

Welcome to the Saeima

Visiting the Saeima

Anyone who is interested may visit the Saeima building in order to learn more about the everyday work of the parliament, to see the unique architecture of the Saeima building and to learn about its history.

Tours of the Saeima building take place on weekdays from 9:00 to 16:30. Access to the building is free.

The Saeima building can be visited by interested persons either individually or in groups. The number of people in a group should not exceed 20 on Monday through Thursday, and 50 on Friday.

In order to visit the Saeima building, one should sign up at least one week in advance at the Protocol Division of the Saeima Chancellery (hereafter – the Protocol Division) by telephoning 67087353 or by sending an e-mail at ekskursijas@saeima.lv. The time of the visit will be confirmed.

Group tours

At least two days before the tour, the name, surname, and PIN of each member of the group, as well as the name of the responsible contact person, must be submitted to the Protocol Division. The data can be sent by fax at 67087380 or via e-mail at ekskursijas@saeima.lv.

Individual tours

At least two days before the tour, the name, surname, and PIN of the visitor should be submitted to the Protocol Division. Single visitors are included in a signed-up group tour. The data can be sent by fax at 67087380 or via e-mail at ekskursijas@saeima.lv.

Organisation of tours

The tours are usually guided by a staff member of the Protocol Division. Upon prior agreement, the tour may be guided by a member of parliament or another Saeima staff member. During the tour, the visitors have an opportunity to view the room where gifts to the Saeima are on display, as well as the Red Room, the Yellow Room, the Voting Room and the Plenary Chamber. On Thursdays, the visitors have an opportunity to sit in the visitors' gallery and observe the Saeima members at work.



Security and order

When visiting the Saeima building, a person must present a personal identification document to the security officer, and the person is subject to a security check.

The visitors must be appropriately attired; visitors wearing shorts, sports outfits and beach wear are not admitted. It is prohibited to bring in firearms, explosives, flammable substances, or sharp objects. During the tour, visitors should conduct themselves with decorum; they should not talk loudly, use mobile phones or eat. Tour participants must follow the instructions of the Saeima security officers and the staff members of the Protocol Division.



Visitors who want more than the officially guided tour (for example, go to the library or the cafeteria) must inform the Protocol Division upon signing up for the tour.

Visitors are allowed to take photographs and videos as long as they follow the instructions of the tour guide.

Saeima Visitor and Information Centre

The Saeima Visitor and Information Centre enhances the parliamentary dialogue with society by informing it about the work of the Saeima and encourages involvement of individuals in the work of the Saeima.

The Centre has been operating since January 2009.

The Saeima Visitor and Information Centre provides individuals opportunities to:

learn about:

- the work of the Saeima;
- the contact details of members of parliament and Saeima's staff members;
- the Saeima draft-law data base and the status of draft laws that interest them;
- the Saeima archives of transcripts of sittings, voting results, video and audio materials;
- tours of the Saeima building;
- possibility to observe sittings of the Saeima and its committee meetings;

meet:

- members of parliament and Saeima's staff members (upon prior agreement);

get acquainted with:

- informative materials;
- multimedia presentations about the Saeima, its history and activities.



The Centre receives submissions:

- individuals can submit in person their concerns in writing to the Saeima and receive information about their processing and the deadline for receiving a response;
- the Centre staff members will help individuals to put in writing the concerns that they expressed orally;
- submissions can also be sent by mail:
LR Saeimas Sabiedrisko attiecību birojs
Jēkaba iela 11, Rīga, LV-1811
or via e-mail: info@saeima.lv

These areas are beyond the competence of the Centre:

- legal counselling;
- providing social assistance;
- examining complaints concerning decisions taken by public administration and law enforcement officials;
- solving specific problems of individuals.

The Centre does not accept personal deliveries for members of parliament and staff members. For these purposes, the addressee should be contacted in person.

Concerning areas that are beyond the competence of the Centre, contact information of relevant institutions is provided.

All answers are of a strictly informative nature and should not be deemed legally binding.

The Saeima Visitor and Information Centre is located on:

Jēkaba iela 16, Rīga (entrance from Trokšņu iela)

The Saeima hotline: **67087321**, e-mail: info@saeima.lv

