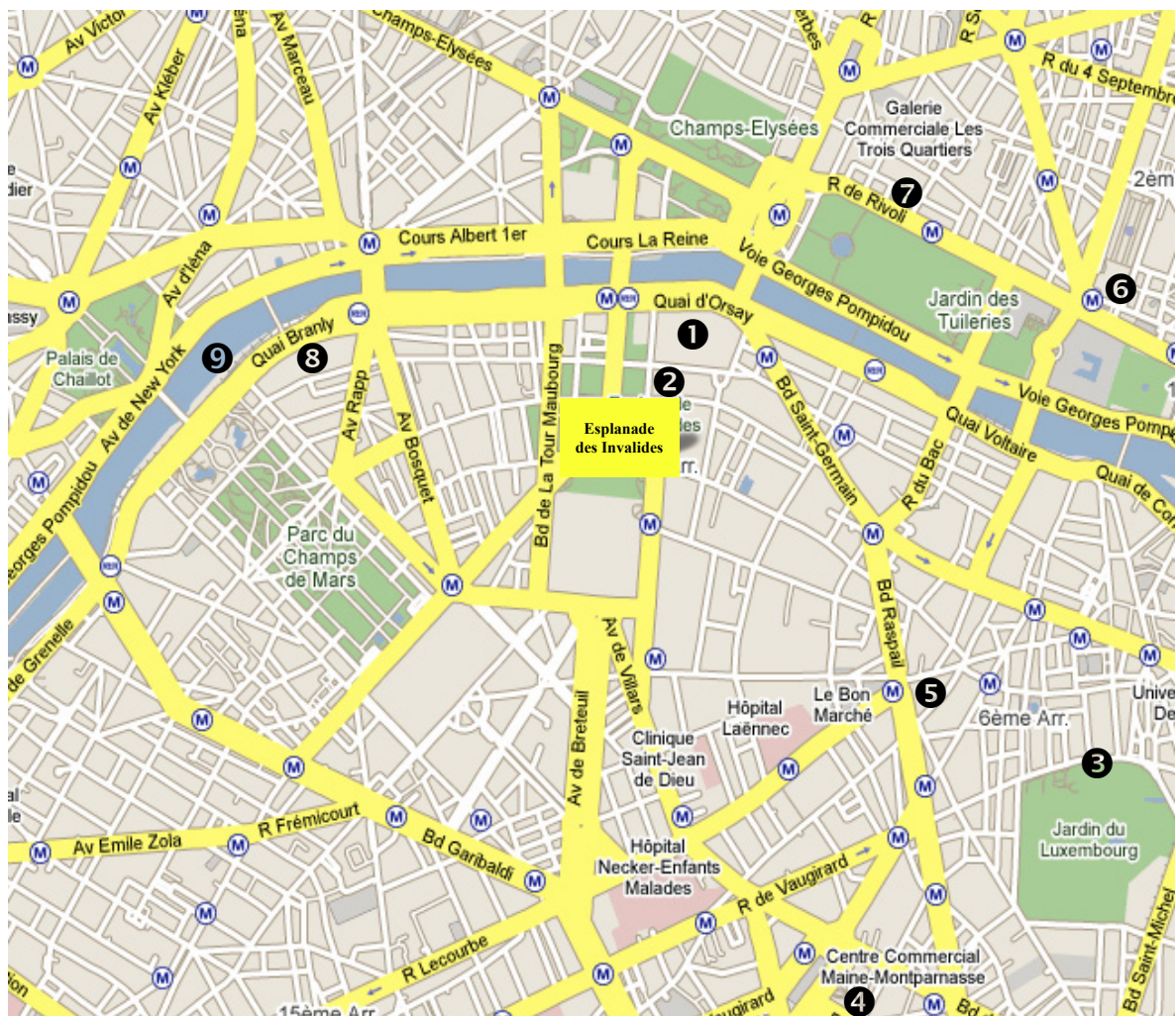
The working lunch on Friday, February 27, will be hosted by Mr Bernard ACCOYER, President of the National Assembly in the *Hôtel de Lassay*, the residence of the President of the National Assembly (*entrance*: 128, rue de l'Université ~ 75007 Paris).

On Friday evening, the participants are invited by the two Presidents to a visit of the Museum of the *Quai Branly* (museum of primitive arts) between 7.30 and 8.30 pm. They will have the choice between a visit on their own and a guided visit in French, in English or in German (groups of 15-20 persons). A buffet reception will take place in the foyer of the museum from 8.00 pm.

At the end of the conference, there will be a cruise lunch on the river *Seine* for all the participants and the accompanying persons. That should end at around 3.30 pm.

We request all delegations to indicate their intention to attend the various receptions on the individual registration form.

Appendix: Street plan of the Conference area in Paris



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| ❶ National Assembly (Palais Bourbon and Hôtel de Lassay) | ❺ Hotel <i>Lutetia</i> |
| ❷ National Assembly (Room <i>Lamartine</i>) | ❻ Hotel <i>Louvre</i> |
| ❸ Senate (<i>Palais du Luxembourg</i>) | ❼ Hotel <i>The Westin</i> |
| ❹ Hotel <i>Méridien Montparnasse</i> | ❽ Museum of <i>Quai Branly</i> |
| | ❾ Embarkation to the cruise lunch |