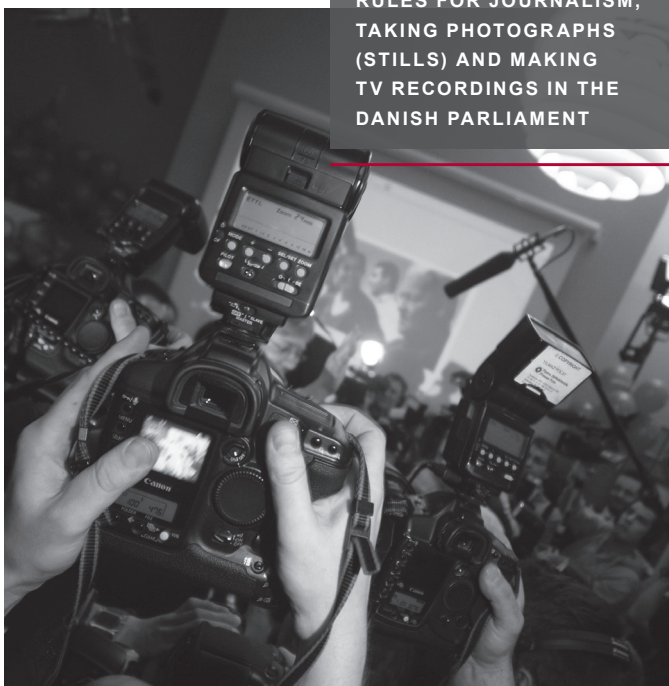




RULES FOR JOURNALISM,
TAKING PHOTOGRAPHS
(STILLS) AND MAKING
TV RECORDINGS IN THE
DANISH PARLIAMENT



Press access to the Danish Parliament



FOREWORD

The Presidium of the Danish Parliament and the members of the Press Gallery have jointly written this folder, which deals with the access of members of the press to the Danish Parliament.

The Danish Parliament is an open Parliament where members of the press are welcome guests. Compared to other parliaments, the Danish Parliament offers extremely free press access and members of the Press Gallery have access to the building on the same terms as other users. This is a time-honoured tradition that the Presidium wishes to uphold in order to provide the public with the best opportunity to keep up to date with the work of Parliament.

But free access to the Danish Parliament also makes demands on the people who benefit from it.

The Danish Parliament is an area where access is regulated, and it goes without saying that this implies that certain guidelines must be observed. The building is legislators' workplace and they must unconditionally have the best conditions in order to perform this work. It is therefore necessary for the people who frequent the building to follow instructions from parliamentary staff and to act with suitable discretion.

Having Christiansborg Palace as a workplace requires mutual respect on the part of all users for the functions of the Danish Parliament and for the regulations in a building frequented by many people in connection with their work. It is therefore in everybody's interests to respect and comply with the few, but necessary rules.

The folder also contains practical information about the work of the press at Christiansborg Palace and about the various facilities placed at the disposal of the press by the Danish Parliament.

The Speaker of the Danish Parliament

October 2014

ACCESS TO THE DANISH PARLIAMENT

The Presidium of the Danish Parliament decided on 1 October 2011 that members of the press may be admitted to the building if they have either a parliamentary admission card for those with privileged access, a press card (Danish or international) or an ID card issued by DR or TV2.

Members of the press with a parliamentary admission card can enter the building at the Main Entrance, while those with a press card or an ID card from DR or TV2 must use the Visitors' Entrance. To the extent possible, parliamentary staff will ensure that these card holders can enter the building without undue delay so that they can perform their work without having to queue up at the entrances. Admission cards, press cards and ID cards must always be worn visibly by members of the press while they are in the building.

Failure to comply with this rule may result in their access being limited.

Members of the press will be provided with special admission cards in connection with general elections and other major events. Information on accreditation can be found on the Danish Parliament's website (www.folketinget.dk) or obtained from the Service Centre on telephone number (+45) 33 37 32 99.

IMPORTANT INFORMATION FOR THOSE WORKING IN THE DANISH PARLIAMENT

When members of the press are working in the Danish Parliament, they must respect parliamentary work. It must be possible for MPs to work in their offices without being disturbed, and access to offices is only permitted by prior agreement.

Journalists' work must not hinder MPs or staff moving around the building. For the same reason, paparazzi-type conditions, where photographers or journalists "chase" politicians or others who have stated that they do not wish to be interviewed, filmed or photographed, must not occur. In this connection, the rules for proper press conduct must be observed at all times.

The point of departure for the work of the press at Christiansborg Palace is political reporting. Interviews, taking photographs and making TV recordings in the building must therefore have a direct connection with political work.

RECORDINGS IN THE DANISH PARLIAMENT

The premises of the Danish Parliament may not function solely as a backdrop. This applies to recordings of fictional works with the participation of actors and extras and to equipment and the use of objects and products that do not naturally appear in Parliament.

In general, recordings that are out of the ordinary with regard to setting up equipment and the use of extras, props, etc., require permission from the Service Centre. Permission for recordings of this type must be obtained no later than the day before they are planned to take place. As a rule, commercial recordings are not permitted in Parliament.

Furniture and other items must not be moved or removed without prior permission from the Service Centre. It is not permitted to stand on or place equipment on furniture. Recordings may only be made on the condition that all work in Parliament can be performed without hindrance.

For security reasons, filming through open windows or leaving equipment, bags and similar unattended is not permitted.

If tape has been put in place to cordon off corridors, this must be respected and members of the press must stay behind the tape to make recordings.

Where recordings can be made

Recordings in the Lobby in front of the Chamber must be made in such a way as to ensure that they do not restrict traffic in the area. They must not constitute an obstacle to the free movement of MPs and staff bet-

ween the Chamber and the Lobby. Cables and other technical equipment must not be placed on the floor and the instructions of parliamentary staff must be complied with.

Recordings can be made in the area around the showcases containing copies of the Constitutional Acts as far as the Landsting Hall, providing that the general rules for this are observed. The same rule applies in general with regard to making recordings in the corridors.

Recordings in the Chamber

When there are sittings

Making recordings and taking photographs in the Chamber while Members are sitting is only permitted from the Press Gallery. Admission to the Press Gallery requires an admission card, which can be obtained from the Folketing Officer at the Main Entrance upon showing a press card.

Journalists who have privileged access can use their admission cards. Permission can be granted to make individual recordings from the other galleries, including the Royal Gallery, if this can be done without disturbing the work in the Chamber and inconveniencing spectators, and if there is no danger that cameras and other equipment could be dropped into the Chamber. Permission can be obtained from the Service Centre or from parliamentary staff at the desk in front of the Chamber.

Photographs must not be taken from the Royal Gallery.

It is not permitted to take photographs of documents on Members' desks with a telephoto lens or take photographs that could reveal the contents of documents, and photographs of this kind may only be taken in general if they do not constitute a breach of the discretion expected of members of the press who are working in the building.

When there are not sittings

The same rules apply when MPs are not sitting. Recordings may only be made on the floor with permission from the Service Centre, providing that this has a natural connection with the political work of Parliament. Permission can only be granted for this when MPs and/or Ministers are involved in the recordings.

Permission is required before making recordings

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Permission is required in the following rooms from the person who has the room in question at his/her disposal:

- The Conversation Room
The Service Centre (room 3299)

- Committee rooms in connection with meetings
The chairperson of the committee in question (room 999)
- Committee rooms, etc., when there are no meetings
The Service Centre (room 3299)
- Members' offices
The Member in question
- The Library reading room
The Head Librarian (room 3499)
- Rooms used by the Administration of the Danish Parliament
The head of the department in question (room 999)
- Ministers' offices
The Minister in question
- Parliamentary group rooms
The parliamentary group in question
(the parliamentary group secretary – room 999)
- Parliament's gymnasium (with the permission of those present)
The Service Centre (room 3299)
- Parliament's restaurant (Snapstinget) and adjacent rooms
Permission is given only in connection with special arrangements and not during normal working hours.
The Service Centre (room 3299)
- The canteen on the second floor
The Service Centre (room 3299)
- The canteen in the Warehouse

The Service Centre (room 3299)

- The tower

The Service Centre (room 3299)

- The entrance area in the Inner and Outer Hall

The Service Centre (room 3299)

It is not permitted to take photographs and/or make TV recordings in the following areas:

- In MPs' reading rooms.
- At the Visitors' Entrance

USEFUL INFORMATION

Press centre

There is a press centre on the third floor of Christiansborg Palace with workstations that can be used by members of the press. It is also possible to follow debates in the Chamber from here and see national and international news channels on a big screen.

There is wireless Internet access, a photocopier and a fax. The workstations can be used during the Danish Parliament's normal opening hours, but they cannot be booked in advance and are reserved for the use of journalists with privileged access or press cards. There are also lockers with code locks that can be used to store equipment, etc.

Cables

Cables should as far as possible not be laid across corridors. If this is necessary, they must be taped to the floor. More extensive cabling requires permission from Parliament. Contact the Service Centre (room 3299).

Lighting

Lighting rated at approximately 4,000 K is permanently installed in the Chamber, but is only switched on when Parliament is in session. Using additional lighting or an electronic flash during sittings is not permitted.

It cannot be expected that it will be possible to use the permanent lighting installation when Parliament is not sitting. Lighting in corridors on the second floor has been enhanced so that sufficient light can be established for TV recordings. This light has a colour temperature that makes the use of corrective filters unnecessary and the same applies to the Landsting Hall and committee room 2-080. Most of the other meeting rooms are lit with ordinary incandescent lamps or energy savers.

Sound

There are outlets from the audio system in the Chamber on both sides of the Press Gallery to which equipment can be connected without further preparation. The system is switched on immediately before a session.

Feed points

DR and TV 2 have links from the Danish Parliament. Connections can normally be booked on ordinary terms.

TELEPHONE NUMBERS

The Danish Parliament

(+45) 33 37 55 00

Extensions

External line: 0

Switchboard: 999

Chairman of the Press Gallery

Anders Jerking: 5813

Folketing Officers

Inner Hall: 5604

Chamber: 5609

Head of the Folketing Officers Unit

5622

Contact in the Administration of the Danish Parliament regarding rules, etc.

3260

Parliamentary Public Relations Manager

3451

DR

5818

TV 2

5855

TV2/Regions

5858

The Danish Parliament's TV channel

3500

The Service Centre

3299

Folketing Officers' Duty Room

5667

Stylist

There is an independent stylist in Parliament who can be booked in connection with parliamentary work.

Stylist Pari Khadem can be contacted in room 5763 or on mobile phone number 2148 9812

If you have any questions, you are welcome to contact the Security Section or the Service Centre

The Service Centre

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Fax +45 33 32 85 36

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ft@ft.dk