



FOLKETINGET

**Press access
to the Danish
Parliament**

December 2020

Preamble

Working in close cooperation with the Danish Parliament's Press Gallery, the Presidium of the Danish Parliament has prepared this folder about press access to the Danish Parliament. Members of the Danish Parliament and the press have coexisted under one roof for more than a century. As a time-honoured tradition, the Danish Parliament is an open institution that does its utmost to provide good working conditions for members of the press.

We believe that democracy and a free press are interdependent. The press has an important duty, i.e. to communicate political work to the public and thus ensure that the Danish people can take part in democratic debate and elect their political representatives on an informed basis.

The Danish Parliament is primarily a place of work for members and employees, and certain regulations are therefore necessary with respect to their meetings with the press. The regulations are formulated by reciprocal agreement between the Presidium and the Press Gallery. We agree that we have joint responsibility for providing good working conditions for press and members alike. Journalists, photographers and camera operators are obliged to comply with the Danish Parliament's employees' instructions and act with seemly discretion at the Parliament.

This folder contains the regulations and practical information about the work of the press at Christiansborg Palace and the facilities the Parliament makes available to the press

The regulations help to ensure that representatives of the press remain an integral part of daily life at the Danish Parliament.

Henrik Dam Kristensen,
Speaker of the Danish Parliament

Introduction

The focus of the press at the Christiansborg Palace and other buildings used by the Danish Parliament should be political reporting.

Interviews, photographs, TV recordings and other media functions must be related to political work. Recordings made at the Danish Parliament shall therefore be restricted to members and others who work or otherwise frequent the Danish Parliament.

The regulations regarding the work of the press at the Danish Parliament are the result of an agreement with the Press Gallery, an association of the journalists, photographers and camera operators who have privileged access to the Danish Parliament.

A journalist is always expected to observe discretion and situational awareness when working at the Danish Parliament.

The regulations regarding appropriate press practices shall be observed during every interview and recording session.

When working at the Danish Parliament, members of the press shall respect the work of the Parliament. The Danish Parliament's employees' instructions, signs and barriers shall be respected.

Members of the press who work at Christiansborg Palace are obliged to acquaint themselves with the regulations for press access and work at the Danish Parliament.

Access to the Danish Parliament

Journalists, photographers, camera operators and other media representatives (hereinafter collectively referred to as "journalists") have access to the Danish Parliament if they have a press card, an ID card issued by DR or TV2, or privileged access via a parliamentary admission card. A parliamentary admission card may be issued to members of the press for whom the Danish Parliament is their regular place of work.

Journalists have access to the Danish Parliament via the public entrances to the Danish Parliament. In principle, members of the press must use the main entrance to the Danish Parliament or the Provianthus (Warehouse) entrance. Journalists who have privileged access may use any entrance.

Journalists have access to the Danish Parliament during sittings in the Chamber, when there are activities of public interest, if they have an appointment to meet a member of the Danish Parliament or if they can substantiate another work-related purpose.

Security checks and special security clearance

Journalists who have access to the Danish Parliament with a press card or ID card issued by DR or TV 2 are subject to security checks at the entrance they use. In principle, journalists who have privileged access to the Danish Parliament are not obliged to undergo security checks. On special occasions or if the general security status at the Danish Parliament at any given time dictates this necessary, everyone who wishes to have access may be

obliged to undergo a security check before entering the Parliament.

When on the premises, representatives of the press shall carry a press card, an ID card issued by DR or TV 2, a parliamentary admission card or a label issued by the

Danish Parliament or similar identification. All forms of identification must be worn visibly. A parliamentary access card must be worn on the lanyard supplied for this purpose.

On special occasions at the Danish Parliament, special security clearance may be required. On such occasions, members of the press cannot use a press card, ID card or parliamentary access card to gain access to the Parliament. Whenever special security clearance is required, the Danish Parliament will give advanced warning via the Parliament's website (www.ft.dk), where members of the press can apply for special security clearance.

Journalists are not permitted to bring guests or third parties to recording sessions, etc. on Danish Parliament premises.

Interviews with members and employees of the Danish Parliament

An interview with a politician or employee may only take place if the subject has consented to be interviewed. This means that a recording must not be initiated until an agreement has been reached with the interviewee.

Harassment of the members and employees of the Danish Parliament and others in the corridors of the Parliament is strictly prohibited. Every effort must be made to avoid "paparazzi-like" conditions, under which photographers,

journalists and others pursue politicians and others who have indicated that they do not wish to be interviewed, filmed or photographed.

Recordings of such instances and recordings made without consent must not be published.

Journalists who do not have privileged access are permitted to contact a politician or employee at his/her office only by appointment.

Best press practices dictate that the journalist must always make a prior appointment by phone or email.

Journalists are forbidden to contact politicians in the toilets, fitness room and eateries.

The Chamber, committee rooms and other rooms

The Danish Parliament's premises shall never function solely as a background for the recording of fictional scenes performed by actors and extras. Nor shall objects and products that are not usually present in the Danish Parliament be used for recordings.

Journalists have access to the Press Gallery in the Chamber, from which they can follow the sitting. The presence of journalists in the Press Gallery must never disrupt Parliament in session or the work in the Chamber. The use of flash and other artificial lighting is prohibited.

When the Chamber is not in session, footage of members of the Parliament may be recorded on the Chamber floor (near the seating). Permission to record in the Chamber must be obtained from the Service Centre or Service Corridor next to the Chamber. Recording footage of other persons from the Chamber floor is prohibited.

Permission to record

In connection with recordings made in meeting rooms, committee rooms and other specific areas of the Danish Parliament, journalists must apply for permission to record in advance and book the room/area in question. This does not apply to recordings made in corridors and other public areas or in offices (the latter by appointment only).

Journalists must apply to the Danish Parliament's Service Centre for special permission to record in the following rooms:

- The Chamber
- The Parliament's fitness room
- The Parliament's eateries
- The Conversation Room (where recording is permitted only with participation of a member or members of the Danish Parliament).

The Tower

Recordings made on the viewing platform in the Tower are permitted if they do not have a commercial purpose or prevent guests from visiting the viewing platform and enjoying the view. Recordings may be made in the Restaurant in the Tower, although only by agreement with and permission of the restaurant owner/manager. Recordings may only be made during normal hours of opening. Journalists have access from Kongeporten (The Royal Gate) entrance.

General information about recording sessions

Any recording session that takes place at the Danish Parliament shall respect the work of the Danish Parliament to the extent that it can continue unhindered. This shall apply to political and parliamentary work, and to practical activities that support day-to-day operation of the Danish Parliament.

Recording sessions at the Danish Parliament shall respect the fact that the Danish Parliament is a large workplace, where many people must be allowed to function uninterrupted. During recordings, every effort must be taken to avoid blocking traffic through the area in which the recordings are made, and make every effort to ensure free passage, not least with regard to fire safety precautions. In certain particularly busy areas, e.g. outside the Chamber, in the Lobby, near the Danish Constitutional Acts, outside group and committee meeting rooms and on stairs, journalists must ensure that members of the Parliament, employees and groups of visitors have free passage.

For security reasons, journalists are not permitted to film through open windows or leave equipment, luggage, etc. unattended.

If the Danish Parliament has set up tape to cordon off certain areas of the premises, journalists must respect these barriers and ensure that they and their recording session remain behind the tape.

Cables and other technical equipment must never be allowed to lie loose on floors, or block access and escape routes. In connection with recording work, journalists must ensure that they never block fire and other emergency escape routes.

Journalists must obtain special permission from the Danish Parliament's Service Centre for recordings that require extraordinary installation of equipment (cameras, lighting, etc.) and the services of technicians, guests, experts, etc. In connection with recordings that require extraordinary equipment installation, journalists are advised to apply for permission in good time.

The wearing of costumes, masks and other materials that may be considered inappropriate in connection with recordings at the Danish Parliament is forbidden.

The Danish Parliament does not generally permit commercial recordings.

Journalists are not permitted to use zoom and telescopic lenses and other technical photographic devices to photograph documents belonging to members of the Parliament and others, or telephones and screens in the Chamber and elsewhere on Danish Parliament premises.

In connection with recordings, journalists are not permitted to move or remove furniture and other items of inventory, except with prior permission from the Service Centre. Journalists must not stand on or rest equipment on the Parliament's inventory.

Indoor recording using drones is not permitted at the Danish Parliament.

Outdoor recordings

Journalists must apply for special permission from the Danish Parliament and from other institutions in the area to make outdoor recordings with drones in area surrounding the Christiansborg Palace.

Journalists are not required to apply for permission to record footage on Rigsdagsgården if the work does not hinder access to the Danish Parliament and respects the regulations applicable to recording in public spaces.

Journalists must apply for special permission from the Danish Agency for Culture and Palaces to record in the area adjacent to the Royal Stables.

The use of wireless devices

On special occasions, it may be necessary to coordinate the use of wireless devices. When a journalist applies for special security clearance, he/she is asked whether he/she wishes to use wireless devices.

Breach of regulations governing press work at the Danish Parliament

In the event of breach of the regulations, the Presidium can decide to impose sanctions. Sanctions may include restricting a journalist's access to the spectators' gallery and specific appointments with members of the Danish Parliament.

Breach of the regulations may result in the imposition of a sanction to restrict access for a period of three or six

months. In the event of repeated breach of the regulations, the restriction period may be extended. The Presidium is at liberty to impose sanctions on the offending journalist dependt on the nature of the breach. The sanction imposed will be comparable whether the offending journalist has privileged access or access via a press card.

For editorial offices that have privileged access, a sanction or sanctions will be imposed that affect(s) the number of privileged access passes at its disposal, whether the employee in breach has privileged access or access via a press card.

In the event of breach of the regulations or complaints about representatives of the press, the parties in question will be notified of the complaint or breach and will be given an opportunity to be heard and to state their case. The Presidium of the Danish Parliament will then determine if a sanction is warranted.

The regulations governing the work of the press at the Danish Parliament are available on the Danish Parliament's website. The regulations are also available at entrances to the Danish Parliament. Within the Parliament, the regulations are also available on the Danish Parliament's intranet.

Useful information

Cables

Wherever possible, cables should not lie across corridors. If necessary, cables must be taped to the floor. Major cable works may only be established by agreement with the Danish Parliament.

Please call the Danish Parliament's Service Centre on +45 3337 3299.

Lighting

Lighting rated at approximately 4,000 K is permanently installed in the Chamber. It is switched on only when Parliament is in session. The use of additional lighting and flash during meetings is prohibited.

When Parliament is not in session, members of the press cannot rely on using the permanent lighting installations. The lighting in the corridors on the second floor has been upgraded to ensure that there is sufficient lighting for TV recordings. The colour temperature established in the corridors obviates the need to use corrective filters. The same applies to the light in the former Upper Chamber of the Danish Parliament and committee room 2-080. Most other conference rooms and offices have LED lighting or energy-saving light sources.

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.

Feedpoints

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

The Danish Parliament's media network

The Danish Parliament has a media network (fibre internet) with wired connection points in many rooms and corridors. It is therefore seldom necessary to extend cables over long distances.

If you have questions about the use of the media network, please call: +45 3337 3050.

Conference room reservations

Please call the Danish Parliament's Service Centre on +45 3337 3299.

TV archives from the Danish Parliament

In the Library on the second floor, journalists have access to The Danish Parliament's TV channel archives. The footage is broadcast quality. The archives contain broadcasts from the Chamber since 2002, and open consultations and hearings since 2009. The TV archives are accessible from a work station in the Library's reading room. Journalists have access during the Library's ordinary hours of opening. Please contact the Danish Parliament's Library on +45 3337 3400.

Phone numbers

The Danish Parliament's Library: +45 3337 3400.

The Danish Parliament's switchboard: +45 3337 5500.

Press Gallery Chair, Rikke Gjørl Mansø: +45 6089 8589.

Guardroom, Inner Hall: +45 3337 5604

The Chamber: +45 3337 5609

Service & Security Unit Manager: +45 3337 5613/ +45 3337 3252.

The Danish Parliament's Information Office, officer responsible for regulations, etc.: +45 3337 3260.

Parliamentary Public Relations Manager +45 3337 3451.

FOLKETINGET (The Danish Parliament's TV channel) +45 3337 3500.

Service Centre +45 3337 3299.

Security Guardroom +45 3337 5667.

Stylist

There is an independent stylist at the Parliament. To make an appointment in connection with parliamentary work, call Stylist Ditte Darville on +45 3337 5769 or +45 6162 4993.

The Danish Parliament's Service Centre

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