NOTES:

1) Please keep your passport with you at all times, as this is required for security check-in at all visit sites. You will be denied access without it.

2) Public transportation will be used throughout the trip. Participants should purchase a multi-trip metro-tram-bus card at the earliest opportunity, ideally shortly after your arrival at the airport. A 10-journey “Jump” ticket costs approximately €13.00 and can be purchased at kiosks in most metro stops. The http://www.stib.be/ web site has more details and transit maps.

3) Business casual dress is required for all site visits.

4) Erica Edwards’ mobile phone: +44.77.8703.0320

Saturday 15 June

Depart US (from various locations)

Sunday 16 June

Arrival Brussels - individual transfer to First Hotel Euroflat, Boulevard Charlemagne, 50, 1000 Brussels. Contacts: Front Desk, tel +32-2-286.79.76; EUCE group rates arranged by Marie Lopez, tel: +32-2-286.79.73.

To get to the Hotel Euroflat from the airport, you can take the Airport Line bus to Place Schuman – approximately 30 minutes at a cost of € 4.00 one way if you purchase your ticket outside the vehicle and € 6.00 if you purchase inside the vehicle. You can purchase a ticket at the airport before boarding the bus from the GO vending machine located on platform C of the bus station. The bus station is located on level 0 – one floor down from the arrivals hall at the airport. From Monday to Friday until 8pm, take bus 12. During the week after 8pm, and on Saturday, Sunday and holidays, take bus 21.

6:00 p.m. All participants to meet in meeting room of First Hotel Euroflat with group leaders for a pre-tour briefing. Participants are welcome to go out for dinner afterwards in groups or on own.

Monday 17 June

8:30 a.m. Meet in lobby of First Hotel Euroflat to walk to European Commission Headquarters
9:00 a.m.  **Visit European Commission Headquarters**: Information visit to the European Commission, "Van Maerlant" building, Rue Van Maerlant-18. (contact: Esther CANGA PEREZ, Directorate-General Communication, tel: +32 2 299.12.45; esther.canga-perez@ec.europa.eu)

Briefings by Vandercappellen (Directorate – General Communication) on:
- The role of the European Commission in the EU
- The enlargement process of the EU

Lunch  On own

1:45 p.m.  **Visit European Parliament**: Paul-Henri Spaak Building (PHS), Rue Wiertz 60, Agora Simone Veil Entrance. (contacts: Silvio Gonzato, Head of Secretariat, EP Committee on Foreign Affairs, tel. +32-2-284.45.56, mob. +32-498.98.1330, email: silvio.gonzato@europarl.europa.eu or Sandra Volante, Assist. to Silvio Gonzato, tel, mob. +32 495 22 53 75, email: sandra.volante@europarl.europa.eu)

Briefing by Silvio Gonzato, Head of Secretariat, EP Committee on Foreign Affairs, on the foreign policy of the European Union and the role of the European Parliament

Visit Parlamentarium, the European Parliament Visitors' Centre: Willy Brandt Building, Rue Wiertz 60, B-1047 Brussels

Attend meeting of the Foreign Affairs Committee of the European Parliament
- Exchange of views with David Usuphashvili, Speaker of the Parliament of Georgia, on recent developments in Georgia
- Recommendation to the Council, the Commission and the EEAS on the negotiations for an EU-Malaysia partnership and cooperation agreement

5:30 p.m.  European Parliament program ends

Dinner  On own

**Tuesday 18 June**

9:15 a.m.  Meet in lobby of First Hotel Euroflat to walk to catch public transportation to the European Network against Racism (ENAR)

9:45 a.m.  **Visit European Network Against Racism**: 60 Rue Gallait, 3rd Floor, B-1030 Brussels. (contact: Michael Privot, tel: +32-2-229.35.79, email: Michael@enar-eu.org)
Briefing by Michael Privot, Director of ENAR, on the lobbying role of his organization and on the current state of Islamophobia in the EU

12:30 p.m. **Visit EU Information Office - Europe Info Europa** at Rue Archimède 1 (Rond Point Schuman), B-1000 Bruxelles, Tel. 02 296 55 55. This is where you get to pick up your free Euroswag!

Lunch On own

1:45 p.m. **Visit External Action Service (EEAS):** Briefings hosted by the US and Canada units of the European External Action Service, Capital Building on Rue de la Loi 242 (just outside the Rond-Point Schuman) in LOI 02/372 (2nd floor). (contacts: Yasmina Sioud, tel: +32-2-292.13.93, email: Yasmina.SIOUD@eeas.europa.eu or Bruni Binder, tel: +32-2-584. 33.91, email: Brunhilde.BINDER@eeas.europa.eu)

Briefings by:
- Wiktor Staniecki on EEAS’s role within the EU and general EU-US relations
- Alenka Zajc-Freudenstein TEC-Trade and TTIP issues
- Ulrich Eckle on energy and environmental issues

5:00 p.m. Drinks with EEAS officials at local pub

Dinner On own

**Wednesday 19 June**

9:45 a.m. Meet in lobby of First Hotel Euroflat to walk to US Mission to the EU

10:10 a.m. **Visit US Mission to the EU:** Security Clearance US Mission to the EU, Rue Zinner 13, B-1000 Brussels (near Metro Arts-Loi). (contact: Jeff Hobbs, Program Assistant in the Public Affairs section, tel: +32 2 811-5987, email: HobbsJN@state.gov)

Briefing on the role of the US Mission and EU-US Relations, with particular focus on the EU-US Transatlantic Trade and Investment Partnership (TTIP)


3:00 p.m. **Visit Bruegel:** Rue de la Charité 33, 1210 Brussels. (contact: Matt Dann, Secretary General, tel: +32-2-227.4270, mob: +32-473.710.997, email: matt.dann@bruegel.org)

Briefings by:
- Matt Dann on the structure and function of Bruegel (a think tank)
Thursday 20 June

10:00 a.m. Meet in lobby of First Hotel Euroflat to walk to the Council

10:30 a.m. **Visit Council of the European Union**: Justus Lipsius Building, Rue de la Loi 175. (contact: Ana Crespo Parrondo, tel: +32 (0) 2 281 5612, email: ana.crespoparrondo@consilium.europa.eu).

Briefing by Dennis O'Sullivan, Lawyer Linguist at the Legal Service, General Secretariat of the Council of the EU, on the Council of the European Union and the European Council

Lunch On own

1:00 p.m. Meet at Schuman Place to take bus #12 to NATO

2:00 p.m. **Visit NATO Headquarters**: Security Clearance at NATO Headquarters, Blvd Leopold III, 1110 Brussels. (contacts: Györgyi Kriegler, Programme Assistant, Engagements Section, tel: +32 2 707 1475, e-mail: kriegler.gyorgyi@hq.nato.int or Allison Hart, Information Officer for the U.S. & Canada, email: hart.allison@hq.nato.int).

2:30 p.m. Briefings on:
- Current NATO Political Issues
- The Perspective of the U.S. Mission to NATO
- NATO-EU Relations

5:45 p.m. End program / Completion of evaluation and assessment of visit

Dinner On own

Friday 21 June

Return to US (to various destinations) unless private arrangements have been made to stay on.
General Contact Information

Euroflat Hotel
Boulevard Charlemagne, 50, 1000 Brussels
Front Desk, tel +32.2.230.00.10
EUCE group rates arranged by Marie Lopez, tel: +32.2.286.79.73.

EUCE staff on-site contacts:
Erica Edwards
Mobile phone: +44.77.8703.0320

US Embassy in Brussels
Regentlaan 27 Boulevard du Régent, B-1000 Brussels
Phone: +32.2.811.4300
Emergency after hours Tel: +32.2.811.4000 and ask to be connected to the duty officer