

## MEDIA GUIDE

### Major Economies Forum on Energy and Climate

18 and 19 July 2015

[www.eu2015lu.eu](http://www.eu2015lu.eu)

 [@eu2015lu](https://twitter.com/eu2015lu)



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## 1. MEDIA PROGRAMME

### Mondorf-les Bains

Avenue des Bains

L-5601 Mondorf-les-Bains

**Sunday 19 July 2015**

<b>From 12.45 p.m.</b>	<b>Salle Symphonie (1<sup>st</sup> floor – Anciens Thermes)</b> Withdrawal of the media accreditation badges
<b>1.50 p.m.</b>	<b>Family photo</b> <i>In the presence of the visual media</i>
<b>2 p.m. – 4 p.m.</b>	<b><u>Salle des fêtes “Al Thermen”</u></b> <b>Working session</b> <i>Tour de table at the beginning of the session</i>
<b>4 p.m. – 4.30 p.m.</b>	<b><u>Salle Symphonie (1<sup>st</sup> floor – Anciens Thermes)</u></b> <b>Press briefing of the Presidency</b> in the presence of Carole Dieschbourg, Minister for the Environment; Todd Stern, United States Special Envoy of the Climate Change; Caroline Atkinson, U.S. Deputy National Security Advisor, chairs the MEF <i>In the presence of the media</i>  <b>Language: English</b> <b>A splitter box is provided. Please bring your XLR-3 cables with you.</b>

Note:

The timetable in the media programme might undergo changes. It will be updated if necessary.

## 2. VENUE OF THE MEETING

### 2.1. MONDORF-LES-BAINS

The informal meeting Major Economies Forum on Energy and Climate will take place in Mondorf-les-Bains during the Luxembourg Presidency.

### 2.2. SITE ACCESS

- **Address**

Avenue des Bains  
L-5601 Mondorf-les-Bains

GPS Coordinates: latitude: 49.5039240 / longitude: 6.2793250

- **By car**

- From France: motorway A31, in the direction of Luxembourg A3 follow Remich/Saarbrücken A13 – exit no. 12 Mondorf-les-Bains
- From Belgium: motorway A4, in the direction of Luxembourg A6 – motorway A6, in the direction of Metz/Saarbrücken A3 – follow Remich/Saarbrücken A13 – exit no. 12 Mondorf-les-Bains
- In Mondorf-les-Bains: coming from the exit no. 12 – follow N16 and enter the village Mondorf-les-Bains – at the roundabout (3<sup>rd</sup> exit), in the direction of Burmerange – then take the first street on the right, avenue Docteur Ernest Feltgen.

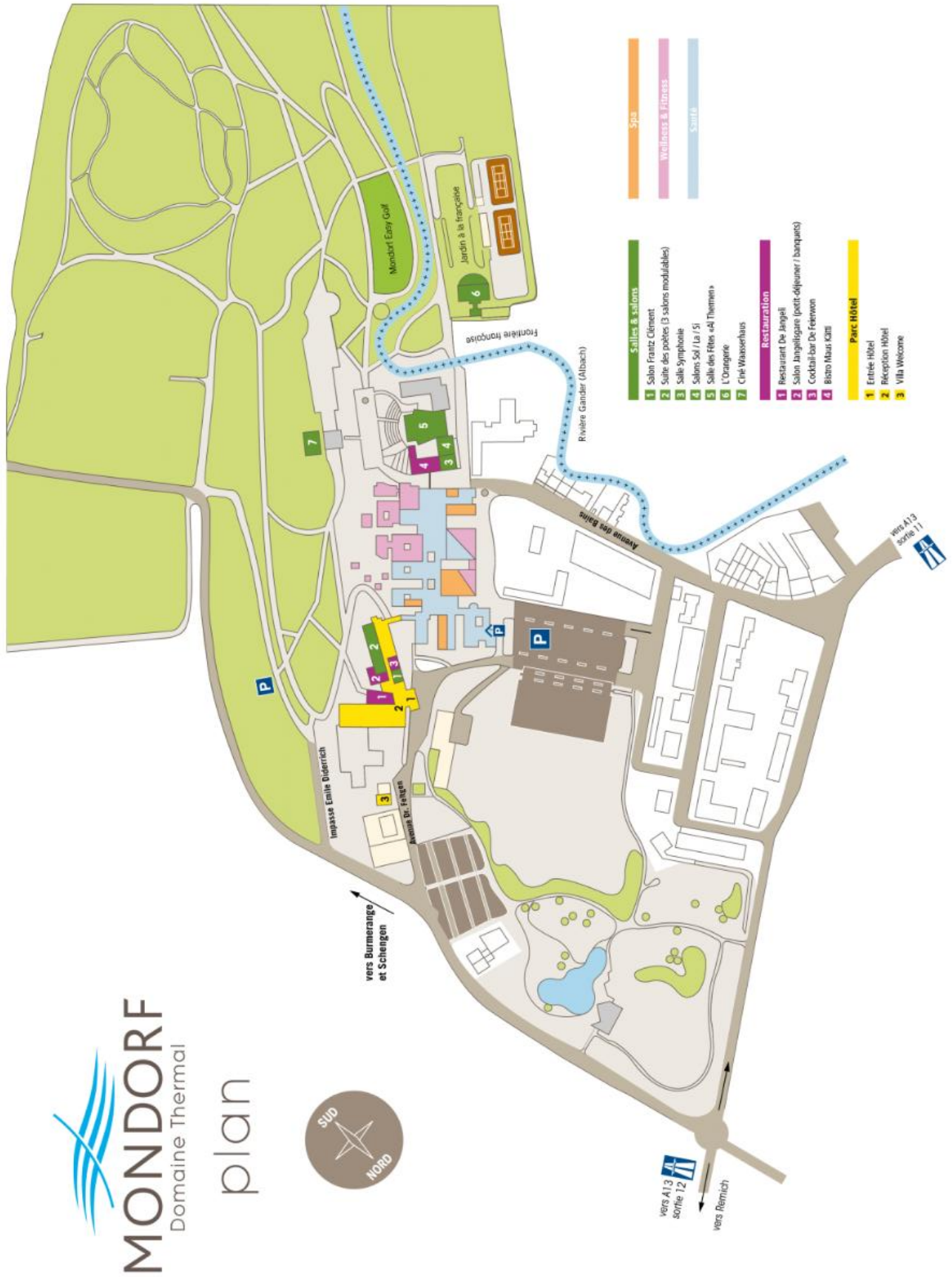
- **By taxi**

Taxis are available at Luxembourg airport and at the Luxembourg City train station.

The contact details of all taxi companies can be found in the online telephone directories: [www.editus.lu](http://www.editus.lu), [www.yellow.lu](http://www.yellow.lu) or [www.follow.lu](http://www.follow.lu).

- **Parking**

Please use the public parking of the Domaine thermal of Mondorf.



## 2.3. ACCREDITATION

**Accreditation is compulsory** for media representatives wishing to cover the informal meeting Major Economies Forum on Energy and Climate.

**Accreditation applications have to be made before 18 July 2015 by sending an e-mail to the address: [accreditation@sjp.etat.lu](mailto:accreditation@sjp.etat.lu) and by specifying:**

- Your surname
- Your first name
- Your function
- Your media organisation

- **Accreditation badge**

**The accreditation badge can be collected in the Salle Symphonie (Anciens Thermes) on Sunday 19 July 2015 between 12.45 p.m. and 4 p.m.**

Please bring all the following documents for collection of your accreditation badge:

- a valid national identity document (passport or identity card) with photo;
- your press card or the assignment letter on headed paper signed by the editor-in-chief or an authorised substitute of your media organisation, certifying that you work for the said media organisation and that you are mandated to cover the event.

All the identification documents required for accreditation (identity document, press card) must be valid on the day of the meeting.

- **Contact**

E-mail: [accreditation@sjp.etat.lu](mailto:accreditation@sjp.etat.lu)

## 2.4. WORKING ROOM

Media representatives can work in the Salle Symphonie.

A wireless network (wireless LAN) is available in this room. Internet access is provided via a login and password given on-site.


**Opening hours of the working room: Sunday 19 July 2015 from 12.45 p.m. to 7 p.m.**


## 2.5. INTERNET

- **Websites**

### Presidency

Official website: [www.eu2015lu.eu](http://www.eu2015lu.eu)

Twitter:  [@eu2015lu](https://twitter.com/eu2015lu)

Hashtag:  [#eu2015lu](https://twitter.com/eu2015lu)

### Luxembourg

Official website of the Luxembourg Government: [www.gouvernement.lu](http://www.gouvernement.lu)

Official portal of the Grand Duchy of Luxembourg: [www.luxembourg.lu](http://www.luxembourg.lu)

Website of the National Tourist Board: [www.visitluxembourg.lu](http://www.visitluxembourg.lu)

Website of the Luxembourg City Tourist Office: [www.lcto.lu](http://www.lcto.lu)

## 3. AUDIOVISUAL SERVICE

### 3.1. HOST BROADCASTER

Broadcasting Center Europe (BCE) is the host broadcaster of the Luxembourg Presidency of the Council of the European Union in the second half of 2015. It will provide audiovisual materials from informal and high-level meetings taking place in Luxembourg to radio and TV broadcasters free of charge.

It will carry out technical TV and radio services as well as produce and distribute pool signals to the national and international media.

The host broadcaster will carry out multi- and unilateral transmissions, in partnership with the European Broadcasting Union (EBU).

Events covered by the host broadcaster (recorded):

- *Tour de table* before the beginning of the meetings
- Family photo
- Press conference (original language)

Please note that no editing booths are available in the press centre in Mondorf.

#### Contact points:

- **Presidency host broadcaster**

BCE – Technical TV and radio facility; SNG and unequipped editing vehicle parking

Tel.: (+352) 24 80-2015

Mobile: (+352) 691 402 015

E-mail: [hostbroadcaster.eu2015lu@bce.lu](mailto:hostbroadcaster.eu2015lu@bce.lu)

Website: [www.bce.lu](http://www.bce.lu)

### 3.2. AUDIOVISUAL MATERIALS

- **News videos**

The recorded footage can also be watched on demand on the Luxembourg Presidency's website and will be provided to media representatives free of charge.



Any requests for broadcast quality (MPEG-4) images (from the best-of of the live footage) must be sent to the host broadcaster at the following address: [hostbroadcaster.eu2015lu@bce.lu](mailto:hostbroadcaster.eu2015lu@bce.lu).

The copyright to use for news footage is: © **eu2015lu.eu**

- **Videos of the Grand Duchy of Luxembourg**

A selection of videos (beauty shots) showing the various facets of the Grand Duchy of Luxembourg will also be provided to TV teams free of charge for their reports. Contact: [hostbroadcaster.eu2015lu@bce.lu](mailto:hostbroadcaster.eu2015lu@bce.lu)

The copyright to use for “Luxembourg beauty shots” is: © **SIP/BCE**

## 4. PHOTO SERVICE

### 4.1. NEWS PHOTOS

The official photographers of the Luxembourg Presidency will provide photo coverage of the meeting Major Economies Forum on Energy and Climate.

These high-resolution news photos are available free of charge to media representatives, provided that the source is duly credited: © **eu2015lu.eu/name of the photographer**

The photos can be downloaded on the website of the Luxembourg Presidency of the Council of the European Union [www.eu2015lu.eu](http://www.eu2015lu.eu). Or on the website [http://extranet.sip.lu/download/photos\\_presidence/r07](http://extranet.sip.lu/download/photos_presidence/r07).

### 4.2. PHOTOS OF THE GRAND DUCHY OF LUXEMBOURG

The Presidency has also made available a selection of photos (beauty shots) showing the various facets of the Grand Duchy of Luxembourg. They can be used free of charge by media representatives in their report.

They can be downloaded from the website of the Luxembourg Presidency of the Council of the European Union [www.eu2015lu.eu](http://www.eu2015lu.eu).

Please respect the copyright for each downloaded photo.

Please contact the **Photo Service** for further information.

E-mail: [photos.eu2015lu@sip.etat.lu](mailto:photos.eu2015lu@sip.etat.lu)

## 5. USEFUL INFORMATION

### 5.1. POWER

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### 5.2. CURRENCY

The official currency of the Grand Duchy of Luxembourg is the euro. Foreign currency can be exchanged at any bank. Credit cards are widely accepted.

### 5.3. BANKS

Opening hours for banks (in general): Monday to Friday, 8.30 a.m. to 4.30 p.m.

### 5.4. LUXEMBOURG ENTRY VISA

Media representatives from countries which are subject to visa requirements and who wish to cover the ministerial meetings that will take place in Luxembourg during the Presidency must have a valid passport and visa.

Visa requests must be submitted in person to a Luxembourg embassy or consulate or to the embassy or consulate of a country belonging to the Convention implementing the Schengen Agreement (which represents Luxembourg for issuing visas) in the applicant's country of residence.

Please make sure you apply for your visa in sufficient time.

You can find more information on this subject on this website:

<http://www.guichet.public.lu/citoyens/fr/citoyennete/immigration-visa/visa/entree-visa/>.

Please check the Ministry for Foreign and European Affairs website

<http://www.gouvernement.lu/4843909> to see the list of countries whose citizens will require a visa.

## 5.5. ACCOMMODATION

The Presidency is not in charge of hotel reservations for media representatives.

Media representatives who wish to receive information about hotels in Luxembourg should contact the Luxembourg City Tourist Office.

### Contact:

Luxembourg City Tourist Office (LCTO)

(Opening times: Monday-Saturday from 8 a.m. to 6 p.m. and Sundays from 10 a.m. to 6 p.m.)

Tel.: (+352) 22 28 09 or (+352) 22 75 65

E-mail: [touristinfo@lcto.lu](mailto:touristinfo@lcto.lu) or [convention.bureau@lcto.lu](mailto:convention.bureau@lcto.lu)

Website: [www.lcto.lu](http://www.lcto.lu)

## 6. DISCOVER THE TOURIST ATTRACTIONS OF LUXEMBOURG

### Note for media representatives wishing to create a portrait of the Grand Duchy of Luxembourg

Accredited media representatives can contact the National Tourist Board (Office national du tourisme, ONT) and the Luxembourg City Tourist Office (LCTO) for assistance in creating touristic reports on the Grand Duchy of Luxembourg during the Presidency of the Council of the European Union.

- **Guided tours throughout the country**

The ONT, in partnership with the LCTO and the Regional Tourist Boards (Offices régionaux du tourisme, ORT), can provide thematic (touristic) guided tours throughout the country. The starting point, time and duration of the guided route will be established according to the availability of the media representatives. For organisational reasons, it is recommended, or even required, to contact the ONT's Press Service a few days before the arrival in Luxembourg.

Information on touristic programmes in the different regions of the Grand Duchy is available on the ONT Press site: <http://press.visitluxembourg.com/en>.

The ONT offers media representatives who are interested in the touristic offer in Luxembourg the "Luxembourg Card", a pass which gives free access to more than 70 museums and tourist attractions throughout the entire Grand Duchy. The pass also allows free use of public transport (trains and buses on the national public transport network).

Furthermore, next to the information for the press, the ONT makes an important selection of photos of the Grand Duchy available to the media representatives. The photos can be downloaded from the website <http://press.visitluxembourg.com/en>. The reproduction of the photos is only permitted if the copyright is mentioned.

- **Guided tours of the capital**

The LCTO can provide quick guided tours of the capital and hereby assist journalists in the creation of their portraits of the destination. For organisational reasons, media representatives should contact the LCTO Press Service a few days before the arrival in Luxembourg.

- **Reference websites**

If media representatives want to communicate information on the touristic offer in Luxembourg to the general public, they are kindly asked to mention in their reports the reference websites of the ONT, [www.visitluxembourg.com](http://www.visitluxembourg.com), and of the LCTO, [www.lcto.lu](http://www.lcto.lu).

- **Contacts**

**National Tourist Board**

B.P. 1001

L-1010 Luxembourg

Tel.: (+352) 42 82 82-45

E-mail: [presse@ont.lu](mailto:presse@ont.lu)

**Luxembourg City Tourist Office**

Press Service

30, place Guillaume II

L-2011 Luxembourg

Tel.: (+352) 47 96-4722

Mobile: (+352) 691 984 722

E-mail: [cathy.giorgetti@lcto.lu](mailto:cathy.giorgetti@lcto.lu)

## 7. CONTACTS

### 7.1. TELEPHONE COMMUNICATIONS

- **Directory enquiry services**

Online telephone directory of the Grand Duchy of Luxembourg: [www.editus.lu](http://www.editus.lu)

National numbers                      Tel.: (+352) 118 17

International numbers                Tel.: (+352) 118 16

- **International telephone calls**

To call Luxembourg from abroad, please dial 00352 followed by the number of the person you are calling.

To call abroad from Luxembourg, please dial 00 followed by the country code and number of the person you are calling.

Germany	49	Italy	39
Austria	43	Latvia	371
Belgium	32	Lithuania	370
Bulgaria	359	Malta	356
Cyprus	357	Netherlands	31
Croatia	385	Poland	48
Denmark	45	Portugal	351
Spain	34	Czech Republic	420
Estonia	372	Romania	40
Finland	358	United Kingdom	44
France	33	Slovakia	421
Greece	30	Slovenia	386
Hungary	36	Sweden	46
Ireland	353		

### 7.2. TOURISM

#### **National Tourist Board**

Tel.: (+352) 42 82 82-1 (central)

E-mail: [info@visitluxembourg.com](mailto:info@visitluxembourg.com)

Website: [www.visitluxembourg.com](http://www.visitluxembourg.com)

#### **Luxembourg City Tourist Office**

Tel.: (+352) 22 28 09 (central)

E-mail: [touristinfo@lcto.lu](mailto:touristinfo@lcto.lu)

Website : [www.lcto.lu](http://www.lcto.lu)

### 7.3. TRANSPORT

#### **Société nationale des chemins de fer luxembourgeois (CFL) (Luxembourg National Railways)**

Tel.: (+352) 24 89 24 89 (information and reservations)

Website: [www.cfl.lu](http://www.cfl.lu)

#### **Société de l'aéroport de Luxembourg SA (lux-airport) (Luxembourg Airport Company)**

Tel.: (+352) 24 64-1

E-mail: [info@lux-airport.lu](mailto:info@lux-airport.lu)

Website: [www.luxairport.lu](http://www.luxairport.lu)

#### **Autobus de la Ville de Luxembourg (Luxembourg City Buses)**

Tel.: (+352) 47 96-2975

Website: [www.autobus.lu](http://www.autobus.lu)

#### **Mobilitéitszentral (Mobility Centre)**

Tel.: (+352) 24 65 24 65

E-mail: [info@verkeiersverbond.lu](mailto:info@verkeiersverbond.lu)

Website: [www.mobiliteit.lu](http://www.mobiliteit.lu)

#### **Breakdown service**

Automobile Club du Grand-Duché de Luxembourg

Tel. (breakdown): (+352) 26 000

Tel. (other services): (+352) 45 00 45-1

Website: [www.acl.lu](http://www.acl.lu)

#### **Taxis**

The contact details of all taxi companies can be found in the online telephone directories:

[www.editus.lu](http://www.editus.lu), [www.yellow.lu](http://www.yellow.lu) or [www.follow.lu](http://www.follow.lu).

#### **Interactive map of Luxembourg City**

[www.topographie.lu](http://www.topographie.lu)

### 7.4. SAFETY

**Ambulance** Tel.: 112

**Emergency (police)** Tel.: 113

## 8. CONTACTS FOR MEDIA

- **Environment**

**Olaf Munichsdorfer**

Ministry for Sustainable Development and Infrastructure, Department of the Environment

E-mail: [olaf.munichsdorfer@mev.etat.lu](mailto:olaf.munichsdorfer@mev.etat.lu)

Mobile: (+352) 621 459 283

- **Information and Press Service of the Luxembourg Government**

**Guy Schuller**

Director of the Information and Press Service

E-mail: [guy.schuller@sip.etat.lu](mailto:guy.schuller@sip.etat.lu)

Mobile: (+352) 621 133 747

Tel.: (+352) 247-82180

**Stefanie Simonelli**

Responsible for Media Organisation (media accreditation, press centre)

Tel.: (+352) 247-82189

Mobile: (+352) 621 358 197

E-mail: [stefanie.simonelli@sip.etat.lu](mailto:stefanie.simonelli@sip.etat.lu)

**For general questions**

E-mail: [infopresse@sip.etat.lu](mailto:infopresse@sip.etat.lu)

**Media Accreditation Service**

E-mail: [accreditation@sip.etat.lu](mailto:accreditation@sip.etat.lu)

**Press centre**

E-mail: [stand.info@sip.etat.lu](mailto:stand.info@sip.etat.lu)

**Photos**

E-mail: [photos.eu2015lu@sip.etat.lu](mailto:photos.eu2015lu@sip.etat.lu)

- **Website of the Luxembourg Presidency of the Council of the European Union**

Contact: [sitepr2015@mae.etat.lu](mailto:sitepr2015@mae.etat.lu)