



MEDIA GUIDE

Informal Meeting
of Development
Ministers

Luxembourg-Kirchberg

14-15 February 2005

www.eu2005.lu



Présidence luxembourgeoise
du Conseil de l'Union européenne



Welcome Note

Taking into account the financial means made available, the Union is the most important global actor in the field of development cooperation. Together with its Member States, the EU accounts for 55 % of all Official Development Aid. However, this remarkable performance equally implies a heavy responsibility.

Our meeting takes place at the beginning of a year that will enter into the history of international relations. The natural disaster that occurred in the Indian Ocean on 26 December of last year has caused more than 300.000 dead, and several hundred thousand of injured and homeless people, as well as terrible structural damage and destructions. At the same time, it has led to an extraordinary surge of solidarity. How to capture this impetus by rendering it more sustainable at a time where the reconstruction phase is at its mere beginnings? How to keep commitments, while we are conscious that the number of forgotten conflicts has not diminished and that the development needs have never been so important? And also how can we provide the EU with the necessary capacity to respond in a more robust and coordinated way to similar cases in the future?

The year 2005 shall equally be distinguished by the UN September Summit, which will bring together the Heads of State and Government of the UN Member States. They shall discuss the options with regard to the new security challenges and the reforms to be undertaken within the UN system. They will in particular have the opportunity to assess progress towards the achievement of the Millennium Development Goals and to agree on actions to be taken. The Millennium Project that has just been presented to us shows that we are a long way from our

goals and that substantial additional efforts are required to achieve them. The European Union has agreed to play a leading role at this Summit. We have thus to agree on the increase of resources that we are ready to deploy in order to halve poverty during the next ten remaining years. The responsibility of the Development Ministers is called upon in this respect.

Another subject that we will turn our attention to during this informal meeting is the fight against HIV/AIDS. How can the European Union improve its strategy and strengthen its efforts in order to better contribute to stop and then curb the spread of this pandemic disease in a more substantial and sustainable way?

The problems of the North-South relations are as complex as are those of developing countries themselves. A better sharing of our wealth is certainly essential to reduce and eradicate poverty. There are, however, no tailor-made solutions. The diversity of the countries, of their historical and cultural backgrounds, requires a steady differentiation effort. Debt, environmental problems, the outcome of the trade negotiation round – which we want to become a development round –, more democratic structures at a universal level, as well as good governance, count among the other most important challenges on the way towards more fair and balanced North-South relations. To a certain extent, this also implies a redefinition and a more solid coherence of our policies. The revision of the development cooperation policy declaration that we shall have the opportunity to discuss provides the opportunity to press forward in this direction. Not only shall this revision induce us to build into the declaration the commitments taken since the year 2000, but it will also help to bring into fruition, without any complacency,

the lessons of the past. In particular, it should lead the EU to play a more political role on the stage of international development relations.

Thus the year 2005 provides the opportunity to place the international relations, and, more particularly, the relations between industrialized and developing countries on a new and more democratic basis. With the necessary political will, decisive progress towards the massive and sustainable reduction of poverty on our planet will be possible. We have the means and resources to achieve it.

The informal meeting should encourage us to commit ourselves towards more solidarity and a more stable and fair world.

With this wish, I warmly welcome all participants and wish them a very pleasant stay at the informal meeting of Development Ministers, taking place in Luxembourg on the 14th and 15th of February 2005.



Jean-Louis Schiltz

Minister for
Development
Cooperation and
Humanitarian Affairs

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A Media Programme

Monday 14 February 2005

- 3.30 pm - 4.00 pm Arrival of delegates
Visual media: coverage of the arrival outside the building
- 4.00 pm - 6.00 pm First working session
Visual media: *tour de table* at the beginning of the meeting
- 6.00 pm Press conference of the Presidency and the European Commission on the follow-up of the efforts of the European Union and its member states towards the populations affected by the Tsunami in the Indian Ocean
In the presence of all the media

Tuesday 15 February 2005

- 8.30 am - 9.00 am Arrival of delegates
Visual media: coverage of the arrival outside the building
- 9.00 am - 11.00 am Second working session
Visual media: *tour de table* at the beginning of the meeting
- 11.00 am Family photo
In the presence of the visual media
- 11.15 am - 1 pm Continuation of the second working session
- 1.15 pm Short press briefing of the Presidency
In the presence of all the media
- 1.15 pm - 2.45 pm Ministers' lunch
- 3 pm - 4.15 pm Third working session
Visual media: *tour de table* at the beginning of the meeting
- 4.30 pm Press conference of the Presidency and the European Commission in the presence of Mr Mark Malloch-Brown of the PNUD and Dr Peter Piot of ONUSIDA
In the presence of all the media

B Kiem Conference Centre

1. The press centre

The Informal Meeting of Development Ministers takes place at the Kiem Conference Centre.

It is located on the Kirchberg, in the north-east of Luxembourg City and can hold 1 700 persons.

The press centre is situated in the halls 3 and 4 of the Kiem Conference Centre.

The press centre offers 400 working spaces, one press conference room with cabins for translators, 30 briefing rooms, 50 posts with cutting/recording/taping tools and five stand-up positions.

Catering is available in the new press lounge, a convivial space exclusively reserved for journalists.

In December 2004, it was awarded the Luxembourg Architecture Price 2004 of the *Fondation de l'architecture et de l'ingénierie*.

Opening hours of the press centre :

Monday 14 February 2005: 10 am - 9 pm

Tuesday 15 February 2005: 7.30 am - 8 pm

2. Access to the site

Address

Centre de Conférence Kiem
5, rue Carlo Hemmer
L-1734 Luxembourg-Kirchberg

Please note that the media entrance is located at the Circuit de la Foire internationale.

By car

- from the Grande-Duchesse Charlotte bridge :
Avenue J. F. Kennedy – Kirchberg roundabout – Circuit de la Foire internationale – rue Carlo Hemmer
- from the A6 (Belgium), A3 (France) motorways :
A1 motorway – exit Kirchberg/FIL – Kirchberg roundabout – Circuit de la Foire internationale – rue Carlo Hemmer

By bus

The Presidency organises a shuttle service for media representatives. These busses stop at the central station, the city centre, the airport and the conference centre.

3. Parking

Please note that it is not possible to park your car in front of the Kiem Conference Centre, except for satellite vehicles. The press is therefore asked to use the car park under the shopping centre (Auchan), situated very close to the Kiem Conference Centre. Parking spaces for the press are reserved at level -3.

The car park is accessible via the Avenue J. F. Kennedy. When you enter the parking, please take an entrance ticket at the barrier and keep it. It can be exchanged for a validated ticket at the “info-média” desk of the Kiem Conference Centre, so that the parking will be free of charge for the media.

Passes for satellite vehicles (SNG)

Satellite vehicles can park in front of the media entrance (access via the Circuit de la Foire internationale).

Contact person:

Nico Rathes - Broadcasting Center Europe (BCE)

Tel.: (+352) 2480 7016

GSM: (+352) 021 193 887

GSM: (+352) 021 148 100

E-mail: nico_raths@bce.lu

4. Accreditation

Media accreditation is compulsory for ministerial meetings. Access will only be granted to media representatives who are duly accredited.

Accreditation desk

You can collect your badge at the accreditation desk located in hall 3, at the entrance of the Kiem Conference Centre. You have access to the accreditation desk via the Circuit de la Foire internationale.

Withdrawal of the badges

Accreditation badges (yellow) must be collected **personally** and are not transferable.

The identification badge will only be issued only on presentation of:

- a valid passport or national identity card with a photograph,
- a valid press card or an ORIGINAL letter from the newspaper's editorial office signed by the editor-in-chief, stating the professional status of those persons who do not have a press card.

Accreditation badges must be worn visibly throughout the meeting.

The accreditation desk must be notified immediately of any loss of a badge.

Tel.: (+352) 4302-81517

Fax: (+352) 4302-83087

E-mail: accreditation@eu2005.lu

Opening hours of the accreditation desk

Monday 14 February 2005: 10 am - 5.30 pm

Tuesday 15 February 2005: 7.30 am - 4.00 pm

5. “Info-média” desk

Do not hesitate to consult the “info-média” desk in the working room for any further information.

Tel.: (+352) 4302-81326

Fax: (+352) 4302-83082

E-mail: media@eu2005.lu

6. The working room

The working room offers 400 working spaces with free Internet access, PCs, printers, telephones (with connection to analogical and digital modem) and photocopiers.

Wireless Lan is another service provided by the Luxembourg Presidency.

Phone instructions

Incoming calls:

To reach a number at the Kiem Conference Centre from outside, please dial (+352) 4302- followed by the extension (5-figure number).

Outgoing calls:

For an outside line, please dial “9”.

Internal calls:

For an internal number, dial only the five-digit extension.

7. Briefing rooms

Each delegation has an individual briefing room in the press centre. The time schedule of the various briefings will be announced in advance on the screens of the internal information channel throughout the press centre.

Contact:

«info-média» desk

Tel.: (+352) 4302-81326

Fax: (+352) 4302-83082

E-mail: media@eu2005.lu

8. TV and radio

Broadcasting Centre Europe (BCE) is the host broadcaster of the Luxembourg Presidency of the Council of the European Union and provides technical services for TV and radio, production and distribution of pool signals.

In collaboration with the Eurovision (European Broadcasting Union), the host broadcaster provides multi- and -unilateral transmissions.

BCE and Eurovision are responsible for the reservations of editing rooms, stand up positions and the feed.

Television/Radio editing rooms are situated in the halls 3 and 4 of the press centre. They are equipped with an analogue telephone line, ISDN line, television sets and are able to receive the television signal of the host broadcaster.

You will also find injection points for the Eurovision, SNG connections, 2 equipped stand up positions as well as 2 editing rooms with editors.

Parking media transmission vehicles and editing vehicles (SNG)

Media transmission vehicles (SNG) may park in front of the media entrance at the Centre de conférence, on the side of the Circuit de la Foire internationale.

Contact persons :

EUROVISION – booking

Television : Rosa Moreno

Tel.: (+41) 22 717 28 40

GSM: (+41) 79 213 4885

E-mail: moreno@eurovision.net

Radio: Julia Loncier

Tel.: (+41) 22 717 2607

GSM: (+41) 79 230 1508

E-mail: loncier@ebu.ch

Host broadcaster of the Presidency

BCE – technical disposition for TV and radio /
parking spaces for SNG and editing vehicles

Nico Rath

Tel.: (+352) 2480 70 16

GSM: (+352) 021 193 887

GSM: (+352) 021 148 100

E-mail: nico_raths@bce.lu

9. Media pools

Considering the number of applications for coverage by the media, pool systems will be operating. Photographers and cameramen wishing to participate in the different pools, have to apply at the “Info-média” desk in the press centre. The Presidency will set up the pools after receiving the applications.

The meeting point will be inside the press centre and the hours of departure will be displayed on the internal information channel. A staff member of the Presidency will accompany the press to all events to cover. Individual access is not permitted.

Due to time, space and security restraints only one photo pool and the host broadcaster will cover the tour de table at the beginning of each meeting. The television channels that would like to benefit from this service can contact the host broadcaster.

10. Photo service

The Presidency provides photo coverage. Photos can be downloaded from <http://www.eu2005.lu/en/actualites/photos/index.html>

11. Internal information channel

The internal information channel allows messages to be displayed throughout the press centre. These television screens will retransmit all the events covered by pools and display practical information (pools, press conferences...).

C Services

1. Catering

The press centre offers catering facilities.

Refreshments

Refreshments (coffee, tea, drinks...) are served continuously at the press bar.

Lunch

The restaurant in the press centre (hall 3) features a buffet lunch.

Opening hours of the restaurant :

Monday 14.02.2005 12.30 pm - 2.30 pm

Tuesday 15.02.2005 12.30 pm - 2.30 pm

Dinner

The Presidency hands out luncheon vouchers for media representatives, to be exchanged in restaurants in Luxembourg City and surroundings (see list of restaurants in the MAPS-section).

2. Lockers

Left-luggage lockers are at your disposal in the press centre (hall 3). The keys can be withdrawn at the “info-média” desk.

3. Lost property

Lost property may be retrieved from the infopoint “info-média” desk located in the working room of the press centre.

D General information

1. Electricity

220 V

2. Currency

The official currency in Luxembourg is the euro. Foreign currency and traveller's cheques can be exchanged in all banks.

Credit cards are widely accepted. They can also be used to withdraw cash from the many cash dispensers.

3. Banks

Opening hours :

From Monday to Friday: 8.30 am - 4.30 pm

4. Shops

Opening hours of shops in Luxembourg City :

Monday: 2 pm - 6 pm

From Tuesday to Saturday: 9 am - 6 pm

Opening hours of the shopping centre Auchan :

Shops

From Monday to Wednesday: 9 am - 8 pm

Friday: 9 am - 9 pm

Saturday: 9 am - 6 pm

Restaurants

From Monday to Wednesday: 8 am - 9 pm

Friday: 8 am - 10 pm

Saturday: 8 am - 7 pm

Supermarket

From Monday to Wednesday: 8 am - 8 pm

Friday: 8 am - 9 pm

Saturday: 7 am - 6 pm

5. Post offices

Opening hours

Findel Airport:

From Monday to Friday: 8 am - 7 pm

Central station:

From Monday to Friday: 6 am - 7 pm

Saturday: 6 am - 12 am

City centre:

From Monday to Friday: 7 am - 7 pm

Saturday: 7 am - 5 pm

E Practical Information

1. Safety

Ambulance Tel.: 112

Emergencies (Police) Tel.: 113

Security service on site Tel.: (+352) 4302-81340

2. Useful telephone numbers

“Info-média” desk

Tel.: (+352) 4302-81326

Fax: (+352) 4302-83082

E-mail: media@eu2005.lu

Accreditation desk:

Tel.: (+352) 4302-81517

Fax: (+352) 4302-83087

E-mail: accreditation@eu2005.lu

IT Help Desk:

Tel.: (+352) 24 74 99 99

3. Telephone information

Online phone directory

<http://www.editus.lu>

National phone numbers Tel.: (+352) 11817

International phone numbers Tel.: (+352) 11816

International phone calls

In order to call Luxembourg from abroad, please dial “+352” followed by the phone or fax number of your correspondent.

For an international call from Luxembourg, please dial “00” followed by the country code and the phone number of your correspondent.

Austria	43
Belgium	32
Bulgaria	359
Croatia	357
Cyprus	385
Czech Republic	420
Denmark	45
Estonia	372
Finland	358
France	33
Germany	49
Greece	30
Hungary	36
Ireland	35
Italy	39
Latvia	371
Lithuania	370
Malta	356
Netherlands, the	31
Poland	48
Portugal	351
Romania	40
Slovakia	421
Slovenia	386
Spain	34
Sweden	46
Turkey	90
United Kingdom	44

4. Tourism and hotel reservation

Luxembourg National Tourist Office (LNTO)

Tel.: (+352) 48 11 99

E-mail: info@ont.lu

<http://www.ont.lu>

Luxembourg City Tourist Office (LCTO)

Tel.: (+352) 22 28 09

E-mail: touristinfo@luxembourg-city.lu

<http://www.lcto.lu>

5. Transport

Luxembourg national railways (CFL)

Tel.: (+352) 49 90 49 90 (information and reservation)

Fax: (+352) 49 35 32

E-mail: info@cfl.lu

<http://www.cfl.lu>

Airport – Luxembourg-Findel

Tel.: (+352) 2456 50 50 (information)

<http://www.luxair.lu>

Municipal bus service

Tel.: (+352) 47 96 29 75

<http://www.autobus.lu>

Breakdown service

Automobile Club du Grand-Duché de Luxembourg

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

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

Fax: (+352) 45 04 55

<http://www.acl.lu>

Taxis

Contact the Presidency staff at the “info-média” desk to ask for a taxi.

6. Other useful contacts

Information and Press Service of the Government

33, boulevard Roosevelt

L-2450 Luxembourg

Tel.: (+352) 478-2181

Fax: (+352) 47 02 85

E-mail: info@sip.etat.lu

<http://www.gouvernement.lu>

<http://www.ue2005.lu>

Ministry for Foreign Affairs and Immigration

5, rue Notre-Dame

L-2240 Luxembourg

Tel.: (+352) 478 24 49

Fax: (+352) 22 32 85

E-mail: officielle.boite@mae.etat.lu

<http://www.mae.lu>

F Guided Tours

Notice for the media wishing to realise a portrayal of the Grand Duchy of Luxembourg

Television crews, cameramen, journalists and photographers, accredited may contact the National Tourist Office (NTO) in order to obtain information for a portrayal of the Grand Duchy of Luxembourg within the framework of the Council of the European Union.

Upon request, the NTO, in cooperation with the Luxembourg City Tourist Office and local tourist boards, will provide – free of charge – guided tours meeting their specific needs. The departure point, time and duration of the guided tour will be determined according to the availability of the media representatives.

For technical reasons, contacting the press service of the NTO several days before arriving in Luxembourg is recommended. As far as possible, an escort may be provided at the last minute.

Furthermore, the NTO will provide the media with photos on CD representing sights of the Grand Duchy of Luxembourg and Luxembourg City. Upon request, television crews will be able to obtain from the NTO a Betacam version of a film of the Grand Duchy of Luxembourg, free of copyright.

Please note that a selection of press releases on recent news in the tourist department of the Grand Duchy is listed in the section “Presse professionnelle” of the Internet site www.visitluxembourg.lu (www.ont/presse.lu).

The NTO press service as well as its reception centre at the railway station (open seven days a week, tel.: (352) 48 11 99, fax: (352) 42 82 82 30) and the “Luxembourg Presidency” desk at the airport (open seven days a week) are available to the media for all additional information.

NTO contact points:

Jean-Claude Conter, in charge of the National Tourist Office Press Service

Tel.: (+352) 42 82 82 25

E-mail: jeanclaudio.conter@ont.lu

Fax: (+352) 42 82 82 38

Pit Gelz, National Tourist Office Press Service

Tel.: (+352) 42 82 82 33

E-mail: pit.gelz@ont.lu

Fax: (+352) 42 82 82 38

G Diplomatic Representations of the European Union Member States accredited in Luxembourg

Please note that not all diplomatic representations are located in the Grand Duchy of Luxembourg.

Austria

3, rue des Bains
L-1212 Luxembourg
Tel.: (+352) 47 11 88-1
Fax: (+352) 46 39 74

Belgium

4, rue des Girondins
L-1626 Luxembourg
Tel.: (+352) 44 27 46-1
Fax: (+352) 45 42 82

Cyprus

51, rue de la Vallée
B-1000 Bruxelles
Tel.: (+32) 2 650 06 10
Fax: (+32) 2 650 06 20

Czech Republic

3, boulevard Royal
L-2449 Luxembourg
Tel.: (+352) 26 47 78
Fax: (+352) 26 47 78 20

Denmark

4, rue des Girondins
L-1626 Luxembourg
Tel.: (+352) 22 21 22-1
Fax: (+352) 22 21 24

Estonia

1, avenue Isidore Gérard
B-1160 Bruxelles
Tel.: (+32) 2 779 07 55
Fax: (+32) 2 779 28 17

Finland

2, rue Heine
L-1720 Luxembourg
Tel.: (+352) 49 55 51-1
Fax: (+352) 49 46 40

France

8b, boulevard Joseph II
L-1840 Luxembourg
Tel.: (+352) 45 72 71-1
Fax: (+352) 45 72 71 227

Germany

20-22, avenue Émile Reuter
L-2420 Luxembourg
Tel.: (+352) 45 34 45-1
Fax: (+352) 45 56 04

Greece

27, rue Marie-Adélaïde
L-2128 Luxembourg
Tel.: (+352) 44 51 93-1
Fax: (+352) 45 01 64

Hungary

36, rue Marie-Adélaïde
L-2128 Luxembourg
Tel.: (+352) 26 45 91 77
Fax: (+352) 26 45 82 89

Ireland

28, route d'Arlon
L-1140 Luxembourg
Tel.: (+352) 45 06 10-1
Fax: (+352) 45 88 20

Italy

5, rue Marie-Adélaïde
L-2128 Luxembourg
Tel.: (+352) 44 36 44-1
Fax: (+352) 45 55 23

Latvia

158, avenue Molière
B-1050 Bruxelles
Tel.: (+32) 2 344 16 82
Fax: (+32) 2 344 74 78

Lithuania

48, rue Maurice Liétart
B-1150 Bruxelles
Tel.: (+32) 2 772 27 50
Fax: (+32) 2 772 17 01

Malta

65-67, rue Belliard
B-1040 Bruxelles
Tel.: (+32) 2 343 01 95
Fax: (+32) 2 343 01 06

Netherlands, the

6, rue Sainte-Zithe
L-2763 Luxembourg
Tel.: (+352) 22 75 70
Fax: (+352) 40 30 16

Poland

29, avenue des Gaulois
B-1040 Bruxelles
Tel.: (+32) 2 739 01 00
Fax: (+32) 2 736 18 81

Portugal

24, rue Guillaume Schneider
L-2522 Luxembourg
Tel.: (+352) 46 61 90-1
Fax: (+352) 46 61 93

Slovakia

195, avenue Molière
B-1050 Bruxelles
Tel.: (+32) 2 346 40 45
Fax: (+32) 2 346 63 85

Slovenia

179, avenue Louise
B-1050 Bruxelles
Tel.: (+32) 2 646 90 99
Fax: (+32) 2 646 36 67

Spain

4, boulevard Emmanuel Servais
L-2535 Luxembourg
Tel.: (+352) 46 02 55
Fax: (+352) 46 12 88

Sweden

2, rue Heine
L-1720 Luxembourg
Tel.: (+352) 29 68 34
Fax: (+352) 29 69 09

United Kingdom

14, boulevard Roosevelt
L-2450 Luxembourg
Tel.: (+352) 22 98 64
Fax: (+352) 22 98 67

Diplomatic representations of candidate states accredited in Luxembourg

Bulgaria

58, avenue Hamoir
B-1180 Bruxelles
Tel.: (+32) 2 374 59 63
Fax: (+32) 2 375 84 94

Croatia

425, avenue Louise
B-1050 Bruxelles
Tel.: (+32) 2 639 20 36
Fax: (+32) 2 512 03 38

Romania

41, boulevard de la Pétrusse
L-2320 Luxembourg
Tel.: (+352) 45 51 59
Fax: (+352) 45 51 63

Turkey

49, rue Siggy vu Lëtzebuerg
L-1933 Luxembourg
Tel.: (+352) 44 32 81
Fax: (+352) 44 32 81 34

