Parlamentsdienste Services du Parlement Servizi del Parlamento Servetschs dal parlament



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October 2025

Guidelines for media representatives in the Parliament building

Access passes

- Access passes must be worn visibly at all times.
- There is no access to the Council chambers, meeting rooms or public gallery.
- However, media representatives can apply in advance for permission to take photography from the public galleries (contact: information@parl.admin.ch).

Photocraphy, filming and audio recordings

- The use of flashes is not permitted.
- Audio recordings are not permitted in either the public or press galleries.
- · Photography, filming and sound recordings are not permitted in the Zeitungszimmer Café.
- Photography in the "Galerie des Alpes" restaurant may be granted by the head of catering. (contact: galeriedesalpes@zfv.ch).

Data protection and scene staging

- The photographing of files or documents is prohibited.
- Scene staging (e.g. enacted/staged scenes and costumes, etc.) is not permitted.
- The protection of privacy in accordance with art. 28 of the Civil Code must be upheld.

Conduct and appearance

- All journalists are expected to respect the institution of parliament by wearing appropriate dress.
- Please act with due consideration when in the antechambers and the lobby and refrain from disturbing Council members in the course of their work or from hindering their access to the chamber.
- Media representatives shall comply with the <u>Code of Conduct</u> of the Swiss Press Council.

Infrastructure and security

- Desks and other infrastructure are reserved for use by Council members.
- Luggage and equipment may not be left in the lobby or in the corridors. Escape routes and passageways must be kept clear at all times.
- It is not permitted to set up permanent installations (e.g. scenery, lighting, etc.).

Authority to issue instructions and sanctions

- The instructions of Parliamentary Services and security staff must be followed at all times.
- Failure to comply may result in the withdrawal of accreditation (Art. 11 Abs. 4 ParlVV).