

Media programme

Informal meeting of foreign affairs ministers
Thursday 30 to Friday 31 August 2018

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Imprint

Event: Informal meeting of foreign affairs ministers
Date: 30-31 August 2018
Venue: Hofburg Vienna, Heldenplatz, 1010 Vienna
Host: Federal Ministry for Europe, Integration and Foreign Affairs



Editor: Austrian Presidency of the Council of the European Union
Version: 24 August 2018

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1. Media Events

Tuesday 28 August 2018

09:00-17:00 Opening hours for media accreditation

Venue: Amalienhof (on the right, event room 2),
Ballhausplatz 1

Wednesday 29 August 2018

09:00-17:00 Opening hours for media accreditation

Venue: Amalienhof (on the right, event room 2),
Ballhausplatz 1

12:00-18:00 Opening hours of the media centre

Venue: Media centre: Hofburg (access via the
Burgpassage/Heldenplatz)

Thursday 30 August 2018

08:00-18:00 Opening hours for media accreditation

Venue: Amalienhof (on the right, event room 2),
Ballhausplatz 1

08:00-22:00 Opening hours of the media centre

Venue: Media centre: Hofburg (access via the
Burgpassage/Heldenplatz)

13:30 **Arrival** of Foreign Affairs Minister Karin Kneissl

PHOTO & VIDEO OPPORTUNITY – Doorstep

Venue: Foyer, Hofburg

- 13:45-14:15 **Arrival** of the foreign affairs ministers

PHOTO & VIDEO OPPORTUNITY – Doorstep

Venue: Foyer, Hofburg
- 13:45-14:15 **Welcome** by Foreign Affairs Minister Karin Kneissl and Federica Mogherini, Vice President of the European Commission and High Representative of the Union for Foreign Affairs and Security Policy
exclusively HOST broadcaster and HOST photographers

Venue: Oberes Platzl, Hofburg
- 16:15 **POOL 1: GROUP PHOTO**, followed by **tour-de-table**

PHOTO & VIDEO OPPORTUNITY (PLEASE NOTE: ONLY OPEN TO PHOTO AND CAMERA CREWS)

Meeting point: 16:00 – Information desk in the media centre
- followed by **Plenary** of the foreign affairs ministers

Friday 31 August 2018

- 06:30-12:00 Opening hours for media accreditation

Venue: Amalienhof (on the right, event room 2), Ballhausplatz 1
- 06:30-18:00 Opening hours of the media centre

Venue: Media centre: Hofburg (access via the Burgpassage/Heldenplatz)
- 08:15-08:30 **Arrival** of the foreign affairs ministers at the Hofburg

PHOTO & VIDEO OPPORTUNITY – Doorstep

Venue: Foyer, Hofburg
- 10:00-10:10 **Arrival** of the foreign affairs ministers of the EU candidate countries at the Hofburg

PHOTO & VIDEO OPPORTUNITY – Doorstep

- followed by **Welcome** by Federal Minister Karin Kneissl and High Representative Federica Mogherini
exclusively HOST broadcaster and HOST photographers
- Venue: Marmorsaal, Hofburg
- 10:10 **Pool 2: GROUP PHOTO**, followed by **tour-de-table**
- PHOTO & VIDEO OPPORTUNITY (please note: only open to photo and camera crews)**
- Meeting point: 09:55 – Information desk in the media centre
- followed by **Plenary session** with the candidate countries
- 12:30 **PRESS CONFERENCE** with
- Karin Kneissl, Federal Minister for Europe, Integration and Foreign Affairs
 - Federica Mogherini, High Representative of the Union for Foreign Affairs and Security Policy and Vice President of the European Commission
- Languages: German, English, French with simultaneous interpretation
- Venue: Forum, Hofburg
- END OF GYMNICH ----
- 13:15-15:15 Luncheon debate: Critical infrastructure & digitalisation
exclusively HOST photographers
- Photos can be downloaded from
<https://www.flickr.com/minoritenplatz8> only.

2. Accreditation and Practical Information

Only media representatives who have obtained prior online accreditation with the Federal Press Service are allowed access to the media events of this programme and to use the media centre in the Hofburg.

Online accreditation can be carried out directly on the website of the Austrian Presidency at <https://www.eu2018.at/media/Media-accreditation.html>.

The accreditation badge is valid for the entire duration of the Austrian Presidency of the Council of the European Union.

The online accreditation system contains a **list of all the events** for which you can register. Please register in advance for the event you wish to attend.

2.1. Accreditation Desk

You can collect your accreditation badge Monday to Friday from 9:00 to 13:00 from the Media Accreditation Office of the Federal Press Service (Schauflegasse 1, 1010 Vienna).

- Monday to Friday: from 09:00 to 13:00

Between 28 and 31 August 2018, the media accreditation office can be found in event room 2 situated off the Amalienhof courtyard of the Hofburg, Ballhausplatz 1. Event room 2 is located on right-hand side of the courtyard.

Collection times for accreditation badges at the media accreditation desk:

- 28 August 2018: from 09:00 to 17:00
- 29 August 2018: from 09:00 to 17:00
- 30 August 2018: from 08:00 to 18:00
- 31 August 2018: from 06:30 to 12:00

To collect your accreditation badge, you will need to present three documents: your accreditation confirmation, a valid press card or the original letter of assignment from your media organisation, and a government-issued photo identification (identity card, passport or driving licence).

2.2. POOL Sessions

For organisational purposes we have to schedule the following events as POOL sessions:

- **POOL 1:** Group photo, followed by tour-de-table – 30 August 2018 at 16:15
- **POOL 2:** Group photo with the ministers of the EU candidate countries – 31 August 2018 at 10:10

To attend pool sessions, you will need not only a valid accreditation badge, but also a pool card. You can apply as of now for a pool card by emailing pk-anmeldungen@bmeia.gv.at.

Registration for pool sessions ends at 15:00 on Tuesday 28 August 2018.

The Ministry for Foreign Affairs reserves the right to close registration for pool sessions once all the places have been allocated. Places will be allocated on a first-come first-served basis. Should the number of registrations exceed the number of places, only those media representatives who have not been allocated a place on the pool list will receive an email notification.

The pool cards that give access to the pool sessions of the programme **can be collected exclusively from the information desk of the media centre in the Hofburg.**

- 30 August 2018: from 08:00 to 15:45
- 31 August 2018: from 06:30 to 09:45

3. Media Centre

For the duration of the event a media centre for accredited media representatives has been set up on the ground floor of the Hofburg Vienna.

3.1. Address

Hofburg Vienna
Heldenplatz
1010 Vienna

3.2. Access

The Austrian Presidency is committed to promoting sustainability and we therefore recommend that all attendees use public transport. The Hofburg has superb public transport connections. For more information, please visit www.wienerlinien.at.

3.3. Entrance for Media

The media centre is located on the ground floor of the Hofburg. It can be accessed via the entrance in the Burgpassage (via Heldenplatz).

3.4. Local Area Map



3.5. Opening Hours

Opening hours of the media centre

- 29 August 2018: from 12:00 to 18:00
- 30 August 2018: from 08:00 to 22:00
- 31 August 2018: from 06:30 to 18:00

3.6. Parking

In the immediate vicinity of the Hofburg Vienna, no parking spaces have been reserved for media representatives. Please use the public underground car parks in

the surrounding area, such as the Opera car park or the Freyung car park. Please note the short-term parking regulations in Vienna.

3.7. Information Desk

An information desk for media representatives has been set up in Gardehalle II on the ground floor of the Hofburg.

- general information
- daily agenda and updates

The information desk is open during the opening hours of the media centre and is also a meeting point for the media events. You must arrive no later than the time specified in the media programme in order to take part in a particular media event.

3.8. Equipment

The media centre has three briefing rooms, 200 workstations for media representatives and offers the following equipment:

- desks and chairs
- 220V power supply at each workstation
- Wi-Fi
- limited number of LAN access points
- limited number of ISDN access points
- limited number of permanent PCs in the media centre
- printer and copy machine black/white
- lounge area

3.9. Stand-Up Positions

A limited number of stand-up positions are available both inside and outside the media centre. Bookings can be made directly with the host broadcaster.

3.10. Catering

Coffee stations can be found in the media centre in the Hofburg. You can pick up free drinks here during the media centre opening hours. There will also be a buffet lunch in the media area on 30 and 31 August as well as a dinner on the first floor of the Hofburg on 30 August.

3.11. Please Note

- During the Austrian Presidency, video recordings, audio recordings and photos featuring attendees may be taken. This material may be shared by the Austrian Presidency or the Austrian Federal Government including on their websites or social media channels. By attending events, attendees agree to this material being published on an unlimited basis.
- Workstations in the media centres are allocated on a first-come first-served basis. Event organisers are unable to reserve workstations for media representatives. The Austrian Presidency team will remove from unoccupied workstations any reserved signs placed there by media representatives an hour after the start of an event.
- The Austrian Presidency assumes no responsibility for loss or damage to property.
- Taking photos or making recordings of confidential documents or other property belonging to attendees (including with mobile phones) is strictly forbidden.
- Under no circumstances are security staff to be filmed or photographed.
- The Federal Press Service reserves the right, should the need arise, to confiscate accreditation badges and thus revoke accreditation.
- Items which are not allowed to be brought into the media centre in accordance with the house rules or for security reasons may be handed over for safekeeping to the security team members in the entrance area of the media centre.
- Lost property will be kept at the information desk in the media centre. If the owner can be identified, the organisational team of the Austrian Presidency will contact the owner. Any uncollected items will be handed over to the Lost and Found Service of the City of Vienna.

4. Host Services

4.1. Host Broadcaster

ORF (Austrian Broadcasting Corporation) is the host broadcaster for the Austrian Presidency. and will provide free of charge to any interested Austrian or international radio stations and television channels **audiovisual material in broadcast quality (HD)** on this informal ministerial meeting.

Audiovisual material will be broadcast via EbS, the European Union's TV information service (programme: <http://ec.europa.eu/avservices/ebs/schedule.cfm>, satellite reception: <http://ec.europa.eu/avservices/ebs/satellite.cfm?sitelang=en>) and can be downloaded in real time via the website of the European Commission's Audiovisual Services at <https://ec.europa.eu/avservices/>.

The live feed of the audiovisual material can be received in the TV and radio booths and the parking spaces for satellite news gathering trucks (SNGs) at the media centre. Additional broadcasting requirements should be notified to the host broadcaster and will incur charges.

The host broadcaster will provide the following audiovisual material:

- arrivals and doorsteps in original language version
- handshakes (host welcome) in original language version
- tour-de-table
- Austrian Presidency press conference (original language version as well as German, English and French)

With regards to current coverage, rights of use are not limited in time or space.

The Austrian Presidency will make available 12 **TV and radio booths** in the media centre. The standard fitting includes one basic ISDN access point (radio booths), one LAN access point, 220V power supply and four workstations. Any additional requirements should be notified to the host broadcaster and will incur charges.

The host broadcaster will also provide the following services:

- technical support
- registration for and allocation of **stand-up positions**
- registration for and allocation of **TV and radio booths**
- registration for and allocation of **SNGs**

For queries and bookings of stand-up positions, TV and radio booths and registration for SNGs, please contact the host broadcaster directly:

host.eu2018@orf.at

Parking Spaces for SNGs

A limited number of parking spaces for SNGs will be provided in the immediate vicinity of the entrance to the media centre in the Hofburg. The host broadcaster will allocate these spaces on a first-come first-served basis. You must obtain prior registration in order to be able to use these parking spaces. Please note that these parking spaces can only be accessed at the following times:

- 29 August 2018: from 12:00 to 18:00
- 30 August 2018: from 08:00 to 12:00

4.2. Use of Radio Frequencies

Broadcasting licences for international TV stations have to be applied for individually at the telecommunications authority of the respective federal province. The application form for temporary use of radio equipment can be downloaded at the weblink <https://www.eu2018.at/media/Host-Services.html>. Please send the filled in form to the competent telecommunications office of

Vienna, Lower Austria and Burgenland:

Address: Radetzkystraße 2, 1030 Vienna
Fax: +43 (0) 71162/654409
Email: fb.wien@bmvit.gv.at

Further information can be found at <https://www.bmvit.gv.at/ofb/organisation/nachgeordnet/fmb/index.html>.

For productions, you need to coordinate radio frequencies via the frequency portal of the host broadcaster ORF <https://frequenz.orf.at>.

Contact for frequency coordination ORF

Wolfgang Wollner
Email: wolfgang.wollner@orf.at
Mobile: +43 664 627 85 24

4.3. Host Photographer Services

All official photos taken by the host photographer team will be published on the Austrian Presidency's Flickr channel (www.flickr.com/eu2018at). This will contain, in particular, photos of informal ministerial meetings, meetings with EU institutions, meetings with third countries and individual conferences. The photos will be provided free of charge in digital format and printing quality and will include IPTC metadata. Photos will also be published on the Flickr channel of the Ministry for Foreign Affairs (<https://www.flickr.com/minoritenplatz8>).

5. Practical Information

5.1. Wi-Fi

Wi-Fi is available throughout the media centre.

Network: Gymnich2018
Password: eu2018at

5.2. Website and Social Media

The Austrian Presidency **website** has a Practical Information section containing extensive information on how to get to and around Vienna as well as on other topics related to the Austrian Presidency.

The **cultural programme** can be found under the Calendar/Events section. For further information on the **host city** and all it has to offer, please visit www.wien.info/en.

An interactive **city map** of Vienna can be found at www.wien.gv.at/stadtplan/en/.

Hashtag: #eu2018at
#Gymnich

Twitter: www.twitter.com/EU2018AT
www.twitter.com/MFA_Austria

Facebook: www.facebook.com/EU2018AT
www.facebook.com/Aussenministerium

Instagram: www.instagram.com/EU2018AT
www.instagram.com/mfa_austria

Web: www.eu2018.at
www.bmeia.gv.at/en/

Livestream: www.eu2018.at

Youtube/Vimeo: www.vimeo.com/eu2018at
www.youtube.com/Minoritenplatz8

5.3. How to Get to Vienna

By Plane

Numerous European cities offer daily flights to Vienna Airport. A welcome desk will be set up in the arrivals hall of the airport for the Gymnich meeting on 30 and 31 August 2018.

Central flight information: +43 1 7007 22233

By Train

Information on train schedules and ticket prices can be obtained from the Austrian Federal Railways (ÖBB) (+43 5 1717, www.oebb.at) or WESTbahn (+43 1 899 00, www.westbahn.at).

By Car

In Austria, all drivers wishing to travel on motorways and expressways are required to pay a toll charge or have a toll sticker. Digital vignettes or toll stickers can be purchased from more than 6 000 sales outlets in Austria and abroad and can be bought for the following durations: 10 days (EUR 9), 2 months (EUR 26.20) or 1 year (EUR 87.30). Please note that the speed limit on Austrian motorways is 130 km/h.

There is a statutory drink driving limit of <0.5 milligrams of alcohol per millilitre of blood.

For more information on the rules for driving motor vehicles in Austria, please refer to: www.help.gv.at/Portal.Node/hlpd/public/content/6/Seite.063000.html

5.4. Connections between Vienna Airport and the City Centre

Railjet Service ÖBB

The Austrian Federal Railways (ÖBB) run a service connecting Vienna Airport with Vienna Hauptbahnhof (main station) in 15 minutes. There are regular direct connections between 06:30 and 23:00. There are indirect connections (taking approximately 40 minutes and with one change) from 04:42 to 00:18.

Tickets: single: EUR 4.20

www.oebb.at/en/

The U1 underground line provides a direct connection between the main station and Stephansplatz (approximately 5 minutes).

Airport Shuttle Service

The City Airport Train (CAT) offers a direct connection between Vienna Airport and the city centre in 16 minutes (Wien Mitte train station – Bahnhof Wien Mitte).

Tickets: single EUR 11 online; EUR 12 at the ticket machine / return EUR 19 online; EUR 21 at the ticket machine

www.cityairporttrain.com/en/home

From Landstraße (Wien Mitte train station) underground station, you can either take the U3 line to Stephansplatz or the U4 line to Karlsplatz.

Vienna Airport Lines

The Vienna Airport Line 2 offers a direct bus service between Vienna Airport and Morzinplatz (Schwedenplatz) station every 30 minutes. The journey will take approximately 25 minutes. Tickets can be bought on the bus.

Tickets: Tickets: single EUR 8 / return EUR 13

<https://www.viennaairportlines.at/en/>

Taxis and Car Sharing

For more information, please visit

https://www.viennaairport.com/en/passengers/arrival_parking/taxis_limousines
and https://www.viennaairport.com/en/passengers/arrival_parking/carsharing.

- Taxi 60160: +43 1 60160
- Taxi 40100: +43 1 40100
- Taxi 31300: +43 1 31300

5.5. Public Transport in Vienna

Vienna has a fully integrated public transport network. Between Monday and Friday, the underground, trams and buses run from approximately 05:00 until just after midnight. On Friday and Saturday as well as on the days preceding public holidays, the underground also runs throughout the night. Both during the week and at the weekend, NightLine buses complement the existing services as of midnight.

Single ticket: EUR 2.40 / 24 hours: EUR 8.00 / 48 hours: EUR 14.10 / 72 hours: EUR 17.10

EasyCityPass Vienna (1 week, including special offers for tourists): EUR 29.90

You can also use the WienMobil app (available on Android and iOS) of the Wiener Linien to buy tickets, calculate your route or book a taxi.

For further information on ticket prices and timetables, see www.wienerlinien.at/en/.

5.6. Hotel Reservations

Please be aware that the Austrian Presidency will **not be reserving any hotel rooms** for media representatives. As the end of August is peak season in Vienna, you are advised to book a room well in advance. For bookings, please use the internet or contact:

Vienna Tourist Board

www.wien.info/en

Tel.: + 43 1 24 555

Email: info@wien.info

5.7. Accessibility

Information and contacts for people with disabilities can be found at www.wien.info/en/travel-info/accessible-vienna.

5.8. Opening Hours

The statutory shop opening hours are: Monday-Friday 06:00-21:00 and Saturday until 18:00. Actual opening times vary, with most shops open between 09:00 and 19:00 (grocery stores from 08:00) during the week and closing on Saturdays either at 13:00 or 18:00. Special rules allowing extended opening hours are in place in tourist areas and during Advent. The opening hours of shops located in railway stations and airports correspond to travel hours (even until 23:00).

You will find more practical information at www.eu2018.at.

6. Contact and Addresses

6.1. Content-Related Information

Government Spokesperson and Spokesperson for the Austrian Presidency of the Council of the European Union

Peter Launsky-Tieffenthal

Tel.: +43 1 53115 202050

Email: spokesperson@eu2018.at

Mobile: +43 664 881 169 81

Spokesperson for the Austrian Presidency of the Council of the European Union and Spokesperson for Coreper I

Vera Pürerfellner

Tel.: +32 2 2345 370

Email: vera.puererfellner@bmeia.gv.at

Mobile: +32 476601839

Spokesperson for the Austrian Presidency of the Council of the European Union and Spokesperson for Coreper II

Alexander Paier

Tel.: +32 2 2345 344

Email: alexander.paier@bmeia.gv.at

Mobile: +32 475651713

Spokesperson for the Federal Ministry for Europe, Integration and Foreign Affairs

Thomas Schnöll

Tel.: +43 501150 3418

Email: thomas.schnoell@bmeia.gv.at

Deputy Spokesperson for the Federal Ministry for Europe, Integration and Foreign Affairs

Peter Guschelbauer

Tel.: +43 501150 3315

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6.2. Organisational Information

Press Officer for the Federal Ministry for Europe, Integration and Foreign Affairs

Helene Spitzer

Tel.: +43 501150 3395

Email: helene.spitzer@bmeia.gv.at

Media Accreditation

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Stefanie Tomaschitz

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Email: stefanie.tomaschitz@bka.gv.atEmail: federalpressservice@bka.gv.at**Federal Press Service (Media Support)**

Claus Hörr

Tel.: +43 1 53115 204282

Email: mediaservice@eu2018.at

Mobile: +43 664 610 45 94

Dominik Mungenast

Tel.: +43 1 53115 202713

Email: mediaservice@eu2018.at**6.3. Host Broadcaster****ORF (Austrian Broadcasting Corporation)**Email: host.eu2018@orf.at**6.4. Host Photographer Services**Email: hostphoto@eu2018.at**6.5. Website & Social Media Editorial Team**

Susanne Weber

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