Ohjelmamalleja kokouksiin ja vierailuihin
Models for meeting and visit programmes

24.3.2015

These are examples of visit and meeting programmes produced in the Prime Minister's Office during Finland’s EU Presidency. The programmes translated by the PMO’s translators provide models for writing similar programmes in English. A native English-speaking language expert has been consulted on phraseological choices.

Yhteystiedot

Valtioneuvoston kanslia
Käännöss- ja kieltotoimiala
terminkuva@vnk.fi

1 Vierailuohjelmat / Visit programmes

German Federal Chancellor Angela Merkel to Finland

The Federal Chancellor of Germany, Angela Merkel, will visit Helsinki on Tuesday, 19 December, on the invitation of Prime Minister Matti Vanhanen. The discussions between Prime Minister Vanhanen and Federal Chancellor Merkel will focus on handing over the rotating EU Presidency to Germany at the year-end.
Federal Chancellor Merkel will also meet President of the Republic Tarja Halonen.

Programme and accreditation

Accreditation is required for media representatives. Accreditation will take place via the online Government media service at http://media.valtioneuvosto.fi by 15.00 on Thursday, 14 December, at the latest.

Tuesday, 19 December

Arrival in Finland

18.10 Meeting with President Halonen, Mäntyniemi. Photo opportunity at the beginning, registration: xxxxx xxxxx, tel. +358 9 xxx xxx or xxxxx.xxxxx@tpk.fi

18.55 Meeting between Prime Minister Vanhanen and Federal Chancellor Merkel, Government Banquet Hall. Photo opportunity at the beginning. Media representatives are requested to arrive by 18.25 at the latest. The entrance is via Fabianinkatu 25.

19.10 Press conference by Prime Minister Vanhanen and Federal Chancellor Merkel, Government Banquet Hall. Languages Finnish and German. Media representatives are requested to arrive by 18.40 at the latest. The entrance is via Fabianinkatu 25.

A webcast of the press conference can be followed live on the website of Finland’s EU Presidency at http://www.eu2006.fi.

19.40 Working dinner for the Prime Minister and the Federal Chancellor

Departure from Finland

Further information: xxxxx xxxxx, Special Adviser to the Prime Minister, EU Affairs, Prime Minister’s Office, tel. +358 9 160x xxxx and xxxxx xxxx, Deputy Head of Information, Government Communications Unit, tel. +358 9 160x xxxx or +358 40 xxx xxxx

Press release

Prime Minister Vanhanen to Moscow

Prime Minister Matti Vanhanen will visit Moscow on Wednesday, 29 November, where he will meet the Russian Prime Minister, Mikhail Fradkov. The premiers will discuss trade and economic relations between the two countries, cooperation in the fields of transport and the neighbouring regions, and energy and forest issues. Other issues will include cooperation between the EU and Russia and the Northern Dimension.
Programme (not for publication)

Wednesday, 29 November

Arrival in Moscow

11.00 Discussions between the premiers, White House

13.00 Joint press conference by the premiers, White House

Lunch for the premiers

15.00 Prime Minister Vanhanen will meet representatives of the Finnish media, Finnish embassy

Departure for Helsinki

Media representatives intending to accompany the visit should make their travel and visa arrangements independently.

Further information: xxxxx xxxxx, Special Adviser to the Prime Minister, Prime Minister’s Office, tel. +358 9 160x xxxx and xxxxx xxxxx, Head of Government Information, tel. +358 9 160x xxxx or +358 40 xxx xxxx

2 Kokousohjelmat delegaatioille ja puolisoiden ohjelmat / Delegation and partner programmes

Informal ministerial meeting: Environment
Turku, Finland, 14–16 July 2006

Programme

Friday, 14 July 2006

afternoon Arrival of delegates at Turku Airport
Transport to hotels – Radisson SAS Marina Palace and Holiday Club Caribia

Delegations will be met at the airport by their delegation liaison officer.

19.40 Departure by bus from hotels for the island of Pikku Pukki
20.00 – 22.30  Buffet dinner  
   Dress code: casual

22.30  Departure by boat for Turku

Approx. 23.00  Return to hotels

Saturday, 15 July 2006

Breakfast

09.00  Departure by bus from the Radisson SAS Marina Palace to the Holiday Club Caribia

09.30 – 11.00  First working session, Holiday Club Caribia, meeting room 994
   Keynote speakers:
   Mr Stavros Dimas, Member of the European Commission
   Ms Jacqueline McGlade, Executive Director, European Environment Agency
   Mr Robert Watson, Chief Scientist, World Bank

11.00  Family photograph

11.10  Coffee

11.30 – 13.00  Second working session, Holiday Club Caribia, meeting room 994

13.00  Lunch at Holiday Club Caribia
   During lunch, ministers will hear a presentation on climate change by Mr Elliot Diringer, Director of International Strategies, Pew Center on Global Climate Change

14.30 – 15.30  Third working session, Holiday Club Caribia, meeting room 994

15.30  Press conference

   Exhibition on the Baltic Sea

   Coffee

16.00  “The Baltic Sea – Environmental problems of today and possible solutions for tomorrow” presentation by Professor Erik Bonsdorff, Holiday Club Caribia, meeting room 994 – followed by discussion
Approx. 17.00 Transport by bus to the Radisson SAS Marina Palace

19.45 Departure by bus from hotels for Turku Castle

20.00 Dinner at Turku Castle hosted by the city of Turku
Dress code: lounge suits

Approx. 23.00 Return to hotels

Sunday, 16 July 2006

Breakfast

09.15 Departure by bus for the Port of Turku
Dress code: casual

09.30 Cruise in the archipelago of Turku

11.30 Lunch at sea

13.15 Return to Turku

Departure

Informal ministerial meeting: Employment, Social Policy and Health
6-8 July 2006, Helsinki

Preliminary programme for Ministers and Delegates

Thursday, 6 July

14.00-15.30 Troika meeting with the social platform, Finlandia Hall

16.00-18.30 Troika meeting with the social partners, Finlandia Hall

20.30 (est.) Dinner, Crowne Plaza Helsinki

Friday, 7 July
07.00-09.00  Breakfast at hotels, Crowne Plaza, Scandic Continental

08.30-09.00  Transfer from hotels to Finlandia Hall

09.00-10.00  Informal ministerial meeting, opening session, Finlandia Hall

12.00-14.00  Lunch, Finlandia Hall

14.15-15.30  Working groups (3 parallel sessions), Finlandia Hall

16.00-17.30  Informal ministerial meeting, closing session, Finlandia Hall

17.30-18.15  Press conference, Finlandia Hall

20.30 (est.)  Dinner for Ministers and Delegates, Kulosaaren Kasino

Saturday, 8 July

07.00-09.00  Breakfast at hotels, *Crowne Plaza*, Scandic Continental

Social programme for all participants

09.00-10.30  Sightseeing tour and boat cruise to Suomenlinna Sea Fortress

10.30-11.15  Nordic walking with instructor or Presentation of the Workplace Development Programme
              TYKES, Suomenlinna Sea Fortress

11.30-13.00  Lunch, Restaurant Walhalla

13.30 (est.)  Return from Suomenlinna by boat

(Please note that a shorter social programme (sightseeing and cruise) will also be available to facilitate earlier flights)

**Sightseeing tour**

The programme starts with a sightseeing tour in Helsinki. The tour will take in the most important and most interesting places in the city. There will be stops at the Sibelius monument and, if possible, the Temppeliaukio Church.

**Suomenlinna Sea Fortress**
The walls and tunnels of the Suomenlinna fortress tell the story of the island’s colourful history. The fortifications are the most extensive to be found here from the period of Swedish rule. Today, they are a lively part of the city with museums and recreational areas. Suomenlinna is a UNESCO World Heritage site.

Nordic walking

Guests will have a chance to try Nordic walking under the guidance of a professional fitness instructor. Nordic walking is an effective and fun form of exercise, suitable for all ages and fitness levels. The instructors will demonstrate the technique and correct use of the sticks.

Presentation of the Workplace Development Programme TYKES

The programme explores and creates new paths to success in Finnish workplaces. The goal is to improve both productivity and the quality of working life.

Programme for partners
Saturday, 7 July

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<td>07.00-09.00</td>
<td>Breakfast at hotels, Crowne Plaza, Scandic Continental</td>
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<tr>
<td>09.00</td>
<td>Departure for Hämeenlinna by bus</td>
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<tr>
<td>10.15-11.00</td>
<td>Tour of Häme’s medieval castle</td>
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<td>11.30-15.00</td>
<td>Lunch, Vanajanlinna</td>
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<td>15.30-16.15</td>
<td>Visit to the littala glass centre</td>
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<tr>
<td>18.00 (est.)</td>
<td>Arrival back at hotels, Crowne Plaza, Scandic Continental</td>
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Häme castle

Guided tour of Häme castle. Construction of the medieval brick castle was begun in the 13th century. It stands in beautiful surroundings on the shore of Lake Vanajavesi.

Vanajanlinna

This brick manor house was built in the English style for Dr Rosenlew. Its special features include a dining room panelled in Indian mahogany.

The visit to Vanajanlinna will include lunch.
Iittala glass centre

We will visit the museum and shop at the glass centre. There are a number of other shops in the vicinity (including Aarikka and Marimekko).

Informal ministerial meeting: Agriculture
Oulu, Finland, 24-26 September 2006

Preliminary Programme

Sunday, 24 September

afternoon  Arrival in Oulu

14.00-15.30  Sightseeing tour of Oulu (optional)

17.00  Get-together event at Maikkula Mansion
19.30  Dinner hosted by the City of Oulu, Maikkula Mansion

22.00  Transfer to hotel

Monday, 25 September

08.30  Departure by bus from the hotel for an excursion

09.00-17.00  Excursion
  Visit to a dairy farm
  Visit to a forestry enterprise
  Visit to a paper mill

17.00  Return to hotel

19.30  Departure by bus from the hotel for a Gala Dinner

20.00  Gala Dinner at the Restaurant Smarthouse, Oulu Technology Village

Tuesday, 26 September

08.30  Transfer from hotel to meeting venue

09.00-12.30  Informal ministerial meeting at the Oulu City Theatre
12.30 Lunch at the Hotel Radisson SAS

Transfer from hotel to airport

Informal meeting of the Permanent Representatives Committee (COREPER II) and the Antici Group
19-22 July 2006 Kainuu – Helsinki

Preliminary programme which is subject to change

Wednesday, 19 July 2006

Dress code: casual

11.30 Check-in at Brussels Airport
Meeting point: main departure hall; flight number and check-in row to be confirmed

13.00 Charter flight departs from Brussels for Kajaani

approx. 17.00 arrival at Kajaani Airport
Buses depart for Sotkamo

approx. 18.00-18.20 Introduction to a Finnish baseball match

approx. 19.00 Arrival at Hotel Katinkulta

20.00 Welcome drinks at the bar, live music performed by Maria Kalaniemi trio

approx. 20.30 Dinner at the hotel restaurant

approx. 22.00 Optional programme – midnight sauna

Thursday, 20 July 2006

Dress code: sportswear

(Possibility for a morning swim)

07.30-09.00 Breakfast at hotel
Programme for Permanent Representatives and partners

09.30  Transfer by bus to Vuokatti Sports Institute / Snowpolis.

approx. 10.00  At Snowpolis: presentation on the Vuokatti Sports Institute by the Director, Pekka Vähäsöyrinki

Visit to the Snowpolis ski tunnel

Sports programme starts from Snowpolis: walking with pulse monitors, nordic walking with walking sticks

Possibility for a shower, sauna and swimming

approx. 13.00  Buffet lunch at restaurant K.I.P.P.O., Snowpolis

approx. 14.00  Transfer to hotel by buses

Programme for Antici group and partners

09.30  Transfer to Hiekkahovi lake side

10.00-11.00  Friendly rowing competition with old-fashioned boats

11.00  Arrival by boat at Kammi lodge

approx. 13.00  Camp lunch at Kammi lodge

approx. 14.30  Transfer to hotel by bus

Programme for all

Free time

Dress code: smart casual (no tie)

16.00  Depart for Kuhmo by bus

approx. 17.00  Arrival at Kuhmo Arts Center
Introduction to the Chamber Music Festival and the evening concert in the auditorium with Artistic Director Vladimir Mendehlsson and Executive Director, Tuulikki Karjalainen

18.00-20.15 Concert, music from the time of Beethoven, with an interval of 20 min.

20.30 Depart for Hotel Kalevala by bus

20.45 Aperitifs on the terrace of the View Restaurant
Hotel Kalevala, Kuhmo

approx. 21.15 Dinner at the View Restaurant
Hotel Kalevala

approx. 23.00 Depart for Hotel Katinkulta by bus

approx. 24.00 Arrival at Hotel Katinkulta

Friday 21 July 2006

Dress code: casual (comfortable shoes and warm clothing in the event of bad weather)

(Possibility for a morning swim)

07.30-09.00 Breakfast at hotel

Check out from hotel
Luggage should be deposited in the lounge for collection

09.30 Transfer by bus from hotel to Kajaani Airport

10.00 Flight from Kajaani to Helsinki
Refreshments on board

11.30 Arrival at Helsinki-Vantaa Airport

VIP President Lounge

Transfer from the airport by bus

**Programme for Permanent Representatives and Antici Group**
approx. 12.15-15.00  Arrival of Permanent Representatives and Antici Group at the Headquarters of the Gulf of Finland Coast Guard at Katajanokka.

Introduction to the Coast Guard with Commodore Erkki Uitti, Commander of the Gulf of Finland Coast Guard

Departure for a cruise. Operational performance at sea. Buffet lunch on board

15.00  Departure by bus from Katajanokka for Sanoma House

**Programme for partners**

approx. 12.15-15.00  Arrival at Market Square and departure for a cruise by Diana cruiser.

Guided tour in the coastal archipelago for approx. 45 minutes.

Arrival at the Market Square. Lunch at restaurant G.W. Sundmans

**Programme for all**

15.15-16.45  Welcome to Sanoma House by the President of the Sanoma Corporation, Mr Mikael Pentikäinen, and Editor-in-Chief of the Helsingin Sanomat, Mr Janne Virkkunen.

Refreshments

approx. 17.00  Arrival at hotel by bus

Hotel Kämp, Permanent Representatives and partners

Hotel Klaus K, Antici Group and partners

Dress code for the evening: informal

19.00  Departure from hotels by bus for a guided sight-seeing of the city centre. Family photo on the steps of the Cathedral, Senate Square

approx. 20.30  Arrival by bus at Restaurant Savoy

Dinner
Saturday, 22 July 2006

Permanent Representatives, Anticis Groups and partners

07.00-09.00 Breakfast at hotels

Luggage should be deposited at the lounge for collection

Possibility for shopping

Check out from hotels by 11.30

approx. 12.00 Tranfer to Helsinki-Vantaa Airport by bus from
Hotel Kämp (Permanent Representatives and partners)
Hotel Klaus K (Antici Group and partners)

VIP President lounge

approx. 13.00 Charter flight departs from Helsinki to Brussels

approx. 15.00 local time Arrival at Brussels Airport

5th ASEM Meeting for Directions General on Management of Migratory flows
11-12 December 2006 Kuopio Music Centre, Kuopio

Practical information

Venue

The 5th ASEM Meeting for Directors General on Management of Migratory Flows will take place on 11-12 December at Kuopio Music Centre, in Kuopio. Kuopio is a city of some 90 000 inhabitants and is situated around 400 kilometres from Helsinki.

Both the hotel and the meeting venue are situated near the city centre.

Kuopio Music Centre
Kuopionlahdenkatu 23
FI-70100 Kuopio
Tel. +358 17 182 369
Please find attached a preliminary programme which is subject to change and which will be supplemented later with more detailed information.

Accreditation and accomodation

To register for the 5th ASEM Meeting for Directors General on Management of Migratory Flows and to reserve your hotel room at Sokos Hotel Puijonsarvi, please click on the link below to access the electronic registration form:

https://eventsi.congreszon.fi/ei/getdemo.ei?id=280&s=_2880V2T2E

Please note that the last day for registration is 24 November 2006.

You will receive confirmation of your registration and room reservation by e-mail. Accreditation badges will be available on arrival at the hotel. Delegates are asked to wear them at all times during the meeting.

The loss of a badge should be reported immediately to the Presidency Secretariat.

Sokos Hotel Puijonsarvi
Minna Canthin katu 16
FI-70100 Kuopio
Tel. +358 17 192 2000
Fax: +358 17 192 2001
E-mail: sales.kuopio@sokoshotels.fi
www.sokoshotels.fi/english/index.cfm > Kuopio

Please reserve your hotel room using the above-mentioned electronic registration form. Room availability is guaranteed until 24 November. After that date, rooms may still be available on request.

Please note that all accommodation and travel costs are at the delegation’s own expense. Charges for the use of extras, such as the minibar, telephone and laundry, should be settled on departure.

If you have any questions concerning accreditation or accommodation please contact accreditation@eu2006.fi, tel. +358 9 1602 2639.

Transportation
There a number of direct scheduled flights to Kuopio from Helsinki-Vantaa airport, situated around 400 kilometres south of Kuopio. The flight time is approximately 1 hour. Delegates are requested to make their own arrangements regarding flight connections.

The Presidency will provide transportation between the venues indicated in the programme. On Sunday, 10 December, delegates will be met at Kuopio airport. Transportation back to the airport will also be provided on Tuesday, 12 December.

A timetable, correct at the time of writing, is provided below for your convenience.

### Timetable

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For more information, please consult the following sites:

Kuopio airport: www.finavia.fi/airport_kuopio

Finnair: www.finnair.com
SAS/Blue1: www.blue1.com
Finncomm Airlines: www.fc.fi/mainpage

### Working facilities

Delegations will be provided with a communal working area at the Kuopio Music Centre. The working area is equipped with desks and computers with internet access, a fax and a telephone as well as printing and photocopying facilities.
Please note that the meeting venue (working area and conference facilities) will be open for delegations from 08.00 to 20.00 on Monday, 11 December and from 08.00 to 16.00 on Tuesday, 12 December.

Presidency office
Location: Kuopio Music Centre
Tel. + 358 204 20 6000
Fax: + 358 204 20 6001

Entry formalities and customs

Each delegate will need a valid national passport entitling the holder to enter Finland (part of the Schengen area). Nationals of certain foreign countries are required to present a visa when entering Finland. The Ministry for Foreign Affairs' website provides detailed information on visa requirements: www.formin.fi (click on “In English”, then the “Services”).

All persons entering Finland are subjects to Finnish customs regulations. General information on Finnish customs regulations can be found at www.tulli.fi/en

For more information, please consult:
The Presidency website: www.eu2006.fi/travelinformation
Ministry for Foreign Affairs: www.formin.fi
Finnish Customs: www.tulli.fi/en

Presidency website

The Presidency website contains details of all major events taking place during Finland's Presidency of the Council, as well as information on all policy areas, up-to-date press releases, background information and documents, and a description of the venues.

The address of Finland’s Presidency website is: www.eu2006.fi

General information

Climate

The average temperature in Kuopio in December ranges between daytime highs of approx. -2ºC (28ºF) and evening lows of -8ºC to -12ºC (-17ºF to -10ºF). It stays light for approximately 5 hours.

Weather forecasts for Finland and the Kuopio area can be found at the Internet addresses below:

www.foreca.com/eng/weather/
Liability

The organisers are not liable for personal accidents or losses, or damage to the personal property of registered delegates. Delegates should make their own arrangements with respect to personal insurance.

Electricity

The voltage in Finland is 220V (230V, 50 Hz. Plugs are of the two-pin continental European standard.

Currency

The Finnish currency is the euro (€/EUR). For rates of exchange see www.bof.fi. Most Finnish hotels, restaurants, car rental companies, department stores, petrol stations, taxis, etc. accept all the major credit cards (Visa, Eurocard, MasterCard, Diners Club, American Express).

Time

Finland uses Eastern European Time, EET, which is two hours ahead of Greenwich Mean Time.

Drinking water

Finnish tap water is of the highest quality and can be consumed safely throughout the country. Bottled mineral and spring water is available in shops and restaurants.

Tourist information

Information about Finland as a tourist destination can be found at the Internet addresses below:

Finnish Tourist Board / Visit Finland: www.visitfinland.com
Finnish Tourist Board / Finland Travel Guide: www.visitfinland.com/web/ftg/index.nsf

For more information, please visit:

Kuopio Music Centre: kulttuuri.kuopio.fi/musiikkikeskus/welcome/index.asp

City of Kuopio: www.kuopio.fi/englishhome.nsf
Kuopio travel info: www.kuopioinfo.fi/english/

Contact persons

For information on practical arrangements:
Meeting of the 133 COMMITTEE (Full members)
Oulu, Finland 5-6 October 2006

The Meeting of the 133 Committee will take place in Oulu on 5-6 October 2006.

The Ministry of Foreign Affairs and the Secretariat for Finland’s EU Presidency have made the following arrangements and reservations for the meeting and look forward to seeing you in Oulu in October.

Meeting venue

The meeting will take place at the Hotel Radisson SAS:

**Hotel Radisson SAS**
**Hallituskatu 1**
**90100 OULU**
Tel. +358 20 1234 730
Fax: +358 20 1234 731

Registration
To download a registration form, please visit: https://eventsi.congreszon.fi

The last day for registration is 22nd September 2006.
**Hotel accommodation cannot be guaranteed after that date.**

If you have any questions concerning registration or accommodation, please contact the accreditation and accommodation team via e-mail (accreditation@eu2006.fi) or telephone +358 9 1602 2639.

Badges will be handed out upon arrival at the meeting venue. They are strictly personal, cannot be exchanged and must be worn visibly during the whole meeting.

**On Thursday, 5 October 2006, the registration desk will be open** at the Hotel Radisson SAS from 14.00 until 20.00. The registration desk will be open throughout the meeting and will be happy to assist you at any time.

**Hotel**

Rooms have been reserved from the Radisson SAS Hotel for 5-6 October. The Secretariat has made block reservations at the hotel. The hotel is located beside the marker place in the centre of the city, 15 km from Oulu Airport.

**Hotel Radisson SAS, Oulu**

**Hotel Radisson SAS**
Hallituskatu 1
90100 OULU
Tel. +358 20 1234 730
Fax. +358 20 1234 731
www.radissonssas.com

- Standard single room €88.00/nigh incl. breakfast
- Standard double room €108.00/nigh incl. breakfast
- Business class single room €138.00/nigh incl. breakfast
- Business class double room €138.00/nigh incl. breakfast

**Expenses**

Accommodation costs will not be covered by the Presidency. The use of hotel services such as the minibar, telephone and laundry will be charged to the delegates. Accommodation can be reserved by using the
registration form referred to above. In case of cancellation after xx August 2006 or in case of no-show, the whole room rate will be charged.

Please remember that hotel accommodation cannot be guaranteed if you register after 22 September 2006.

Travel arrangements

The airport for this meeting is Oulu Airport (Finnavia Oulu Airport tel. +358 8 520 7800). Delegates are advised to travel to Oulu via Helsinki.

A timetable, correct at the time of writing, is provided below for your convenience (see also www.finncomm.fi, www.sas.fi, www.blue1.fi).

There is no Presidency transport from the airport to the hotel.

A taxi journey from the airport to the hotel takes 20 minutes and costs approximately €25.

Flight information (to and from Oulu)

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<td>KF</td>
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</table>
Additional information

Please find a preliminary programme attached. We advise you to bring suitable clothing. In Finland, the weather can be changeable. In October, the average temperature in the Oulu region is about 5º C.

www.oulu.fi

Venue for the dinner

Oulu City Hall was built around the assembly hall, which forms its core. The Seurahuone hotel and restaurant, which once stood on the site, burnt down in the great fire of Oulu in 1882. The town’s only assembly hall was destroyed with them. When the new Seurahuone, a neo-Renaissance stone palace, was built soon afterwards, the assembly hall was central to the design.

Visit to Stora Enso’s Oulu Mill

The Oulu Mill is one of the world’s largest and most modern facilities manufacturing art-quality coated woodfree papers and boards. The integrated design and location of facility make it unique: almost all raw materials, including energy, are conveyed between the different plants by pipeline.

The main raw material, oxygen bleached pulp, is pumped to the paper mill from the site’s own integrated pulp mill. Pigments are shipped regularly to one of the site’s three harbours. Steam and electricity are generated as a by-product of the pulp mill, as well as by the power plant located in the area. The site’s integrated harbour complex enables efficient product handling and brings the plant closer to its customers.

www.storaenso.com

Please indicate on the registration form whether you wish to take part in the visit.

Programme

Thursday, 5 October 2006

Afternoon

Participants arrive

Check-in and registration at the Radisson SAS hotel

20.00

Dinner hosted by the City of Oulu

City Hall, Kirkkokatu 2a

Separate invitations

Friday, 6 October 2006
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>08.30</td>
<td>Meeting</td>
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<td></td>
<td>Hotel Radisson SAS</td>
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<tr>
<td>12.00</td>
<td>Family photograph</td>
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<td></td>
<td>Check-out from the hotel</td>
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<tr>
<td>12.15</td>
<td>Lunch</td>
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<td>13.30</td>
<td>Uusi Seurahuone</td>
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<td></td>
<td>Rantakatu 4</td>
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<td></td>
<td>Tel. +358 20 1432 205</td>
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<tr>
<td>14.00</td>
<td>Visit to Stora Enso’s Oulu mill</td>
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<tr>
<td>15.00</td>
<td>(Separate registration)</td>
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<td>15.00</td>
<td>Bus departs for the airport</td>
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<tr>
<td>16.00</td>
<td>Flights to Helsinki</td>
</tr>
</tbody>
</table>

**Contact information**

For more information about the meeting, please contact:

xxxxx xxxxx
First Secretary
Ministry of Foreign Affairs, Unit for The EC’s Common Commercial Policy
Tel. +358 9 160x xxxx
Mobile: +358 40 xxx xxxx
E-mail: xxxxx.xxxxx@formin.fi

xxxxx xxxxx
Attaché
Ministry of Foreign Affairs, Unit for The EC’s Common Commercial Policy
Tel. +358 9 160x xxxx
Mobile: +358 40 xxx xxxx

xxxxx xxxxx
Meeting Coordinator
Secretariat for Finland’s EU Presidency
Tel. + 358 9 160x xxxx
3 Median kokousohjelmat ja ennakkotiedot mediajärjestelyistä / Media programmes and preliminary information on media arrangements

Joint media programme

Ecofin
8-9 September 2006
EU-South Korea
9 September 2006
EU-China
9 September 2006
ASEM 6 Summit
10-11 September 2006
Helsinki Fair Centre, Finland
updated 27 June 2006

Wednesday, 6 September

18.00 Latest arrival time for outside-broadcasting vehicles, contact YLE, host broadcaster, for parking permission

Thursday, 7 September

11.00 Accreditation desk opens
12.00 Media centre opens
13.00 Press conference by the organizer: media arrangements during Ecofin, EU-South Korea, EU-China and ASEM 6 Summit
Media centre
21.00 Accreditation desk closes
23.00 Media centre closes

Friday, 8 September

07.00 Media centre opens
08.00 Accreditation desk opens
morning Ecofin: Ministers arrive, free photo opportunities
blue entrance, no diplomatic order, no exact timing
09.00 Ecofin: Presidency press conference
Media centre
09.30  **Euro Group: tour de table, photo opportunity (pool FR1)**  assembly at the meeting point 09.00
10.00  Media visit by Finnfacts: Invest in Finland  
more at www.finnfacts.fi/english/media/eu2006
12.00-15.00  Media lunch  
Media centre
12.30  **Euro Group: Presidency press conference**  
Media centre
13.00  ASEM and Civil Societies  
Parliament of Finland  
transport by bus from the media centre at 12.30
14.30  **Ecofin: tour de table, photo opportunity (pool FR2)**  
assembly at the meeting point for the pool at 08.30
16.30  Millennium Award Reception  
Amfi Hall, lower entrance  
more at www.millenniumprize.fi
16.45  **Ecofin: Presidency press conference**  
Media centre
17.30  Millennium Award Ceremony  
Amfi Hall  
more at www.millenniumprize.fi
18.00-21.00  Media dinner  
Media centre: Media Restaurant
20.00  Media reception by Forum Virium and the City of Helsinki  
YLE, Pasila  
accreditation required
21.00  Accreditation desk closes
23.00  Media centre closes

**Saturday, 9 September**

07.00  Media centre opens
08.00  Accreditation desk opens
09.00  **Ecofin: tour de table, photo opportunity (pool SA1)**  
assemble at the meeting point at 08.30
09.00  Media visit: Finnish Forest  
more at www.forest.fi/eu2006
09.45  **EU-South Korea: Welcoming, photo opportunity pool (SA2)**  
House of the Estates  
transport by bus from the media centre, assemble at the media bus stop at 09.00
10.00  Press conference: European Commission, Trans-Eurasia Information Network TEIN2  
Media centre
11.15 **Ecofin: Family photograph, photo opportunity (pool SA2)**
assembly at the meeting point at 10.45

11.30 **EU-South Korea: family photograph, photo opportunity (pool SA2)**
House of the Estates
transport by bus from the media centre, assembly at the media bus stop at 10.45

11.45 **EU-South Korea: Presidency press conference**
House of the Estates
transport by bus from the media centre, assembly at the media bus stop at 11.00

12.00-15.00 Media lunch
Media centre

13.15 Ecofin: Presidency press conference
Media centre

14.15 **EU-China: Welcoming, photo opportunity (pool SA3)**
House of the Estates
transport by bus from the media centre, assembly at the media bus stop at 13.30

16.30 **EU-China: family photograph, photo opportunity (pool SA3)**
House of the Estates
transport by bus from the media centre, assembly at the media bus stop at 15.45

17.30 **EU-China: Presidency press conference**
Media centre

18.00-21.00 Media dinner
Media centre: Media Restaurant

18.00-22.00 Reception by ASEM 6
Wanha Satama
accreditation required

21.00 Accreditation desk closes

**Sunday, 10 September**

morning ASEM 6: bilateral meetings
Delegate Hall

08.00 Accreditation desk opens

12.00-15.00 Media lunch
Media centre

afternoon ASEM 6: Heads of Delegation arrive, southern entrance, photo opportunity (pool SU1)
no diplomacy order, no exact timing,
assembly at the meeting point at 12.30

14.00 ASEM 6: Opening ceremony
Amfi Hall
open for all accredited journalists
free photo opportunity at the photographers’ area

15.00 ASEM 6: family photograph, photo opportunity (pool SU2)
Assembly at the Upper Gallery at 14.45

15.30 ASEM 6: First closed session for the Heads of Delegation, tour de table, photo opportunity (pool SU3)
Assembly at the meeting point at 15.00

18.00-21.00 Media dinner
Media centre: Media Restaurant

19.30 ASEM 6: Dinner for the Heads of Delegation in retreat format, photo opportunity (host broadcaster and host photographer only)
Presidential Castle

20.00-22.00 ASEM 6: media party
Restaurant Kappeli, Esplanade

21.00 Accreditation desk closes

Monday, 11 September

morning ASEM 6: bilateral meetings
Delegate Hall

08.00 Accreditation desk opens

10.00 ASEM 6: Second closed session for the Heads of Delegation, tour de table, photo opportunity (pool MO1)

12.00 ASEM 6: bilateral meetings
Delegate Hall

12.00-15.00 Media lunch
Media centre

15.00 ASEM 6: Third and fourth closed sessions for the Heads of Delegation, tour de table, photo opportunity (pool MO2)
assembly at the meeting point at 14.30

15.00 Press conference, Asia-Europe Business Forum
Media centre
www.aebf10.org

17.00 ASEM 6: Closing ceremony
Amfi Hall
open for all accredited journalists
free photo opportunity at the photographers’ area

17.15 ASEM 6: Coordinators’ press conference
Amfi Hall

18.00 Accreditation desk closes

18.00-21.00 Media dinner
Media centre: Media Restaurant
20.00  ASEM 6: Dinner for the Heads of Delegation, photo opportunity
      (host broadcaster and host photographer only)

Tuesday, 12 September

12.00  Media centre closes

Joint media programme

EU-Israel Troika meeting
27 November 2006

EU-Arab Group Troika meeting
27 November 2006

Euro-Mediterranean Conference of Ministers for Foreign Affairs, Euromed
27-28 November 2006

Joint media centre at Tampere Hall,
Tampere, Finland

updated on 20 November 2006

Sunday, 26 November

16.00  Latest arrival time for outside broadcasting vehicles
      Contact YLE, the host broadcaster, for OBV parking permission

18.00  Euro-Mediterranean Award for Dialogue between Cultures Ceremony 2006
      more at www.euromedalex.org/cultureaward/index.htm
      accreditation before 12.00 by e-mail (xxxxxxx@uta.fi) or by SMS (+358 50 xxxx
      xxxx)
      Further information: xxxxx x xxxx, tel. +358 40 xxxx

Monday, 27 November

08.00  Media accreditation opens

08.00  Media centre opens
10.00-12.00 Media visit “Finland: World-class research for a better future” on biomaterials and stem cell research to Finn-Medi Science Park

12.00-15.00 Lunch for media representatives
Media restaurant, Tampere Hall

13.15 Preliminary Presidency press conference
Small auditorium, Tampere Hall

14.30 Anna Lindh Foundation: press conference
Vapriikki

15.00 Anna Lindh Foundation: Open Debate on Cultural Diversity and Civil Society Movement accreditation before 12.00 by e-mail (xxxxx.xxxxx@uta.fi) or by SMS (+358 50 xxx xxxx) Vapriikki

15.00 EU-Israel Troika meeting: press conference
Small auditorium, Tampere Hall

17.00 EU-Arab Group Troika meeting: press conference
Small auditorium, Tampere Hall

18.00 Media accreditation closes

evening Euromed: arrivals, opportunity for doorstep interviews (pool 1)
Old City Hall (interview opportunity outside)
Assembly at media info desk, Tampere Hall 18.15

evening Euromed: greetings, photo opportunity (pool 2)
Old City Hall
Assembly at media info desk, Tampere Hall at 18.15

evening Euromed: dinner, photo opportunity (pool 3)
Old City Hall
Assembly at media info desk, Tampere Hall at 18.15

appr. 22.30 Doorstep press conference by the EU Presidency (pool 4) (TBC)
Old City Hall
Assembly at media info desk, Tampere Hall at 22.00 (check the time)

19.00-22.00 Dinner for media representatives
Restaurant Myllärit, Åkerlundinkatu 4 (200 m from the media centre)
01.00    Media centre closes

Tuesday, 28 November

08.00    Media accreditation opens
08.00    Media centre opens

morning   Euromed: arrivals, photo opportunity (pool 5)
Heads of Delegation will arrive via two entrances. Further information on entrances
arrangements will be available on the morning of Tuesday, 28 November, at 08.00.
Tampere Hall (photo opportunity outside)
Assembly at the media info desk at 08.15

09.00    Euromed: tour de table, photo opportunity (pool 6)
Tampere Hall
Assembly at the media info desk at 08.30

12.30    Euromed: family photograph, photo opportunity (pool 7)
Tampere Hall
Assembly at the media info desk at 12.00

11.00    Media accreditation closes
12.00-15.00    lunch for media representatives
Media restaurant, Tampere Hall

12.45    Euromed: final press conference
Small auditorium, Tampere Hall

18.00    Media centre closes

Preliminary information on media arrangements

Updated 29 June 2006

The sixth Asia-Europe Summit, ASEM 6 Summit

Helsinki, Finland 10-11 September 2006

Media programme
For media programme please see the “Joint media programme for the Ecofin Council and ASEM 6 Summit” at www.eu2006.fi/mediaguides.

Information on the themes of the meeting

Official ASEM 6 Summit website with news, speeches and conclusions at www.asem6.fi

Advance press briefings on the ASEM 6 Summit will be held in various European and Asian capitals www.asem6.fi/advancebriefings

Helsinki
(Prime Minister’s Office)
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Deputy Head of Information
Tel. +358 (0) 9 160x xxxx
Mobile +358 (0) 40 xxx xxxx
E-mail: xxxxx.xxxxx@vnk.fi

(Ministry for Foreign Affairs)
xxxxx xxxxx
Deputy Director General
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E-mail: xxxxx@formin.fi

Brussels
(Finland’s Permanent Representation)
xxxxx xxxxx
Press Counsellor
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Mobile +32 (0) xxx xxx xxx
E-mail: xxxxx.xxxxx@formin.fi

Information on media arrangements
Secretariat for Finland’s EU Presidency
xxxxx xxxxx
Head of Media Arrangements
Tel. +358 (0) 9 160x xxxx
Mobile +358 (0) 40 xxx xxxx
E-mail: xxxxx.xxxxx@vnk.fi
Accreditation

Access to the venue is limited to accredited media representatives. On-line accreditation is possible at www.asem6.fi/accreditation. Accreditation requests should be made by 25 August at the latest.

Badges can be collected from the Accreditation Desk, which is located at Akava House, opposite the venue (address: Kellosilta 7, FI-00521 Helsinki)

Opening hours of the accreditation desk:
Thursday, 7 September: 12.00 – 21.00
Friday, 8 September: 08.00 – 21.00
Saturday, 9 September: 08.00 – 21.00
Sunday, 10 September: 08.00 – 21.00
Monday, 11 September: 08.00 – 18.00

Accreditation contact person:
xxxxx xxxxx
Tel. + 358 (0) 9 160x xxxx
E-mail: accreditation@eu2006.fi

Accommodation

Media representatives are requested to make their own accommodation reservations. A list of media hotels can be found at www.asem6.fi/accommodation.

Venue

The meeting will take place at the Helsinki Fair Centre (address: Messuaukio 1, FI-00521 Helsinki). More information at www.finnexpo.fi

MAP

Information on Helsinki
www.hel.fi/tourism

Information on Finland
virtual.finland.fi

Visas

Media representatives from outside the EU may be required to present a visa when entering Finland. For information on visa requirements please contact the Finnish embassy in your country. A list of Finnish diplomatic missions abroad is available at www.formin.fi/public/default.aspx?nodeid=15203
Customs regulations

General information on Finnish customs regulations can be found at www.tulli.fi/en
The ATA Carnet is an international customs document that permits duty-free and tax-free temporary importation of professional equipment in events like the ASEM 6 Summit.
www.iccwbo.org/ata/id2965/index.html

Arrivals and transport

Information on flights to and from Helsinki can be found at www.helsinki-vantaa.fi/home.
Finnair City Bus (www.finnair.com/filecontent/com/citybus_com.txt) and buses 415, 615 and 615T run between the airport and central Helsinki.

Connections to the media centre

The media centre is a five-minute walk from the Pasila railway station.

Parking

Media representatives may use the Helsinki Velodrome car park (address: Mäkelänkatu 70)

Media centre for the Ecofin Council and ASEM 6

Address: Helsinki Fair Centre, Messuaukio 1, FI-00521 Helsinki

Opening hours:

Thursday, 7 September: 12.00 – 23.00
Friday, 8 September: 07.00 – 23.00
Saturday, 9 September: 07.00 – 24.00
Sunday, 10 September: 24 hrs
Monday, 11 September: 24 hrs
Tuesday, 12 September: 00.00 – 12.00

Working facilities

Work stations in the media centre include:
- Connection to Local Area Network (LAN) via cable
- Access via LAN to a shared printer
- 1 telephone per 2 work stations
- Wall sockets: 2-pin 230 volts 50 Hz
- Some work stations are equipped with fixed computers (mainly Nordic keyboards)

Other facilities for shared use:
- Fax machines
- Photocopiers
- WLAN network

Despite the use of the best technology, the limited number of available frequency bands will restrict the use of wireless communication in the media centre. Therefore, it is recommended to access the web via cable instead of WLAN.

Additional IT services, for instance ISDN connections, should be ordered before 31 September from TeliaSonera, the IT service provider. Users will be responsible for settling any additional charges.

Contact person at TeliaSonera:
xxxxx xxxxx
Tel. + 358 (0) xxx xxx xxx
E-mail: xxxxx@xxxx.xxx

Radio and television booths

YLE, the Presidency’s host broadcaster, will provide radio and television booths free of charge for use by the media. The booths will have the following standard equipment and services:
- Table 80 cm x 160 cm
- 2 office chairs
- Desk lamp
- One telephone, connected to an analogue telephone line
- Internet connection (one rj45 connector, Ethernet-type, connection 10/100 mbit/s)
- Electrical supply: grounding type socket outlets, total 4 sockets, EURO 230V/50Hz, max 16A fuse
- TV 26” LCD
- RF antenna outlet that carries host broadcaster channels and a set of public channels

Additional IT services, for instance ISDN connections, should be ordered before 31 September from TeliaSonera, the IT service provider. Users will be responsible for settling any additional charges. Contact information can be found under “Working facilities for media”.

Outside broadcasting vehicles

Parking for broadcasters’ SNG trucks and OB vans will be provided outside the venue and allocated by the host broadcaster. All vehicles must arrive by 18.00 on 6 September. Please inform the host broadcaster about your arrival. Contact information can be found under “Host broadcaster”.

Short time licences for transportable earth stations can be obtained from FICORA.
Additional IT services for vans are to be ordered before 31 August from TeliaSonera, the IT service provider. Users will be responsible for settling any additional charges. Contact information can be found under “Working facilities for media”.

Host broadcaster

Finland’s national public service broadcasting company YLE will act as the host broadcaster during Finland’s EU Presidency and provide services in cooperation with the EBU (European Broadcasting Union).

For radio and TV working facilities and stand-up platforms, please contact YLE directly. Contact persons in YLE:

TV
xxxxx xxxxx
Tel. + 358 (0) 40 xxx xxxx
E-mail: xxxxx.xxxxx@yle.fi

Radio
xxxxx xxxxx
Tel. + 358 (0) 40 xxx xxxx
E-mail: xxxxx.xxxxx@yle.fi

Webcasting

The ASEM Coordinators’ Press Conference can be followed live and later as a recording at www.asem6.fi/webcasts.

Press conferences

Interpretation will only be available at Presidency press conferences. All national conferences will be conducted in the language/languages of the country holding the press conference.

Pools

Each delegation will receive a limited number of pool cards for photo opportunities during the ASEM 6 Summit. Pool cards can be obtained from national press officers.

Host photographer

The Presidency will provide a limited number of photographs by the host photographer for use by the media at www.asem6.fi/photos.
Presidency press directory for mobile phones

A Presidency press directory for mobile phones can be installed free of charge on selected mobile phone models. The directory includes photographs of the Finnish government ministers and information on media contacts.

For more information, please contact:
xxxxx xxxx
Tel. + 358 (0) 9 160x xxxx
E-mail: media@eu2006.fi

Skype

Selected Presidency media services in the media centre can be contacted by webcam or by speech via Skype. Download free program at www.skype.com.

SMS text information on media arrangements

Media representatives can receive information on ASEM 6 press conferences and main media events by SMS text messages. Subscriptions for the SMS service can be arranged through the media centre.

Presidency news by SMS text message and e-mail

To subscribe for Finland’s EU Presidency SMS text message and e-mail news service, please visit www.eu2006.fi/news_subscription

Feedback

We are happy to receive your comments and suggestions. E-mail: media@eu2006.fi