



HOW TO ENTER NATO HQ



IMPORTANT

In order to enter NATO HQ premises, **you must have a valid pass.**

- Please contact the [security officer of your national delegation](#) at NATO HQ at least one week in advance to go through the necessary formalities and follow-up on the procedure in order to be sure that a valid access pass is issued at your name.
- If you come from a European Union institution or from NATO agencies and bodies, please coordinate between your organization's security officers, otherwise contact your national delegation at NATO HQ.

Please be aware that the International Military Staff is not responsible for the delivery of your pass. Do not send any security clearances to the secretary of the meeting, he is not authorised to deliver passes **nor will it be possible to escort invitee during the meeting if an access pass is not delivered.**

CONFERENCE CENTRE AND SECURITY REGULATIONS

- The Conference Centre is situated inside the main building (**see map at page 6**)
- The room number for your meeting will be notified on electronic boards as you enter the Conference Centre.

It is mandatory that presentations are provided to the Secretary/Meeting organiser for upload AT LEAST 2 days prior to the meeting.

Please note that presentations **CANNOT** be uploaded from CD-ROM/DVD or USB-stick anymore

- If you need to use your Laptops/Notebooks in the public area, you have to undergo **a security screening upon your arrival**, otherwise you will not be allowed to bring your electronic devices in the New NATO HQ.
- The request to obtain a code to access the **NATOHQ_GUEST WI-FI** has to be processed via your delegation at the same time than the request of an access badge.
- Small lockers are available at the entrance of the Conference Centre (please note that no luggage can be stored there).



You are highly encouraged to arrive at NATO HQ enough time in advance to carry out all the security checks and claim your pass before entering the New NATO HQ.



NATIONAL DELEGATIONS SECURITY OFFICES CONTACT

National Delegation at NATO HQ	Fax Number Attn: Security Officer	Security Officer Extension
Albania	+32 (0)2 707 2783	2010
Belgium	+32 (0)2 707 6090	5996
Bulgaria	+32 (0)2 707 2820	2912
Canada	+32 (0)2 707 7148	7118
Croatia	+32 (0)2 707 2462	7001
Czech Republic	+32 (0)2 707 1769	1123
Denmark	+32 (0)2 707 6115	6160
Estonia	+32 (0)2 707 9590	9547
Finland		2103
France	+32 (0)2 727 7432	7430
Germany	+32 (0)2 726 4948	7785
Greece	+32 (0)2 726 8030	5975
Hungary	+32 (0)2 707 1763	1169
Iceland		5092
Italy	+32 (0)2 707 6259	5984
Latvia	+32 (0)2 707 9748	2026
Lithuania	+32 (0)2 707 2850	2981
Luxembourg	+32 (0)2 726 8900	3830
Montenegro		8486
The Netherlands	+32 (0)2 726 7801	6690
North Macedonia		2757
Norway	+32 (0)2 726 5630	6373
Poland	+32 (0)2 707 1366	1487
Portugal	+32 (0)2 707 6427	5938
Romania	+32 (0)2 707 9602	9668
Slovakia	+32 (0)2 707 2742	9717
Slovenia	+32 (0)2 707 2955	2774
Spain	+32 (0)2 707 6537	6562
Turkey	+32 (0)2 707 6833	6850
United Kingdom	+32 (0)2 707 7596	7568
United States	+32 (0)2 724 3403	9390



ACCESS BY CAR AND PUBLIC TRANSPORTS

**NATO HQ is located between Brussels Airport and the city center.
You can reach NATO HQ by train, tram or bus (see map page 4)**

Official Addresses

NATO Headquarters
Boulevard Léopold III
B-1110 Brussels

By Train: The Belgian rail company NMBS/SNCB operates a railway service from two train stations on line 26. The stations are located close to NATO HQ at Bordet and Haren.

By Tram: Line 62 stops right in front of the HQ. You must get off at the "Bourget" stop. Line 55 will take you from the "Da Vinci" stop, which is about 1.25 km away from NATO HQ.

By Bus:

- Three MIVB/STIB lines serve NATO HQ: 12, 21, 65. The MIVB/STIB bus stop in front of the NATO HQ South entrance is "Bourget".
- De Lijn offers two lines: 272 and 471. The De Lijn bus stop in front of the NATO HQ South entrance is "Haren Bourget".

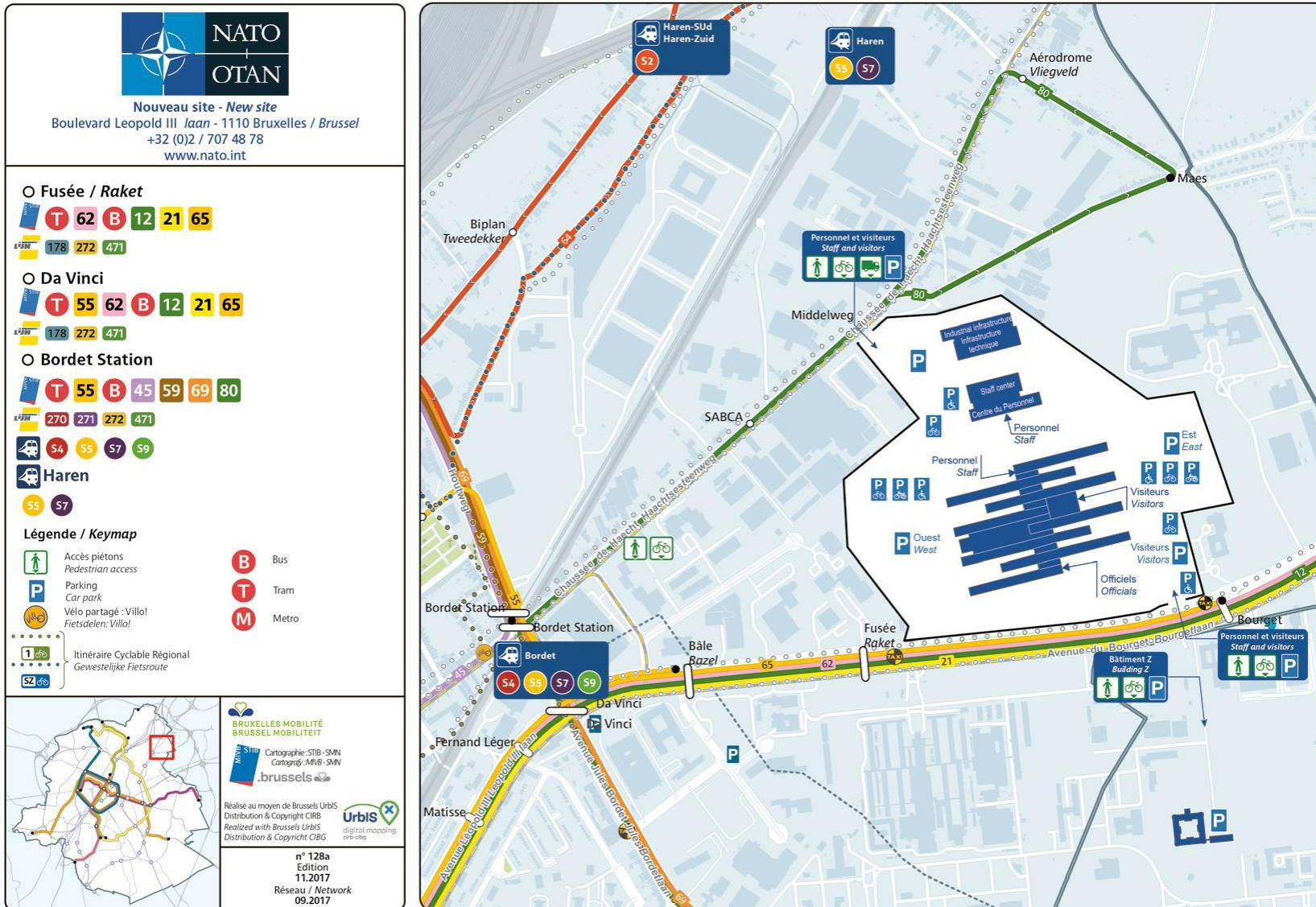
By Car:

- The GPS coordinates are: N 50°52'42.049" (N 50.878437); E 4°25'46.348" (E 4.429541)

Parking

- A limited parking space for visitors is located at the right of the main entrances (see map page 5).

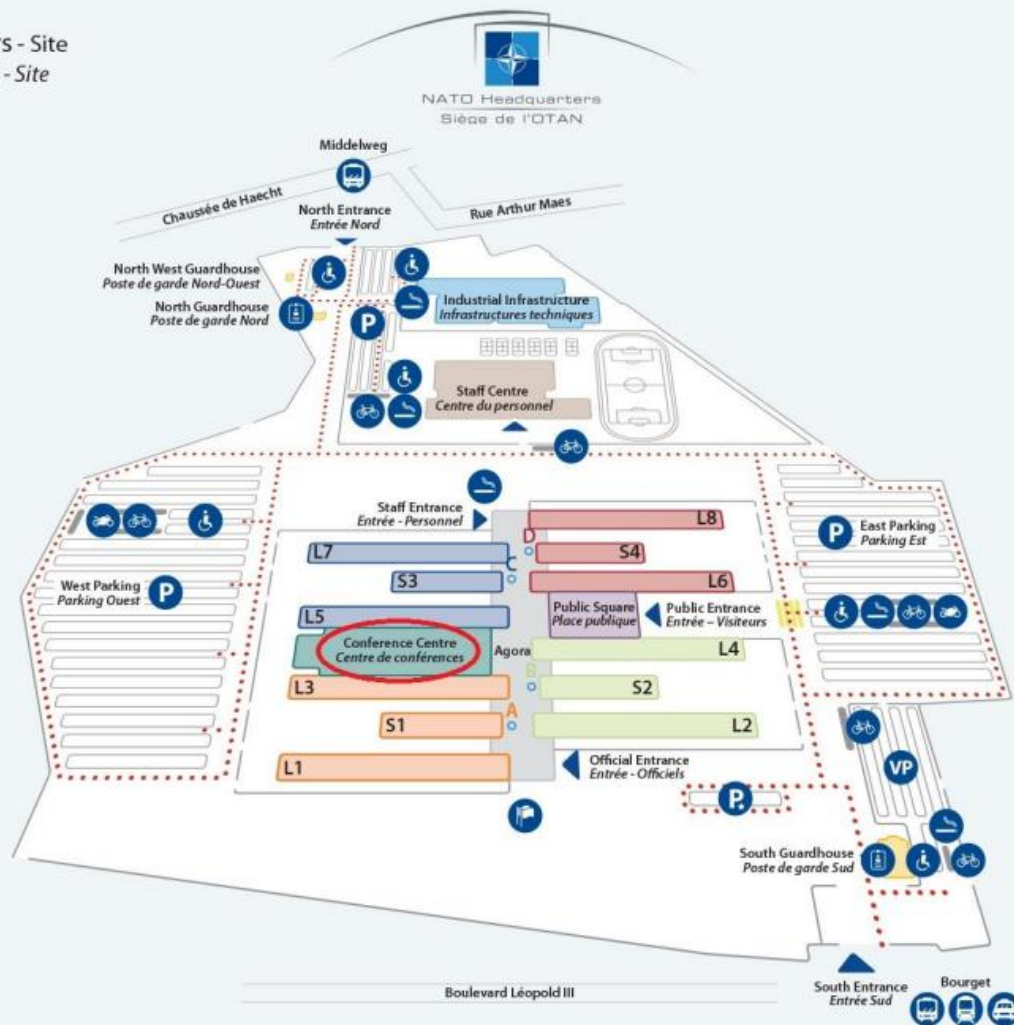
ACCESS BY PUBLIC TRANSPORT TO THE NEW NATO HQ



MAIN SITE MAP

New NATO Headquarters - Site
Nouveau siège de l'OTAN - Site

Level 0 | N
Niveau 0 | N



- Entrance / Entrée
- Accessible parking / Parking PMR
- Motorcycle parking / Parking motos
- Official Parking / Parking officiel
- Vehicle access route / Circulation véhicules
- Short wing / Aile courte
- Pass office / Bureau des laissez-passer
- Bicycle parking / Parking vélos
- Visitor Parking / Parking - Visiteurs
- Cour d'honneur
- Long wing / Aile longue

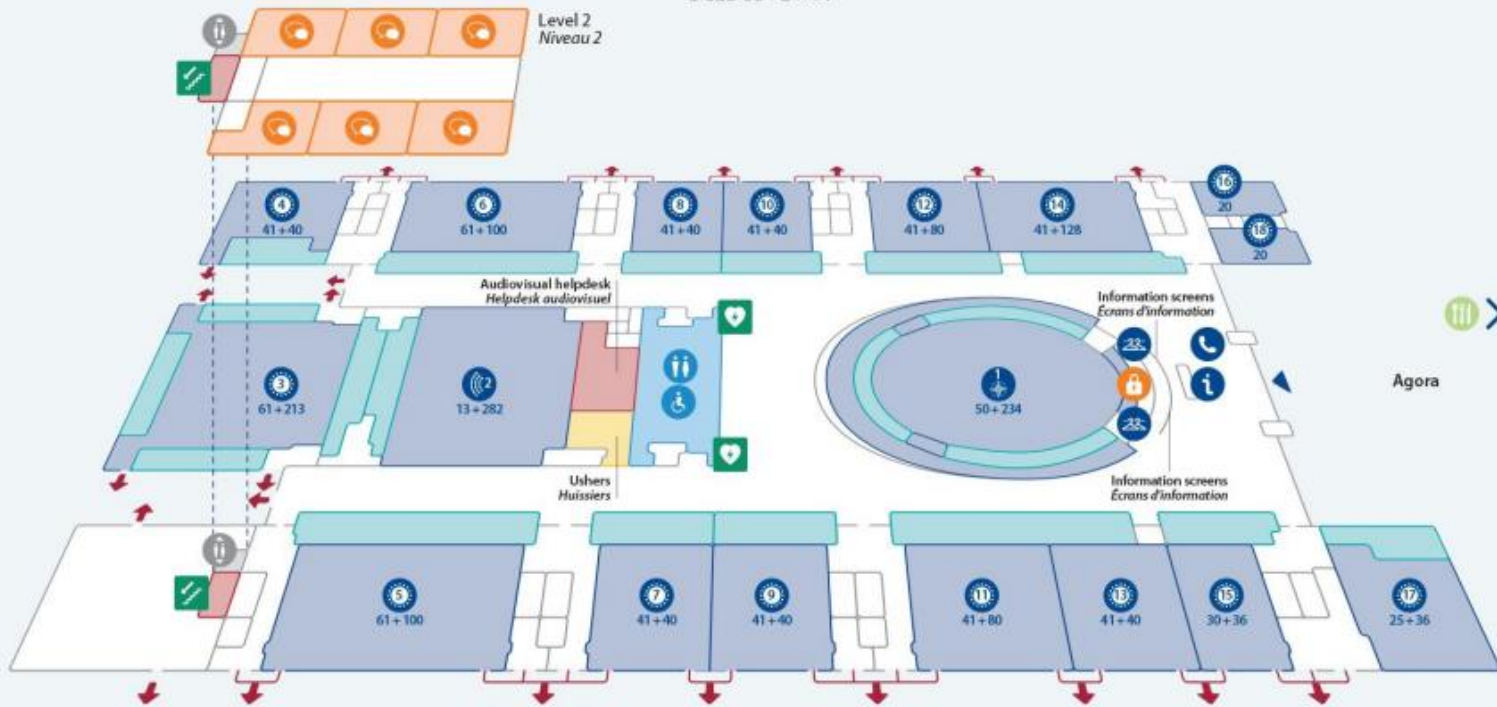
Produced by the Transition Office
Produit par le Bureau pour la transition

MAP OF THE CONFERENCE ROOMS AREA

NATO Headquarters - Conference Centre
Siège de l'OTAN - Centre de conférences



Levels 0 and 2 | N
Niveaux 0 et 2 | N



- Entrance / Entrée
- Emergency exit / Sortie de secours
- Conference rooms* / Salles de conférences*
- North Atlantic Council Room* / Salle du Conseil de l'Atlantique Nord*
- Information Desk / Information
- Cloakroom / Vestiaire
- Lockers / Casiers
- Telephones / Téléphones
- Restaurants / Restaurants
- Interpretation and Conference Services / Services d'interprétation et conférences

- Accessible toilets / Toilettes PMR
- Toilets / Toilettes
- Lift / Ascenseur
- AED: automated external defibrillator / DAE: défibrillateur automatisé externe
- Emergency staircases / Escalier de secours

Interpreters' booths / Cabanes d'interprètes

* n° = Conference room number / numéro de la salle de conférences
n° = number of seats at the table / nombre de places à la table
n° = number of seats behind / nombre de places en retrait

