

OPERATING PLAN
AGREED BY EASO AND
THE MINISTRY OF THE INTERIOR OF THE REPUBLIC OF LATVIA

Valletta and Riga

THE REPUBLIC OF LATVIA / MCI BD/

The Executive Director of the European Asylum Support Office (hereinafter 'EASO')

and

The Minister of Interior of the Republic of Latvia (hereinafter 'Member State'),

Having regard to Regulation (EU) No 439/2010 of the European Parliament and of the Council of 19 May 2010 establishing a European Asylum Support Office¹ (hereinafter referred to as 'EASO Founding Regulation'), and in particular Article 2, Article 8, 10 and 13 to 23 thereof.

Whereas:

The Operating Plan was agreed by EASO and the Republic of Latvia on 31 August 2021, for a duration of four months.

Hereby agree on the Operating Plan (**hereinafter 'the Plan'**) **for the provision of scientific, technical and operational assistance to the Republic of Latvia from the date of the last signature of this Operating Plan until 31 December 2021.**

Any amendments or adaptations of this Plan shall be agreed between the Parties in writing.

EASO shall share a copy of the Plan with the Members of the EASO Management Board for information.

The Plan enters into force on the date after the Plan has been signed by both Parties.

Executive Director of the
European Asylum Support Office

Minister of the Interior
of Republic of Latvia

Nina Gregori

Marija Golubeva

Valletta, 2021

Riga, 2021

¹. OJ L 132, 29.5.2010, p. 11-28.

1.0 INTRODUCTION

The Plan addresses the operational needs of Member States under particular pressure that have requested support from EASO. Such a Plan give directions on the delivery of EASO's technical and operational assistance and the deployment of Asylum Support Teams.

This Plan including its amendments, is formally agreed with the authorities of the Republic of Latvia (hereinafter 'Host Member State').

The Main part and its Annexes are equally important and form the Operational Plan, having the same legal binding character for the participating authorities.

2.0 LEGAL FRAMEWORK

2.1 General legal basis for the Plan as per EASO Founding Regulation

The EASO Founding Regulation, in particular Article 2 (2) and (3), (4) and (5) thereof, foresees that EASO shall provide effective operational support to Member States subject to particular pressure on their asylum systems, drawing upon all useful resources at its disposal, which may include the coordination of resources provided by the Member States, as well as technical assistance in regard to the policy and legislation of the EU in all areas having a direct or indirect impact on asylum.

The definition of particular pressure on the asylum and reception system is laid down in Article 8 of the EASO Founding Regulation.

EASO may support the Member State by coordinating action to help facilitate an initial analysis of asylum applications under examination by the competent national authorities (Article 10(a)), action designed to ensure that appropriate reception facilities can be made available by the Member States, in particular emergency accommodation, transport and medical assistance (Article 10(b), and other technical and operational assistance through the deployment of asylum support teams (Article 10(c)).

The operating arrangements of the deployment of the asylum support teams are governed by Chapter 3 of the EASO Founding Regulation, and more in particular Articles 13 to 23.

2.2. Legal framework applicable to the Plan

EASO activities performed in the context of the support and technical assistance as identified in the Plan herewith are in principle governed by EU law, complemented, where appropriate, by the national law of the host Member State. This includes, inter-alia, the safety and security of persons and assets participating in those EASO activities.

2.3. Lawfulness and Respect for Fundamental Rights

This Plan shall be implemented by the Parties in full compliance with the applicable law, as indicated in Section 2.2 of the Plan, and with full respects to human dignity. This includes, inter alia, the Charter of Fundamental Rights of the European Union, as well as the Convention Relating to the Status of Refugees of 1951.

Any person contributing to EASO operational support activities and taking part in the implementation of Plan shall respect the applicable International law, European Union law and the national law of the Host Member State. They shall maintain the highest standards of integrity and

ethical conduct, professionalism, respect and promotion of fundamental rights and international protection.

They are to act responsibly and proportionally to current objectives. Whilst carrying out supporting functions, all personnel must not discriminate persons on grounds of sex, race, religion, ethnic origin, age or sexual orientation. All persons are expected to treat every person with courtesy, respect and due consideration for the nature of any legitimate activity in which they are engaged. To perform their duties properly, they shall serve the public interest and refrain from any activities which could undermine or compromise their independence and the appropriate performance of their duties.

During the implementation of this Plan, all personnel must apply a zero-tolerance attitude with respect to the infringement of fundamental human rights.

This obligation is particularly important when dealing with persons who are in need of international protection. To that end, participants in EASO operational support under this Plan shall comply and act in accordance with the 'EASO Code of Conduct for persons participating in EASO operational support activities.

A declaration on the compliance with the EASO Code of Conduct constitutes Annex I to the Plan.

EASO may temporarily suspend the implementation of the Plan in cases of severe violations of the applicable law, especially the Fundamental Rights.

2.4. Confidentiality, Public Access to Documents and Data Protection

Without prejudice to the public right of access to documents, as laid down in Regulation (EC) 1049/2001² and the EASO implementing rules on access to documents³, all versions of this document shall be made available to the competent authorities in each EU Member State, as well as the associate countries, Iceland, Liechtenstein, Norway and Switzerland.

This Plan shall be made publicly available once it has been signed by EASO and the Host Member State.

EASO and the Host Member State shall consult each other on any requests for public access to documents relating to this Plan (for instance concerning its evaluation) and treat such requests in accordance with Regulation (EC) 1049/2001 or the respective national law, whichever is applicable.

Personal data will be processed in accordance with Regulation (EC) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data. The current plan also takes into account the General Data Protection Regulation as updated in May 2018⁴ with a Corrigendum to the 2016/679 Regulation on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (Data Protection Directive), which is applicable to stakeholders at national level.

Whenever personal data is processed by the EASO within the activities agreed in the current Plan, EASO will act as data processor on behalf of the competent authorities of the Host Member State, following the applicable EU and national laws and regulations, as well as the instructions received from the Host Member State as the data controller.

² Regulation (EC) 1049/2001 of the European Parliament and of the Council of 30 May 2001, regarding public access to European Parliament, Council and Commission documents

³ Decision No. 6 of the Management Board of EASO of 20 September 2011 laying down practical arrangements regarding public access to the documents of EASO

⁴ Corrigendum, OJ L 127, 23.5.2018, p. 2 ((EU) 2016/679)

In order to perform their tasks in accordance with this Plan, participants to activities under this Plan are only allowed to access the data bases mentioned below, under point 5.5 Conditions of Deployment.

EASO will implement the necessary technical and organisational measures to ensure the security and confidentiality of the personal data it processes taking into account possible additional instructions received from the Host Member State. This is to prevent any unauthorized disclosure of or access to this information.

The Host Member State agrees that any personal data obtained in the course of the implementation of the Plan and by any EASO personnel working on behalf of the Member State authorities can be processed in the EASO IT systems, including cloud-based systems, exclusively under the instructions of the Member State and until an alternative system exists that can substitute the processing system used by EASO.

The Host Member State also agrees to indicate a contact point in view of its role as a data controller for any data processed by EASO on behalf of the Host Member State.

3.0. OPERATIONAL SITUATION AND NEEDS ASSESSMENT

In the course of 2021, the Republic of Latvia experienced a sharp increase in the irregular migration flows under a new migration route from Belarus.

In the first two weeks of August, a total of 321 irregular border crossing from Belarus to Latvia have been registered. In particular, with 214 irregular entries, the numbers in the second week of the month doubled compared to 107 in the previous week – thus showing an increasing trend. Mostly, irregular migrants are nationals of Middle East, African and Asian countries⁵.

The new migration route has resulted in a significant increase in the number of asylum applications. In the week of 9-15 August, 250 asylum applications were lodged in Latvia, making it the first EU+ receiving country in per capita terms (130 applications per million inhabitants). Applications more than doubled (+145 %) compared to the previous week, which had already set a record high, with 102 applications lodged⁶. The data are particularly significant in comparison to the numbers registered in 2020, when a total of 147 applications for international protection have been registered in the Republic of Latvia (it is of about 185 the annual average of asylum applications lodged in Latvia between 2018 and 2020)⁷. In total, 454 applications were received in the first thirty-two weeks of 2021 - six times as many as during the same period of 2020 (76).

The changed pattern of the migration flows to Latvia is reflected in the nationality of asylum seekers: 90% of the asylum applications have been presented by Iraqi nationals, a novel country of origin of applicants in Latvia, while the main countries of origin of asylum seekers registered in 2020 were Belarus, Russian Federation and Syria⁸. While no claimed unaccompanied minors were reported in 2020, some 15 were accounted for in 2021, of which 14 (9 Iraqis and 5 Afghans) in the first half of August.

⁵ European Commission - Directorate-General For Migration And Home Affairs, Directorate F – Audit & Situational Awareness, “F.2 – Situational Awareness”, Brussels HOME.F.2.001/VI, *Report on the situation at the external EU borders with Belarus*, 16 August 2021.

⁶ Data from the Office of Citizenship and Migration Affairs for the Republic of Latvia.

⁷ Data from the Office of Citizenship and Migration Affairs for the Republic of Latvia. Available at: <https://www.pmlp.gov.lv/en/statistics-asylum-seekers-until-2021>. Last consulted on 18 August 2021.

⁸ Data from the Office of Citizenship and Migration Affairs for the Republic of Latvia. Available at: <https://www.pmlp.gov.lv/en/statistics-asylum-seekers-until-2021>. Last consulted on 18 August 2021.

Due to the steady and unprecedented increase in arrivals, the Republic of Latvia's asylum and reception system reached its capacity limit. As a result, on 10 August 2021, the Republic of Latvia declared the state of emergency in the administrative territories bordering Belarus (Ludza, Krāslava, Augšdaugava and Daugavpils). On 11 August, Latvia activated its contingency plan for the mass influx of asylum seekers.⁹

On 18 August 2021, the Acting Chief of the Office of Citizenship and Migration Affairs of the Ministry of the Interior of the Republic of Latvia, with a letter addressed to the Executive Director of EASO, requested the support of the Agency to implement asylum and reception procedures in a timely manner.

A rapid needs assessment has been conducted by EASO, in close collaboration with the Republic of Latvia's authorities, on 25 August 2021. As a result, priority areas for the provision of immediate support by EASO have been identified.

4.0. IMPLEMENTATION

4.1. Implementation Period

The implementation period of this Plan is from the date of its last signature until 31 December 2021.

4.2. Non-substantial changes during implementation

The Plan aims to provide effective and flexible support to the identified needs of the Host Member State. Therefore, the foreseen activities are implemented in consideration of the changing circumstances which may occur in the international protection and reception systems in the Member States or on the ground, as well as in the context of the availability of financial resources and experts.

The implementation of measures and tasks foreseen in the Plan may be subject to non-substantial changes that may be accommodated within the objectives of a measure, so long as they do not affect the overall budget, do not require an amendment to or adaptation of the Plan, and that the Host Member State is timely informed in writing.

4.3. Amendments to the Plan

Any changes that prove to require an amendment to or adaptation of the Plan, shall gain written agreement of both the Executive Director of EASO and the Republic of Latvia in line with Article 18(2) of the EASO Founding Regulation.

5.0. COORDINATION STRUCTURE

This chapter of the Plan describes the various conditions for and aspects of support to the authorities of the Host Member State in the field of international protection and reception.

EASO will provide technical support to experts participating in this Plan with the aim of ensuring that all deliverables make good use of the expertise and information already available to EASO. All

⁹ European Commission - Directorate-General For Migration And Home Affairs, Directorate F – Audit & Situational Awareness, "F.2 – Situational Awareness", Brussels HOME.F.2.001/VI, *Report on the situation at the external EU borders with Belarus*, 16 August 2021.

rights in any writings or other work produced by Asylum Support Teams shall be the property of EASO and/or the European Union, where such writings or work relate to activities undertaken in the context of this Plan. EASO and/or the Union acquires irrevocably ownership of the results and of all intellectual property rights, such as copyright and any other intellectual or industrial property rights, on the materials produced specifically for EASO under the Plan and incorporated in such works, without prejudice, however, to the specific rules concerning pre-existing rights on pre-existing materials or other detailed rules contained in Framework Contracts concluded by EASO for purposes related to the implementation of this Plan. Selected deliverables developed under this Plan may be published.

5.1 Main National Partners

The Host Member State's main partners involved in this Plan are the following.

Organisation	Responsibilities
<p>Ministry of the Interior of the Republic of Latvia https://www.iem.gov.lv/en</p>	<p>The Ministry of the Interior (Mol) is the main institution responsible to manage and to coordinate the implementation of the Republic of Latvia's policies and regulations on migration and international protection.</p>
<p>Office of Citizenship and Migration Affairs of the Republic of Latvia https://www.pmlp.gov.lv/en</p>	<p>The Office of Citizenship and Migration Affairs (OCMA) is established under the Ministry of Interior of the Republic of Latvia. The OCMA is the national institution responsible for the implementation of the national migration and asylum policies. In particular, the OCMA performs the following functions: development and implementation of the state policy on migration and asylum; maintenance of the population register and registration of residents in the accommodation centers; determination of the legal status of individuals in the country and naturalization; issuance of personal identification and travel documents.</p>
<p>State Border Guard of the Republic of Latvia https://www.rs.gov.lv/en</p>	<p>The State Border Guard Service (SBG) is established under the Ministry of Interior of the Republic of Latvia. The SBG is responsible for the enforcement of public safety in the fields of State border guard and, within the scope of competence, to manage irregular migration. In this framework, the SBG implements the procedures associated to the management of entry, residence, exit and transit of third country nationals and stateless persons, according to the provisions of the national legislation on migration and asylum.</p>

5.2. Composition of Asylum Support Teams – categories of resources

The Asylum Support Teams may consist of the following categories of resources, being members of the Asylum Support Teams:

(a) Member States experts, i.e. experts made available through contributions to the Asylum Intervention Pool by EU Member States via national expert pools on the basis of defined profiles, in accordance with Article 15 of the EASO Founding Regulation;

(b) Associate Countries experts, i.e. experts made available through contributions to the Asylum Intervention Pool by associate countries referred to in Article 49 of the EASO Founding Regulation, with which the European Union has an arrangement in place on the modalities of its participation

in EASO's work. Currently such arrangements have been concluded with the Kingdom of Norway, the Principality of Liechtenstein, the Swiss Confederation, and the Republic of Iceland.

(c) Individual experts, i.e. experts made available through contributions to the Asylum Intervention Pool by EU Member States via national expert pools on the basis of defined profiles, in accordance with Article 15 of the EASO Founding Regulation, but whereby the Member State does not have an employment relationship with the individual expert;

(d) EASO staff members, i.e. statutory staff employed by the Agency (temporary and contract staff) subject to the Staff Regulations of Officials and the Conditions of Employment of Other Servants of the European Union¹⁰.

(e) Seconded National Experts (SNEs), i.e. experts employed by a national, regional or local public administration of an EU Member State or an associate country or by a public inter-governmental organisation and seconded to the Agency¹¹ for the provision of support to its operational activities;

(f) Experts on contract, i.e. individuals providing services in relation to the Plan or other experts on contract i.e. individuals providing services in relation to the Plan upon conclusion of a public contract between the Agency and the legal entity with which these individuals have an employment and/or contractual relationship, including temporary agency workers.

The implementation of the Plan shall be based on the common understanding that the provision of resources, other than EASO (statutory) staff, to be deployed for the purposes described above can under no circumstances lead *per se* to the establishment of an employment relationship between EASO and the members of the Asylum Support Teams. Throughout the duration of the deployment of the Asylum Support Teams in the activities undertaken in the context of the present Plan, the employer of the Asylum Support Teams members is and remains their employer.

5.3. Civil and criminal liability of members of the Asylum Support Team

Articles 21 and 22 of the EASO Founding Regulation will be applicable to all the members of the Asylum Support Team operating in the Host Member State.

5.4. Acceptance of Deliverables

EASO shall ensure quality control of agreed deliverables. Where applicable, steps shall be taken to document the Host Member State's formal acceptance of deliverables.

5.5. Conditions for Deployment

General rules and conditions for Asylum Support Teams' deployment, as well as special instructions for Asylum Support Team members (including databases that they are authorised to consult and the equipment that they may carry in the Host Member State and practical information concerning location of deployment and related workflows) are published on the following platforms, which the experts/Asylum Support Team members are obliged to consult:

- EASO Asylum Intervention Pool's National Contact Point platform (EASO AIP NCP);
- EASO Asylum Intervention Pool System (EAIPS)

¹⁰ As laid down by Council Regulation (EEC, Euratom, ECSC) No 259/68, OJ L 56, 4.3.1968, p.1.

¹¹. By virtue of Decision No 01 of the Management Board of EASO of 25 November 2010 laying down rules on the secondment of national experts (SNE) to the European Asylum Support Office (ref. number: EASO/MB/2010/03).

- EASO country-specific online platforms. These platforms are made available to members of ASTs upon their deployment, allowing for preparation for deployment (in case of MS national experts) and daily implementation of their tasks;
- Relevant thematic pages of the EASO IDS concerning the asylum and reception system of the Host Member State, including information on relevant practices, legislation, case law and statistical background.

The host Member State shall contribute to information concerning the asylum and reception system of the Host Member State, including information on relevant practices, legislation, case law and statistical background.

The Host Member State and EASO will provide experts with information on the general state of play with regard to the procedure for international protection and reception system in the Host Member State and specific information about the state of play of the deliverables as necessary for the specific measures on a continuous basis.

Specific Asylum Support Team deployment details are provided under each measure, where applicable.

5.6. Organisational and Operational Pre-Conditions

Every effort shall be made by the different parties to provide a suitable working place for the expert(s) participating in the activities to implement the Plan.

EASO may provide the technical equipment required for the work of the Asylum Support Teams and will reimburse costs incurred by persons participating in the activities, according to the applicable EASO rules.

The Host Member State commits to provide the Asylum Support Team members with data from relevant databases and with the required information in the context of this Plan.

The Host Member State and EASO shall designate an overall Plan Coordinator, as well as a specific Measure Coordinator for each measure stipulated in the Plan. The host member state will also facilitate the provision of appropriate working spaces.

As far as operationally feasible, and where relevant, the working files shall be made available by the Host Member State in English (unless otherwise agreed).

Minimum working and security conditions (see section 6) are considered as organisational pre-conditions.

The Host Member State shall provide EASO with information on the implementation of the Plan through timely input to the Early warning and Preparedness System and the delivery of tailored information on the execution of measures agreed in the Plan.

5.7. Communication

The Executive Director shall designate the Union Contact Point under Article 20 of the EASO Regulation, who acts as an interface between EASO, the Host Member State, and the Asylum Support Team members. The Union Contact Point provides assistance, on behalf of EASO, on all issues relating to the conditions of deployment of the Asylum Support Teams, monitors the correct implementation of the Plan, and reports to EASO on all aspects of Asylum Support Teams' deployment.

Further, at the end of their deployment, Asylum Support Team members will provide a Final Report to EASO using the template available on the Country Operational Platform. Feedback from the

deployed Asylum Support Team members shall be gathered on the completion of their deployment and prior to reimbursement of expenses.

During the implementation of this Plan, experts as well as other personnel deployed as part of Asylum Support Teams will be briefed regularly on current situational and operational developments to address challenges and identify improvements.

Particular attention shall be paid to the need to continuously develop, improve and make available EASO support tools. Should such need be identified or changed during the plan implementation, it shall be communicated to EASO for further consideration.

The Host Member State and the Union Contact Point will manage the exchange of information concerning the tasks under the Plan.

EASO will maintain close cooperation and communication with the relevant stakeholders. EASO will also provide information to its partners (i.e. the European Commission, concerned EU Agencies, and international organisations) about the operational activities, as appropriate and in line with EASO transparency and communication policies. The timing and content of communication with the media shall be agreed upon between EASO and the Host Member State.

Where relevant the two parties will facilitate media coverage to ensure a wider dissemination and visibility of results.

5.8. Incident reporting

Participants in EASO activities who have reason to believe that a violation of the Code of Conduct has occurred or is about to occur, are obliged to report the matter to the Executive Director of EASO and to the Host Member State Coordinator for the Plan via the appropriate channel: complaints_operations@easo.europa.eu. The incident is reported using the Incident Report Form (Annex II). Any incidents that may occur during the deployment of an expert in the Asylum Support Teams shall be reported through the same channels.

5.9 Monitoring and Evaluation Framework

EASO is implementing a structured Monitoring and Evaluation (M&E) methodology allowing evidence-based measurement of progress, corrective action-taking and reflective reviews. In terms of monitoring, EASO is making use of a number of tools developed in order to collect input from the implementation of the Plan and to guarantee feedback in real time.

Periodic or mid-term and final evaluations can be carried out in order to take stock of lessons learned and good practices. The evaluation(s) will be delivered within the European Commission's methodological guidelines for evaluations. They may be performed externally through engagement of evaluation specialist(s) or by EASO internally.

Monitoring and evaluation findings, as applicable, shall be shared with the Host Member State and communicated to the EASO governance structure (e.g. Management Board members and National Contact Points).

6.0. SECURITY

EASO should apply the security principles of the Commission's security rules. Commission Decision 443/2013 on the security in the Commission defines, that security shall be based on the principles of legality, transparency, proportionality and accountability.

The safety and security of persons participating in EASO activities under the plan are under the overall legal framework of the host Member State and shall be provided by the respective authorities legally responsible and accountable for the public order and security and safety on the territory of that Member State.

EASO will endeavor to support the identification of required security and safety measures and the implementation of those that are under its remit, both legally and functionally, in close cooperation with the MS security responsible.

To that end:

- Standard security and safety requirements, identified herewith, should apply as a general rule;
- Specific security and safety requirements for the specific plan, to be identified jointly by EASO and the host Member State security responsible, should be established in an annex to this plan.
- The safety and security measures shall be identified jointly on a basis of field assessment visits.

6.1 Standard security requirements

The standard security and safety requirements are rather pertaining to elements to be present in the implementation of the plan, not to minimum security standards:

- Both the host Member state on one side and EASO on the other shall appoint a named security responsible, acting as a single point of contact for security matters for the operation, both at central and local level.
- The host Member State should ensure that the working conditions for the performance of the activities under the Plan are compliant with the national occupational health and safety norms and regulations;
- A pre-deployment briefing programme, drafted in close cooperation with the respective national authorities, focusing both on general security rules and awareness, as well as on specific security aspects for each deployment will be provided. With regards to the decentralized nature of deployments, the use of e-learning and other distance-based training techniques should be considered.
- Emergency (evacuation) plan. Certain operational activities, such as hotspots, require that staff shall have clear guidance and training on how to evacuate quickly in case of emergencies. In a more general context, there could be a need to evacuate from the operational area as well. A security responsible should maintain updated information on the availability of evacuation plans and routes.
- Communication tools. As considered relevant by the EASO Security sector, EASO operational staff should have access to independent radio communication equipment. If possible, to the equipment should be interoperable with the local law enforcement in charge of the security of the operation.
- Security of information. Sensitive non-classified and classified information should be protected adequately. EASO security responsible should be involved in supporting the proper classification of relevant information

- Security of IT and communication equipment - EASO IT equipment is adequately prepared to protect the information level it has been foreseen to process.
- Personal security behavior should be included in the pre-deployment training, led by operational teams and performed for the experts during the first days of arrival to the operational area. This may refer to the EASO code of conduct as well.
- Reporting security incidents from the operational area to the EASO HQ is essential to ensure an overview of the overall security management is maintained.

6.2 Specific security requirements

- Specific security and safety requirements for the implementation of the Plan shall be defined on the basis of a pre-deployment security assessment visit with the aim of identification of specific potential risks, identification of mitigation measures and communication of those measures to the MS and involved stakeholders, prior to the deployment.

6.3 Suspension of operational activities on security and safety grounds

EASO reserves the right to suspend operational activities on the basis of current risk assessment, while keeping informed the host Member State on the findings and identified mitigating measures required for resumption.

7.0. SPECIFIC PROVISIONS

7.1 Cooperation with the European Commission

All activities under this Plan will be closely coordinated with the Host Member State and with the steady support of the European Commission as well as with the other Agencies.

7.2 Cooperation with UNHCR

In accordance with Article 50 of the EASO Regulation, EASO aims at a coherent and complementary continuation of the fruitful cooperation with UNHCR. The Union Contact Point will liaise with the UNHCR office in the Host Member State for a continuous cooperation and coordination of practical activities agreed with the Host Member State under the current Plan.

7.3 Cooperation with IOM

In accordance with Article 52 of the EASO Regulation, in July 2019 EASO signed a working arrangement with IOM to establish a cooperation framework covering the relevant areas of common work and interest setting objectives and principles of such cooperation. Therefore, the Union Contact Point will liaise with the IOM office in the Host Member State for a continuous cooperation and coordination of practical activities agreed with the Host Member State under the current Plan and in accordance with the working arrangement.

8.0. MEASURES

Measure LV-AS-REC 1: Asylum and Reception Support	
<p>Outcome: <i>Effectiveness and efficiency in processing asylum applications and in the provision of reception services for applicants of international protection are improved</i></p> <p>Measure Indicator:</p> <ol style="list-style-type: none"> 1. Percentage of cases processed with EASO support 2. Percentage of reception sites where reception procedures are implemented with EASO support <p>Measure Target: To be defined after conclusion of the Inception Phase</p>	
Responsible Authorities	<ul style="list-style-type: none"> • Office of Citizenship and Migration Affairs under the Ministry of the Interior of the Republic of Latvia.
Preconditions	<ul style="list-style-type: none"> • Republic of Latvia's authorities appoint focal points to liaise with EASO and ensure effective operational coordination, quality assurance and implementation. • Latvian authorities make available necessary office space for the deployed personnel • A bi-directional data sharing procedure is in place between EASO and the Republic of Latvia's authorities to measure the impact of the intervention.
Outputs	<p>LV-AR 1.0 Enhanced capacity of the Office of Citizenship and Migration Affairs to process asylum applications</p> <p>LV-AR 1.1 Enhanced capacity of the Office of Citizenship and Migration Affairs to manage reception facilities</p>
Description of the actions	<p>LV-AR 1.0 Enhanced capacity of the Office of Citizenship and Migration Affairs to process asylum applications</p> <ul style="list-style-type: none"> • Action 1.0.1 Provide support to the Office of Citizenship and Migration Affairs in asylum processing, in particular interpretation for asylum interviews, notification of decision and legal aid. • Action 1.0.2 Deliver tailor-made workshops for the Office of Citizenship and Migration Affairs on interviewing specific nationalities <p>LV-AR 1.1 Enhanced capacity of the Office of Citizenship and Migration Affairs to manage reception facilities</p> <ul style="list-style-type: none"> • Action 1.1.1 Provide support to the Office of Citizenship and Migration Affairs in managing reception facilities, in particular interpretation for information provision.
Inputs	<p>Indicative number of the following inputs:</p> <p><u>Human resources:</u></p> <p>Field Support Officer: Up to 1</p> <p>Member States Expert: Up to 1</p> <p>Interpreters to support asylum and reception procedures: Up to 20</p>

	<p><u>For All:</u></p> <ul style="list-style-type: none">• Equipment, material and operational support where required for the joint EASO and national authorities' activities
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ANNEXES

Annex I - Declaration on the compliance with the EASO Code of Conduct

Annex II - Incident Report Form