

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. payphone with international connection;
 - 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 lightning 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 (sluice-gate principle);
 - 4.8. fencing of the walking area (3.0 m high concrete fence with barbed wire mesh, equipped with motion sensors).

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

Equipping of the Accommodation Centre

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 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 <i>Daktokar</i> 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.		
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 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	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.	Basketball field	Basketball baskets with backboards and stands
6.3.	Volleyball field	Volleyball net with net fastenings
		Benches
		Metal bins for trash

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.

Minister for the

Interior M. Segliņš