



Latvian Presidency  
of the Council of the  
European Union

EU2015.LV

# Media Guide

eu2015.lv

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The eu2015.lv website is the main source of information and news from the Latvian Presidency of the Council of the EU. It aims to give the general public accurate, reliable and up-to-date information on current events and organisational matters pertaining to the Latvian Presidency, and to provide interesting information on Latvia as the host country.

The website content is available in four languages: Latvian, English, French and German.

The website provides information on 6 main topics:

### **News**

This section contains all the news items, press releases, speeches, insight articles, features, etc. concerning the Latvian Presidency of the Council of the EU. The news section includes a photo gallery and video archives of the meetings held, and gives access to the live streaming of events.

### **Events**

The political calendar includes information on the meetings of the European Council, EU Council meetings, informal meetings of Ministers, conferences and other events.

The cultural calendar contains information on cultural activities and events taking place in Latvia and abroad within the framework of the EU Council Presidency.

### **The Presidency and the EU**

Under this section you can find the programme and priorities of the Latvian Presidency along with general information on the rotating presidency, the Council and the EU, the Presidency logo and visual identity, and information about Presidency partners.

### **Latvia**

This section offers an insight into Latvia. It provides general information on the country introduces the Latvian Presidency's cultural programme and gives guidance on the practicalities of exploring Latvia.

### **Media**

The "Media" section provides media representatives with detailed information on the media centre in Latvia, media accreditation, the host broadcaster and photographer services, and access to the audio-visual database.

An online version of the Media Guide is available for download at the Presidency website.

### **Contacts**

Contact information for the Presidency spokespersons and the Presidency's "Who's Who" can be found [here](#).

## MEDIA ACCREDITATION

Only accredited journalists and media technical staff may attend Presidency meetings and events held in Latvia.

Accreditation is obtained via the **accreditation system on the Presidency website: eu2015.lv**.

- When accessing the online accreditation platform, you will be asked to **provide your email address** in order to receive your personal access code.
- You will then need to access the system again and start your registration from the login page. On the Accreditation page you will be asked to enter your personal data, passport/ID card and press card numbers and upload a passport photograph that complies with the following format:

*Type: jpg, png, gif or bmp*

*Maximum file size: 3 Mb*

*Recommended size: 480 x 640 pixels.*

- The final step involves selecting the meetings/events you would like to attend. A separate application is required for each meeting/event.
- The confirmation of your accreditation for the event will be sent to you by email. 5 days before the event you will also receive an email reminding you to confirm your attendance or to cancel your participation if you are unable to attend.
- You can collect your badge at the venue of the event by presenting a valid identification document (passport or ID card) with a photo. Badges must be collected in person.

Please note that last-minute accreditation involves lengthy and time-consuming procedures, so we strongly advise against it.

Nationals of some third countries require a visa. The responsibility for taking care of visa requirements lies with you alone. Journalists who require an entry visa must allow sufficient time for the visa application procedure.

Please note that getting a visa and obtaining accreditation for an event are two separate procedures. Obtaining accreditation does not imply that a visa has been, or will be, granted.

## MEDIA ACCREDITATION

### Accreditation badge

On the basis of the information you have provided and its subsequent validation, an accreditation badge will be issued and made available for collection at the venue of the event.

To collect your badge, you will be asked to present an identification document (passport or ID card). Please note that you must collect your badge in person and wear it in a clearly visible way throughout the event in order to have access to the Media Centre. You may also be requested to present your personal identification document at any time, so please make sure you always carry it with you.

Each badge is valid for the whole duration of the specific event for which it is issued. Loss of the accreditation badge must be reported immediately either to the Media Centre personnel or to the Accreditation Centre.

Should you have any questions concerning media accreditation, please contact [mediaaccreditation@es2015.lv](mailto:mediaaccreditation@es2015.lv).

### Media accreditation for events in Brussels and Luxembourg

Accreditation for meetings in Brussels and Luxembourg during the Latvian Presidency of the EU Council will be granted in accordance with the Secretariat General of the Council of the EU's current rules. You can find more information on the EU Council website: <http://www.consilium.europa.eu/>.

The Latvian Presidency has set up a fully equipped Media Centre to satisfy the needs of all types of media. The Media Centre is located in the National Library of Latvia at 3 Mūkusalas iela, Rīga, the venue for informal ministerial and other high-level meetings.

The Media Centre will open early in the morning on the day of the event, or in the evening before the event, and stay open until 3-4 hours after the final press conference. Exact opening hours will be announced ahead of each meeting on the event page at [www.eu2015.lv](http://www.eu2015.lv)

The accreditation badges can be collected during the opening hours of the Media Centre by presenting a valid ID document with photo identification.

Facilities at the Media Centre include:

- Media Accreditation and Badge Collection Point
- Media Information Desk to assist with any queries
- 252 work stations
- 17 TV and 6 radio booths
- WiFi and LAN internet connection, multifunction printers
- Press conference halls
- 2 briefing rooms
- IT assistance centre
- Lounge area
- Coffee break area
- Cloakroom, restrooms
- Area for pieces to camera
- Security check

Please note that last-minute accreditation involves lengthy and time-consuming procedures, so we strongly advise against it.

Access to official venues and the Media Centre will be granted only to persons carrying official badges issued by the accreditation system. These must be worn in a clearly visible way at all times.

All venue premises will have designated zones for each participant category. The yellow zone will be reserved for journalists. Access to other zones is only available for the media via the pool system. Pool registration is managed by the Media Centre Information Desk staff, unless otherwise indicated. Please remember that your equipment will also be checked at the security control, so you are kindly requested to allow time for this check.

Please always check the [www.eu2015.lv](http://www.eu2015.lv) website for the latest information on the functioning of the Media Centre and for the current press programmes for events.

Latvian Television (LTV) is the host broadcaster for the Latvian Presidency of the Council of the EU. LTV provides accredited television and radio broadcasters with free of charge audio-visual material from the informal ministerial meetings and other high-level events taking place in Latvia.

### Host broadcaster's coverage of events

The host broadcaster provides extensive coverage of the following set pieces of the Presidency events taking place in Latvia:

- The arrival of Ministers and their statements
- The "Tour de Table" before the start of the meeting
- The "Family Photo"
- Complete coverage of the press conferences

### Media facilities

The host broadcaster manages facilities for visiting broadcasters at the Media Centre:

- Media booths have:
  - LAN access points
  - a CCTV monitor
  - UPS 230V protected mains power outlets
  - The booths will be wired to receive live video and audio feeds (floor language and translations) from the meetings covered by the host broadcaster.
  - 6 booths will also be equipped with ISDN lines
- Live stand-up positions

There are 3 host broadcaster live stand-up positions available for programme inserts at the venue for live TV productions and transmissions. The stand-up positions are fully equipped with camera, lighting and telephone lines. Services will be charged according to the rate card.
- Playouts

To book a playout you should contact the host broadcaster.
- SNG/Uplink parking

A limited number of parking places for SNG/uplink vehicles are available next to the Media Centre. These will be allocated on a first-come, first-served basis. Each parking position will be supplied with a 32 amp single-phase power connection and a video feed of the host broadcaster world feed in SD with embedded audio and floor language and translations.

All vehicles have to be security-checked before gaining access to the venues for high-level meetings.

Bookings of all above-mentioned facilities are handled by host broadcaster.

### Host photographer

The host photographer for the Latvian Presidency of the Council of the European Union is F64. It will document all the main events of the Presidency that take place in Latvia. These include informal ministerial and other high-level meetings.

During the high-level events, the host photographer is based at the Media Centre.

### Audio-visual database (AVD)

The Latvian Presidency's audio-visual database includes a photo gallery containing print-quality digital pictures and a video gallery where all video files are available in high and standard definition resolutions. Link to the AVD is <https://adb.eu2015.lv/>.

Before using the database, media representatives have to provide a professional e-mail address and approve the automatic notification sent via this email.

All pictures and video files can be downloaded and used free of charge provided that the source is duly credited. The source of the material should be indicated as eu2015lv.

### Host Broadcaster

E-mail: [Haris.Lavkinaitis@ltv.lv](mailto:Haris.Lavkinaitis@ltv.lv)

Telephone: +371 29377808

### Host Photographer

E-mail: [Vizma@f64.lv](mailto:Vizma@f64.lv)

Telephone: +371 26406598

### Accommodation

A number of rooms have been pre-booked for media representatives during the informal ministerial and other high-level meetings taking place in Latvia. Information on hotels, prices, booking deadlines and booking forms are [here](#). Reservations, payments and cancellations are all strictly your responsibility. The Latvian Presidency of the EU Council does not cover any accommodation-related costs.

Please note that each hotel has reserved a number of rooms which will be available only until a specific deadline, which is 2 weeks before the event. The Latvian Presidency of the EU Council does not guarantee the availability of rooms at these hotels after the deadline. We recommend that you reserve rooms well in advance.

Should you have any questions concerning accommodation, please contact: [presidency2015@btgroup.lv](mailto:presidency2015@btgroup.lv).

### Contact information:

#### Baltic Travel Group

Destination Management company

13/15-21 Kr. Barona iela, Riga, LV-1011, Latvia

Tel.: +371 67228428

Fax: +371 67228337

[www.baltic.travel](http://www.baltic.travel)

### Getting from/to Riga International Airport

#### • Taxi

Taxi services are available at Riga airport 24 hours a day and are located outside the arrivals area. The average fare from the airport to the city centre (Old Town) is € 15-20. The fare depends on both distance and time. Green *AirBaltic* and red *Riga Cab* taxi services are available and recommended:

AirBaltic taxi: 8500, +371 20008500; +371 67008500

Riga Cab: +371 83 83

#### • Airport Express hotel shuttle

This is operated by *AirBaltic* (green minibuses). This runs every 30 minutes and picks up passengers near the exit of the Schengen arrivals hall (Arrival E). It costs € 4.99 (cash only) for a one-way journey and takes passengers to the following hotels of interest to you: *Islande Hotel, Maritim Park Hotel, Opera Hotel, Tallink Hotel, Radisson Blu Latvija, Albert Hotel, Monika Centrum Hotel*.

#### • Public transport bus No 22

Bus No 22 connects the airport with the city centre. The bus stop is located behind car park P1 opposite Arrival E. The service operates up to every 15 minutes from Mondays to Fridays and up to every 20 minutes on Saturdays and Sundays. It can take up to 30 minutes to reach the centre. For fares, see the *Transportation around Riga* section.

More information and the schedule for bus No 22 can be found here: <http://saraksti.rigassatiksmelv/index.html#bus/22/b-a/en>.



Bus and taxi stops at the airport

### Transportation around Riga

Riga has a frequent and extensive public transport network of buses, trams and trolleybuses which run around the Old Town and across the bridge, with a stop close to the conference venue.

Single journey tickets can be bought from the driver and cost € 2.00 (cash only), but is subject to change.

It is also possible to buy a transport card (*e-talons*) for one or more journeys, with each journey costing € 1.15, or a ticket for 24 hours (€ 5.00), 3 days (€ 10.00) and 5 days (€ 15), but is subject to change. You have to validate the ticket each time you board a vehicle. The tickets can be bought at *Narvesen* kiosks (mini-shops) or from vending machines at a number of public transport stops, including at the airport.

For more information about public transport in Riga, please visit [www.rigassatiksmelv/en](http://www.rigassatiksmelv/en).

The meeting venue is easily accessible from the centre by public transport, by taxi or on foot. Trams (e.g. No 5 and No 4) and buses (e.g. No 22 and No 3) run close to all the hotels, cross the bridge and stop near the conference venue at the *Latvijas Nacionālā bibliotēka* stop.

### About Riga

Riga is the capital of Latvia. Officially founded in 1201, the city presents a mix of cultures and architectural styles developed throughout different historical periods. The Daugava, also referred to as the River of Destiny by Latvians, flows through Riga into the Gulf of Riga about 10 kilometres from the city centre. Because of its location and harbour, which rarely freezes, Riga has developed into a significant transportation hub. Riga has always been a dynamic and innovative centre, and remains to this day a vibrant and lively city with a host of cultural areas to explore. It is therefore with good reason that Riga has been called the 'city of inspiration'. Enjoy a leisurely walk around the Old Town – the historic centre of Riga, which is a UNESCO World Heritage Site – and its surroundings.

Useful information about Riga can be found on <http://www.liveriga.com/en>.

### Weather

Latvia's geographical location makes it possible to enjoy the differences of four pronounced seasons. The presence of the Baltic Sea means that the climate is temperate and humid. Winter lasts from mid-December until mid-March, with an average temperature of around  $-6^{\circ}\text{C}$ . January and February are usually the coldest months of the year when the temperature may drop to  $-25^{\circ}\text{C}$  for days. Spring, with average temperatures of above  $0^{\circ}\text{C}$ , comes at the end of March. April is sunny but can be unpredictable and full of surprises (including the possibility both of late snow and temperatures of  $+25^{\circ}\text{C}$ ). May is usually sunny and warm, as is June.

For the latest forecast, please visit: [www.meteo.lv/en/laiks/](http://www.meteo.lv/en/laiks/).

### Language

Latvian is the official language of Latvia. English is widely spoken.

### Local time

Latvia Time is GMT+2 (from late March until late October Latvia participates in the Western European summer time scheme: GMT+3).

### Currency

Latvia's currency is the euro (€). Other currencies can be exchanged for euros at most banks and exchange offices located in the city centre and at the airport.

### ATMs and credit cards

There are many automatic teller machines (ATMs) in the city and all major credit cards are accepted almost everywhere.

### Power supply

The power supply in Latvia is 220V AC at 50 Hz. An adaptor for the (European standard) round two-pin sockets may be required.



### Public holidays during the Latvian Presidency in 2015

- January 1: New Year's Day
- April 3: Good Friday
- April 6: Easter Monday
- May 1: Labour Day, Convocation of the Constituent Assembly of the Republic of Latvia
- May 4: Restoration of Independence of the Republic of Latvia in 1990
- June 23-24: Midsummer

### Useful numbers

- Dial code for Latvia: +371
- Emergency: call 112, the EU-wide emergency number for the police, fire and ambulance services.
- Alternatively, call:
  - Police: 110 or 112
  - Medical service: 113
  - Fire service: 112
  - Gas emergency: 114

### Other useful information

Latvia. Best enjoyed slowly. Plan your trip here [www.tava.gov.lv/en](http://www.tava.gov.lv/en) and [www.latvia.eu](http://www.latvia.eu).

Use an application to learn more about Latvia while using your phone: the *Latvia. Travel*. Application is available on Google Play Store and iTunes.



### JĀNIS BĒRZIŅŠ

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Telephone: +371 29377808

### **Host Photographer**

E-mail: [Vizma@f64.lv](mailto:Vizma@f64.lv)

Telephone: +371 26406598

### **EMBASSY OF AUSTRIA**

Address: Elizabetes iela 15, 4th floor, LV 1010 Riga

Telephone: + 371 672 16126

Fax: +371 672 161 26

E-mail: [riga-ob@bmeia.gv.at](mailto:riga-ob@bmeia.gv.at)

Website: <http://www.bmeia.gv.at/riga>

### **EMBASSY OF THE REPUBLIC OF AZERBAIJAN**

Address: Raiņa bulvāris 2-5, LV 1050 Riga

Telephone: +371 671 428 89

Fax: +371 671 428 96

E-mail: [office@azembassy.lv](mailto:office@azembassy.lv)

Website: <http://www.azembassy.lv>

### **EMBASSY OF THE REPUBLIC OF BELARUS**

Address: Jēzusbaznīcas iela 12, LV 1050 Riga

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Website: <http://www.latvia.mfa.gov.by>

### **EMBASSY OF BELGIUM**

Address: Alberta iela 13, LV 1010 Riga

Telephone: +371 671 148 52

Fax: +371 671 148 55

E-mail: [riga@diplobel.fed.be](mailto:riga@diplobel.fed.be)

Website: <http://www.diplomatie.be/riga>

### **EMBASSY OF CANADA**

Address: Baznīcas iela 20/22, 6th floor, LV 1010 Riga

Telephone: +371 678 139 45

Fax: +371 678 139 60

E-mail: [riga@international.gc.ca](mailto:riga@international.gc.ca)

Website: <http://www.latvia.gc.ca>

### **EMBASSY OF THE PEOPLE'S REPUBLIC OF CHINA**

Address: Ganību dambis 5, LV 1045 Riga

Telephone: +371 673 570 23

Fax: +371 673 570 25

E-mail: [chinaemb\\_lv@mfa.gov.cn](mailto:chinaemb_lv@mfa.gov.cn)

Website: <http://lv.chineseembassy.org>



## EMBASSIES IN LATVIA

### EMBASSY OF THE CZECH REPUBLIC

Address: Elizabetes iela 29a, LV 1010 Riga  
Telephone: +371 673 381 84  
Fax: +371 672 178 21  
E-mail: [riga@embassy.mzv.cz](mailto:riga@embassy.mzv.cz)  
Website: <http://www.mfa.cz/riga>

### EMBASSY OF DENMARK

Address: Pils iela 11, LV 1050 Riga  
Telephone: +371 672 262 10  
E-mail: [rixamb@um.dk](mailto:rixamb@um.dk)  
Website: [www.letland.um.dk](http://www.letland.um.dk)

### EMBASSY OF THE REPUBLIC OF ESTONIA

Address: Skolas iela 13, LV 1010 Riga  
Telephone: +371 678 120 20  
Fax: +371 678 120 29  
E-mail: [embassy.riga@mfa.ee](mailto:embassy.riga@mfa.ee)  
Website: <http://www.estemb.lv>

### EMBASSY OF FINLAND

Address: Kalpaka bulvāris 1, LV 1605 Riga  
Telephone: +371 670 788 00  
Fax: +371 670 788 14  
E-mail: [sanomat.rii@formin.fi](mailto:sanomat.rii@formin.fi)  
Website: <http://www.finland.lv>

### EMBASSY OF FRANCE

Address: Raiņa bulvāris 9, LV 1050 Riga  
Telephone: +371 670 366 00  
Fax: +371 670 366 15  
E-mail: [webmestre.ambafrance-lv@diplomatie.gouv.fr](mailto:webmestre.ambafrance-lv@diplomatie.gouv.fr)  
Website: <http://www.ambafrance-lv.org>

### EMBASSY OF GEORGIA

Address: Raiņa bulvāris 3-1, LV 1050 Riga  
Telephone: +371 672 131 36  
E-mail: [riga.emb@mfa.gov.ge](mailto:riga.emb@mfa.gov.ge)  
Website: <http://www.latvia.mfa.gov.ge>

## EMBASSIES IN LATVIA

### EMBASSY OF THE FEDERAL REPUBLIC OF GERMANY

Address: Raiņa bulvāris 13, LV 1050 Riga  
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E-mail: [info@riga.diplo.de](mailto:info@riga.diplo.de)  
Website: <http://www.riga.diplo.de>

### EMBASSY OF THE HELLENIC REPUBLIC

Address: Ausekļa iela 1-5, 2nd floor, Riga  
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Fax: +371 673 563 51  
E-mail: [gremb.rig@mfa.gr](mailto:gremb.rig@mfa.gr)

### EMBASSY OF HUNGARY

Address: Baznīcas iela 20/22, 4th floor, LV 1010 Riga  
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E-mail: [huembrix@mfa.gov.hu](mailto:huembrix@mfa.gov.hu)  
Website: <http://www.mfa.gov.hu/emb/riga>

### EMBASSY OF IRELAND

Address: Alberta iela 13, LV 1010 Riga  
Telephone: +371 670 393 70  
Fax: +371 670 393 71  
E-mail: [irijas.vestnieciba@gmail.com](mailto:irijas.vestnieciba@gmail.com)  
Website: <http://www.embassyofireland.lv>

### EMBASSY OF ISRAEL

Address: Elizabetes iela 2, 3rd floor, LV 1010 Riga  
Telephone: +371 676 355 00  
Fax: +371 676 355 55  
E-mail: [press@riga.mfa.gov.il](mailto:press@riga.mfa.gov.il)  
Website: <http://embassies.gov.il/riga>

### EMBASSY OF ITALY

Address: Teātra iela 9, 3rd and 4th floor, LV 1050 Riga  
Telephone: +371 672 160 69  
Fax: +371 672 160 84  
E-mail: [ambitalia.riga@esteri.it](mailto:ambitalia.riga@esteri.it)  
Website: <http://www.ambriga.esteri.it>

### EMBASSY OF JAPAN

Address: Vesetas iela 7, LV 1013 Riga  
Telephone: +371 678 120 01  
Fax: +371 678 120 04  
E-mail: [lorena.ozolina@rg.mofa.go.jp](mailto:lorena.ozolina@rg.mofa.go.jp)  
Website: <http://www.lv.emb-japan.go.jp/>

### EMBASSY OF THE REPUBLIC OF KOREA

Address: J. Alunāna iela 2, Riga  
Telephone: +371 673 242 74  
Fax: +371 678 091 90  
E-mail: [koremb.lv@gmail.com](mailto:koremb.lv@gmail.com)  
Website: <http://swe.mofa.go.kr/english/eu/swe/main/index.jsp>

### EMBASSY OF THE REPUBLIC OF LITHUANIA

Address: Rūpniecības iela 24, LV 1010 Riga  
Telephone: +371 673 215 19  
Fax: +371 673 215 89  
E-mail: [info@lv.mfa.lt](mailto:info@lv.mfa.lt)  
Website: <http://lv.mfa.lt>

### EMBASSY OF THE REPUBLIC OF MOLDOVA

Address: Zigfrīda Annas Meierovica bulvāris 14, Riga LV 1050  
Telephone: +371 673 591 60  
Fax: +371 673 591 65  
E-mail: [riga@moldovaembassy.lv](mailto:riga@moldovaembassy.lv)  
Website: <http://www.letonia.mfa.md/>

### EMBASSY OF THE KINGDOM OF THE NETHERLANDS

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Telephone: +371 673 261 47  
Fax: +371 673 261 51  
E-mail: [rig@minbuza.nl](mailto:rig@minbuza.nl)  
Website: <http://www.netherlandsembassy.lv>

### EMBASSY OF THE KINGDOM OF NORWAY

Address: Kaļķu iela 15, 2nd floor, P.O. Box 181, LV 1050, Riga  
Telephone: +371 678 141 00  
E-mail: [emb.riga@mfa.no](mailto:emb.riga@mfa.no)  
Website: <http://www.norvegija.lv>

### EMBASSY OF THE SOVEREIGN MILITARY HOSPITALLER ORDER OF MALTA

Address: Mēmeles iela 31/1, Mārupe, LV-2167  
Telephone: +371 294 850 64  
E-mail: [dr.rieger@yahoo.com](mailto:dr.rieger@yahoo.com)

### EMBASSY OF THE REPUBLIC OF POLAND

Address: Mednieku iela 6B, LV 1010 Riga  
Telephone: +371 670 315 00  
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E-mail: [ryga.ambasada@msz.gov.pl](mailto:ryga.ambasada@msz.gov.pl)  
Website: [www.msz.gov.pl](http://www.msz.gov.pl)

### EMBASSY OF THE RUSSIAN FEDERATION

Address: Antonijas iela 2, LV 1010 Riga, Latvia; Dzirnavu iela 57, Riga  
Telephone: +371 673 321 51  
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Website: <http://www.latvia.mid.ru>

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Website: [http://www.mzv.sk/App/WCM/ZU/RigaZU/main.nsf/vw\\_ByID/index\\_EN](http://www.mzv.sk/App/WCM/ZU/RigaZU/main.nsf/vw_ByID/index_EN)

### EMBASSY OF SPAIN

Address: Elizabetes iela 11, 3rd floor, LV 1010 Riga  
Telephone: +371 673 202 81  
Fax: +371 673 250 05  
E-mail: [emb.riga@maec.es](mailto:emb.riga@maec.es)  
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### EMBASSY OF SWEDEN

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