Text consolidated by Valsts valodas centrs (State Language Centre) with amending regulations of:

7 July 2015 [shall come into force from 14 July 2015].

If a whole or part of a paragraph has been amended, the date of the amending regulation appears in square brackets at the end of the paragraph. If a whole paragraph or sub-paragraph has been deleted, the date of the deletion appears in square brackets beside the deleted paragraph or sub-paragraph.

Republic of Latvia

Cabinet

Regulation No. 435

Riga, 17 June 2008

**Regulations Regarding the Requirements for the Arranging and Equipping of the Accommodation Centre**

*Issued pursuant to*

*Section 59, Paragraph two of the Immigration Law*

1. This Regulation prescribes the requirements for the arranging and equipping of an accommodation centre of the State Border Guard (hereinafter – accommodation centre).

2. The following shall be arranged in an accommodation centre:

2.1. living premises intended for a foreigner;

2.2. common premises intended for a foreigner;

2.3. work rooms (offices) of the service personnel;

2.4. household premises;

2.5. pass checkpoint;

2.6. walking area.

3. An accommodation centre shall be arranged providing for:

3.1. the following engineering and technical supply:

3.1.1. connection of the security and fire-fighting alarm system, surveillance and telephone system to emergency lighting distribution;

3.1.2. lighting of the territory;

3.1.3. complete equipment for equipotential bonding;

3.2. the following telecommunications systems (structured cable systems):

3.2.1. provision with telephone, telefax and computer communications networks (earthing the screens);

3.2.2. [7 July 2015];

3.2.3. installing of telephone and computer network wires, using cable channels;

3.2.4. automatic telephone exchange and a corresponding number of telephones;

3.3. the following alarm systems:

3.3.1. guarding of the territory, common premises of foreigners, isolators, walking areas with video cameras ensuring information in digital recording and a possibility to transmit a picture, using the Management Control Protocol or the Internet Protocol;

3.3.2. in separate areas and outer doors – encoded keys with tolerance and a list for the use of keys in the computer memory;

3.4. enhanced protection against lighting and over-voltage;

3.4.1. three-step protection for the supply with energy;

3.4.2. metal poles, on which video cameras are installed (poles shall be earthed and equipped with lightning guards);

3.4.3. protection against penetration of high potential in buildings via underground and surface metal constructions and communications.

4. In arranging an accommodation centre, the following shall be provided for:

4.1. a territory with solid bituminous concrete surface;

4.2. a separate place with an overhang (pergola) – for the walking area;

4.3. a lockable overhang for garbage bins;

4.4. a closed water supply for watering the lawn;

4.5. lighting of the territory and internal fence;

4.6. fencing of the territory (2.0 m high external fence, 3.0 m high internal fence from welded steel mesh with barbed wire mesh, equipped with motion sensors);

4.7. automated opening and closing of the gate;

4.8. fencing of the walking area (3.0 m high concrete fence with barbed wire mesh, equipped with motion sensors).

*[7 July 2015]*

5. Walls and windows of living premises and common premises of foreigners shall be arranged from shock-resistant materials in order to prevent the possibility for a detained foreigner to arbitrarily leave the accommodation centre, to damage the walls and windows of living premises and common premises, as well as to cause harm to other persons.

6. Communications (wires, cables, pipes) of living premises and common premises of foreigners shall be arranged so that a foreigner would not have free access thereto.

7. Living space of at least 4 m2 shall be provided for each foreigner.

8. An area of the room for persons who have violated the internal procedures shall be at least 1.8 x 2.5 m, and windows shall not be smaller than 0.5 x 0.5 m.

9. The State Border Guard shall equip the accommodation centre according to Annex to this Regulation.

Prime Minister I. Godmanis

Minister for the Interior M. Segliņš

**Annex**

Cabinet Regulation No. 435

17 June 2008

**Equipping of the Accommodation Centre**

*[7 July 2015]*

|  |  |  |
| --- | --- | --- |
| No. | Name | Equipment |
| 1. | Living room of a foreigner with a lavatory | Metal bed with accessories (mattress, blanket, pillow, sheet, pillowcase, blanket cover, terry towel, kitchen towel) 1 |
|  |  | Night stand 1 |
|  |  | Table |
|  |  | Chair 1 |
|  |  | Metal closet for clothing 1 |
|  |  | Nightlight 1 |
|  |  | Bathroom mirror (set) |
|  |  | Waste bin |
|  |  | Toilet roll holder |
|  |  | Rubber mat |
|  |  | Shower stall |
|  |  | Sink |
|  |  | Children’s bed 2 |
|  |  | Children’s potty 2 |
| 2. | Common premises intended for a foreigner |  |
| 2.1. | Medical isolation ward with a lavatory | Clothes-hanger (stand) |
|  |  | Bathroom mirror (set) |
|  |  | Liquid soap dispenser |
|  |  | Toilet roll holder |
|  |  | Napkin holder |
|  |  | Metal bed with a mattress 1 |
|  |  | Night stand 1 |
|  |  | Stool 1 |
|  |  | Blinds for each window |
|  |  | Rubber mat |
|  |  | Wall clock |
|  |  | Waste bin with a lid |
|  |  | Shower stall |
|  |  | Sink |
| 2.2. | Shop | Table |
|  |  | Chair |
|  |  | Metal shelf |
|  |  | Waste bin |
|  |  | Blinds for each window |
| 2.3. | School room | Tables |
|  |  | Chairs |
|  |  | Blackboard |
|  |  | Cabinet with shelves |
|  |  | Waste bin |
|  |  | Blinds for each window |
|  |  | Wall clock |
| 2.4. | Playroom for children | Cabinet with shelves |
|  |  | Chair |
|  |  | Table |
|  |  | Carpet |
|  |  | Toys |
|  |  | Waste bin |
|  |  | Blinds for each window |
|  |  | Bench |
|  |  | “Swedish wall” |
| 2.5. | Meeting room with lavatory | Bed with a mattress |
|  |  | Table |
|  |  | Chair |
|  |  | Reclining chair |
|  |  | Bathroom mirror (set) |
|  |  | Liquid soap dispenser |
|  |  | Napkin holder |
|  |  | Waste bin |
|  |  | Blinds for each window |
|  |  | Toilet roll holder |
|  |  | Wall clock |
|  |  | Rubber mat |
|  |  | Refrigerator |
|  |  | Clothes-hanger |
|  |  | Sink |
| 2.6. | Fitness room | Weight training equipment |
|  |  | Exercise bicycle |
|  |  | Balance bench |
|  |  | Blinds for each window |
|  |  | Waste bin |
| 2.7. | Room for religious rituals | Table for magazines |
|  |  | Bench |
|  |  | Blinds for each window |
| 2.8. | Rest room (place) | Table for magazines |
|  |  | Cabinet for TV set |
|  |  | TV set |
|  |  | Reclining chair |
|  |  | Metal waste bin |
|  |  | Blinds for each window |
|  |  | Wall clock |
| 2.9. | Dining room | Electric cooktop with four burners 3 |
|  |  | Cooker hood above each cooker |
|  |  | Refrigerator with lockable compartments intended for each foreigner 4 |
|  |  | Cabinet with separate lockable metal shelves intended for each foreigner for individual use. Cooking pot, frying-pan, soup bowl or plate, shallow plate, jug, tablespoon, fork, teaspoon shall be on each shelf 4 |
|  |  | Kitchen table |
|  |  | Stool 5 |
|  |  | Set of kitchen knives |
|  |  | Set of kitchen ladles |
|  |  | Set of kitchen cutting boards |
|  |  | Kitchen dresser |
|  |  | Kitchen wall cupboard |
|  |  | Liquid soap dispenser |
|  |  | Napkin holder |
|  |  | Waste bin |
| 2.10. | Laundry room | Washing machine 6 |
|  |  | Dryer 6 |
| 3. | Work premises of service personnel |  |
| 3.1. | Room for inspection of a foreigner with a lavatory | Table |
|  |  | Clothes-hanger |
|  |  | Chair |
|  |  | Bathroom mirror (set) |
|  |  | Liquid soap dispenser |
|  |  | Toilet roll holder |
|  |  | Disinfection chamber |
|  |  | Waste bin |
|  |  | Rubber mat |
|  |  | Shower stall |
|  |  | Hair clippers |
| 3.2. | Room for interviewing a foreigner | Table |
|  |  | Computer set |
|  |  | Scanner |
|  |  | Printer |
|  |  | Three chairs |
|  |  | Office chair |
|  |  | Waste bin |
|  |  | Wall clock |
|  |  | Blinds for each window |
|  |  | Digital dictophone |
| 3.3. | Work room of an operational employee | Computer table |
|  |  | Set of drawers |
|  |  | Wardrobe |
|  |  | Cabinet with shelves |
|  |  | Office chair |
|  |  | Three chairs |
|  |  | Computer set |
|  |  | Laser printer |
|  |  | Strongbox |
|  |  | Paper shredder |
|  |  | Waste bin |
|  |  | Table |
|  |  | Blinds for each window |
| 3.4. | Room for taking photographs and dactyloscopy | Computer table |
|  |  | Set of drawers |
|  |  | Office chair |
|  |  | Three chairs |
|  |  | Computer set |
|  |  | Scanner |
|  |  | Printer for making printouts of digital photographs |
|  |  | Strongbox |
|  |  | Digital camera |
|  |  | Photography lighting lamp |
|  |  | White screen |
|  |  | Blinds for each window |
|  |  | Table |
|  |  | Mechanical kit *Daktokar* for taking fingerprints |
|  |  | Waste bin |
| 3.5. | Treatment room | Couch |
|  |  | Medical trolley |
|  |  | Clothes-hanger (stand) |
|  |  | Three chairs |
|  |  | Medical cabinet |
|  |  | Screen |
|  |  | Waste bin with lid |
|  |  | Refrigerator |
|  |  | Portable bactericidal lamp |
|  |  | Blinds for each window |
|  |  | Liquid soap dispenser |
|  |  | Napkin holder |
|  |  | Metal cabinet |
|  |  | Quartz lamp |
|  |  | Table lamp |
| 3.6. | Internist’s consulting room | Table |
|  |  | Set of drawers |
|  |  | Office chair |
|  |  | Chair |
|  |  | Wardrobe |
|  |  | Waste bin with a lid |
|  |  | Screen |
|  |  | Blinds for each window |
|  |  | Ambu bag |
|  |  | Couch |
|  |  | Medical cabinet |
|  |  | Table lamp |
|  |  | Cabinet with shelves |
|  |  | Wall clock |
|  |  | Fan |
|  |  | Stretcher |
|  |  | Scales |
|  |  | Filing cabinet |
|  |  | Quartz lamp |
|  |  | Medical trolley |
|  |  | Metal cabinet |
|  |  | Mirror |
|  |  | Phonendoscope |
|  |  | Device for indirect measuring of arterial blood pressure |
|  |  | Medical thermometer |
|  |  | Tongue depressors |
|  |  | Height gauge |
|  |  | Medical scales for adults |
|  |  | Measuring tape |
|  |  | Peak flow meter |
|  |  | Reflex hammer |
|  |  | Diagnostic urine test strips (if services of a medical laboratory are not available to the institution) |
|  |  | Glucose meter with diagnostic test strips for the determination of blood glucose level (if services of a medical laboratory are not available to the institution) |
|  |  | Electrocardiograph (if electrocardiography cabinet is not available to the institution) |
| 3.7. | Psychologist’s office | Computer table |
|  |  | Recreational corner |
|  |  | Printer |
|  |  | Wardrobe |
|  |  | Office chair |
|  |  | Chair |
|  |  | Set of drawers |
|  |  | Table lamp |
|  |  | Computer set |
|  |  | Waste bin |
|  |  | Blinds for each window |
|  |  | Cabinet with shelves |
|  |  | Wall clock |
| 3.8. | Personnel training room | Chair 7 |
|  |  | Table 7 |
|  |  | Video projector |
|  |  | Portable computer |
|  |  | Microphone |
|  |  | Amplifier |
|  |  | Loudspeakers |
|  |  | Cabinet with shelves |
|  |  | Screen |
|  |  | Blinds for each window |
|  |  | Waste bin |
|  |  | Wall clock |
| 3.9. | Office of the chief of the security department | Office table |
|  |  | Computer table |
|  |  | Wardrobe |
|  |  | Office chair |
|  |  | Chair |
|  |  | Set of drawers |
|  |  | Table lamp |
|  |  | Computer set |
|  |  | Laser printer |
|  |  | Radio |
|  |  | Strongbox |
|  |  | Cabinet with shelves |
|  |  | Blinds for each window |
|  |  | Waste bin |
|  |  | Wall clock |
| 3.10. | Security department | Office table |
|  |  | Set of drawers |
|  |  | Office chair |
|  |  | Chair |
|  |  | Cabinet with shelves |
|  |  | Computer set |
|  |  | Scanner |
|  |  | Laser fax machine |
|  |  | Strongbox |
|  |  | Laser printer |
|  |  | Table lamp |
|  |  | Computer table |
|  |  | Blinds for each window |
|  |  | Waste bin |
|  |  | Air conditioner |
|  |  | Wall clock |
| 3.11. | Conference room | Table |
|  |  | Chair |
|  |  | Waste bin |
|  |  | Blinds for each window |
| 3.12. | Room for persons who have violated the internal procedures with a lavatory | Metal bed with a mattress 8 |
|  |  | Night stand 8 |
|  |  | Table 8 |
|  |  | Chair 8 |
|  |  | Clothes-hanger 8 |
|  |  | Toilet roll holder |
|  |  | Waste bin 8 |
| 3.13. | Record-keeping room | Computer table |
|  |  | Set of drawers |
|  |  | Office chair |
|  |  | Cabinet with shelves |
|  |  | Wardrobe |
|  |  | Chair |
|  |  | Copy machine table |
|  |  | Computer set |
|  |  | Scanner |
|  |  | Metal cabinet |
|  |  | Xerox (copy machine) |
|  |  | Laser fax machine |
|  |  | Colour laser printer |
|  |  | Table lamp |
|  |  | Paper shredder |
|  |  | Blinds for each window |
|  |  | Closed waste bin |
|  |  | Wall clock |
|  |  | Mirror |
| 3.14. | Office of the chief of the accommodation centre | Computer table |
|  |  | Conference table |
|  |  | Set of drawers |
|  |  | Cabinet with shelves |
|  |  | Wardrobe |
|  |  | Chair |
|  |  | Computer set |
|  |  | Scanner |
|  |  | Strongbox |
|  |  | Laser printer |
|  |  | Table lamp |
|  |  | Office chair |
|  |  | Clothes-hanger |
|  |  | Blinds for each window |
|  |  | Waste bin |
|  |  | Wall clock |
|  |  | Mirror |
| 3.15. | Work office of the personnel | Computer table 9 |
|  |  | Set of drawers 9 |
|  |  | Wardrobe |
|  |  | Chair |
|  |  | Office chair 9 |
|  |  | Computer set 9 |
|  |  | Metal cabinet |
|  |  | Laser printer |
|  |  | Table lamp 9 |
|  |  | Cabinet with shelves |
|  |  | Mirror |
|  |  | Blinds for each window |
|  |  | Waste bin 9 |
|  |  | Wall clock |
| 4. | Household premises |  |
| 4.1. | Rest room of the personnel – dining room | Set for recreational corner |
|  |  | Table for magazines |
|  |  | Cabinet for TV set |
|  |  | TV set |
|  |  | Satellite dish |
|  |  | Electric cooktop with four burners |
|  |  | Cooker hood above each cooker |
|  |  | Refrigerator |
|  |  | Kitchen table |
|  |  | 10 chairs |
|  |  | Kitchen dresser |
|  |  | Kitchen wall cupboard |
|  |  | Microwave oven |
|  |  | Blinds for each window |
|  |  | Liquid soap and soap holder |
|  |  | Napkin holder |
|  |  | Waste bin |
|  |  | Wall clock |
|  |  | Kettle |
|  |  | Radio |
| 4.2. | Lavatory | Liquid soap dispenser |
|  |  | Napkin holder |
|  |  | Toilet roll holder |
|  |  | Waste bin |
| 4.3. | Warehouse of the office-cleaner | Metal cabinet for clothing |
|  |  | Liquid soap dispenser |
|  |  | Napkin holder |
|  |  | Mirror |
|  |  | Vacuum cleaner |
|  |  | Metal shelf |
|  |  | Blinds for each window |
|  |  | Waste bin |
|  |  | Sink |
| 4.4. | Kitchen for centralised cooking | Electric cooker for professional use |
|  |  | Cooker hood above cooker |
|  |  | Refrigerator |
|  |  | Kitchen table |
|  |  | Chair |
|  |  | Kitchen cupboard |
|  |  | Kitchen dresser |
|  |  | Waste bin |
|  |  | Liquid soap dispenser |
|  |  | Paper towel holder |
|  |  | Napkin holder |
|  |  | Sink |
| 4.5. | Storeroom of household products | Metal shelf |
|  |  | Table |
|  |  | Chair |
|  |  | Metal cabinet |
|  |  | Waste bin |
|  |  | Blinds for each window |
| 4.6. | Storeroom of food products | Metal shelf with wooden boxes |
|  |  | Table |
|  |  | Chair |
|  |  | Table with metal surface |
|  |  | Scales (from 1 g to 3 kg) |
|  |  | Scales (up to 5 kg) |
|  |  | Scales (up to 100 kg) |
|  |  | Refrigerator |
|  |  | Freezer unit |
|  |  | Waste bin |
|  |  | Liquid soap and soap holder |
|  |  | Napkin holder |
|  |  | Blinds for each window |
|  |  | Sinks |
| 4.7. | Storeroom for belongings of a foreigner | Metal shelf |
|  |  | Metal cabinet for clothing |
|  |  | Table |
|  |  | Chair |
|  |  | Blinds for each window |
|  |  | Waste bin |
| 4.8. | Storeroom for clean linen | Metal shelf with doors that can be opened and closed |
|  |  | Table |
|  |  | Chair |
|  |  | Waste bin |
|  |  | Blinds for each window |
| 4.9. | Storeroom for unclean linen | Metal shelf with doors that can be opened and closed |
|  |  | Table |
|  |  | Chair |
|  |  | Closed laundry box |
|  |  | Waste bin |
|  |  | Blinds for each window |
| 4.10. | Waiting room for visitors | Table for magazines |
|  |  | Chair |
|  |  | Clothes-hanger |
|  |  | Set for recreational corner |
|  |  | Blinds for each window |
|  |  | Mirror |
|  |  | Waste bin |
|  |  | Wall clock |
| 4.11. | Locker room of the personnel with lavatory and shower | Metal closet for clothes 7 |
|  |  | Wardrobe bench with hanger |
|  |  | Clothes-hanger |
|  |  | Bathroom mirror (set) |
|  |  | Liquid soap dispenser |
|  |  | Toilet roll holder |
|  |  | Napkin holder |
|  |  | Mirror |
|  |  | Waste bin |
|  |  | Rubber mat |
| 4.12. | Workshop | Universal workshop table |
|  |  | Storeroom shelf |
|  |  | Metal box with drawers |
|  |  | Metal waste bin |
| 4.13. | Tool storeroom | Storeroom shelf that can be locked |
|  |  | Metal waste bin |
| 4.14. | Garage box | Work table with drawers |
|  |  | Metal storeroom shelf |
|  |  | Metal waste bin |
| 4.15. | Room for diesel generator | Diesel generator |
| 5. | Pass checkpoint |  |
| 5.1. | Pass checkpoint 10 | Walk-through metal detector |
| 5.2. | Room for storage of belongings of visitors | Lockers with shelves than can be individually locked |
| 5.3. | Security room | Table |
|  |  | Office chair |
|  |  | Table lamp |
|  |  | Blinds for each window |
|  |  | Waste bin |
|  |  | Cabinet with shelves |
|  |  | Wall clock |
|  |  | Clothes-hanger |
|  |  | Monitor |
|  |  | Computer set |
| 5.4. | Lavatory | Toilet roll holder |
|  |  | Liquid soap and soap holder |
|  |  | Napkin holder |
|  |  | Waste bin |
| 6. | Walking area |  |
| 6.1. | Playground for children | Convertible playground for children (set) |
| 6.2. | Sports ground | Basketball hoop with a backboard and a stand or volleyball net with fixtures |
|  |  | Benches |
|  |  | Metal bins for trash |
| 6.3. | *[7 July 2015]* |

Notes.

1 Equipment intended for each foreigner.

2 Equipment for a room where family with a child resides.

3 One cooker burner intended for two foreigners.

4 Quantity depends on the maximum number of foreigners intended.

5 One per two foreigners.

6 One per 10 foreigners.

7 Quantity depends on the maximum number of the personnel.

8 Equipment attached to the floor or wall.

9 For each official of the accommodation centre who needs equipment for fulfilment of official duties.

10 Pass checkpoint may be joined with the premises of the guarding unit.

Minister for the Interior M. Segliņš