Republic of Latvia

Cabinet

Regulation No. 886

Adopted 17 September 2013

**Price List of Paid Services of the Office of Citizenship and Migration Affairs**

*Issued pursuant to*

*Section 5, Paragraph nine of the Law On Budget and Financial Management*

1. This Regulation determines the price list of paid services of the Office of Citizenship and Migration Affairs.

2. The Office of Citizenship and Migration Affairs shall provide paid services according to the price list (Annexes 1 and 2).

3. Cabinet Regulation No. 929 of 6 December 2011, Regulations Regarding the Price List of Paid Services Provided by the Office of Citizenship and Migration Affairs (*Latvijas Vēstnesis*, 2011, No. 193), is repealed.

4. Annex 1 to this Regulation shall be in force until 31 December 2013.

5. Annex 2 to this Regulation shall come into force on 1 January 2014.

6. Annex 1 to this Regulation shall be applied to cash payments, which are performed in lats during the parallel circulation period specified in the Law On the Procedure for Introduction of Euro.

Prime Minister Valdis Dombrovskis

Minister for the Interior Rihards Kozlovskis

**Annex 1**

Cabinet Regulation No. 886

17 September 2013

**Price List of Paid Services of the Office of Citizenship and Migration Affairs**

[1 January 2014]

**Annex 2**

Cabinet Regulation No. 886

17 September 2013

**Price List of Paid Services of the Office of Citizenship and Migration Affairs**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| No. | Type of service | | Unit of measurement | Price without VAT  (in euros) | VAT  (in euros) | Price with VAT  (in euros) |
| 1. | Preparation of a statement (except a statement from the Population Register), if it is necessary to use special data preparation methods and selection criteria for its preparation | | | | | |
| 1.1. | within five working days | | one statement | 5.09 | 1.07 | 6.16 |
| 1.2. | within one working day | | one statement | 9.49 | 1.99 | 11.48 |
| 1.3. | within three working days, signing it with a secure electronic signature | | one statement | 5.07 | 1.06 | 6.13 |
| 1.4. | within one working day, signing it with a secure electronic signature | | one statement | 8.36 | 1.76 | 10.12 |
| 2. | Development of software, if special data preparation methods and selection criteria are used for processing of personal data in the Population Register | | one man-hour | 58.21 | 12.22 | 70.43 |
| 3. | Sending of a letter prepared by a person to the indicated addressee (addressee to be searched), if there are no legal grounds to issue the information from the Population Register (excluding postal expenses)\* | | one consignment | 4.56 | 0.96 | 5.52 |
| 4. | Use of technical connection of the online data transmission system of the Population Register | | | | | |
| 4.1. | configuration of the technical connection of operational or test database of the online data transmission system of the Population Register (up to five users) | | one connection for one static Internet protocol address | 202.58 | 42.54 | 245.12 |
| 4.2. | provision of connection for a new user to the online data transmission system of the Population Register (for an existing client, if more than five users are registered in the system) | | one user | 19.65 | 4.13 | 23.78 |
| 4.3. | renewal of the details of an existing user of the online data transmission system of the Population Register | | one user | 8.47 | 1.77 | 10.24 |
| 4.4. | renewal of technical connection to the online data transmission system of the Population Register for a client | | one connection for one static Internet protocol address | 84.35 | 17.17 | 102.06 |
| 4.5. | changing of the Internet protocol addresses permitted to the user or adding thereof to the online data transmission system of the Population Register (for an existing client) | | one user | 4.72 | 0.99 | 5.71 |
| 4.6. | changes in configuration of the technical connection of a client of the online data transmission system of the Population Register (division of users by units) | | one connection for one static Internet protocol address | 51.84 | 10.88 | 62.72 |
| 4.7. | changes in the data amount available in the online data transmission system of the Population Register for a client who uses applications | | one user | 34.71 | 7.29 | 42.00 |
| 4.8. | changes in the data amount available in the online data transmission system of the Population Register for a client who uses an intersystem interface | | one connection for one static Internet protocol address | 147.12 | 30.90 | 178.02 |
| 5. | subscription to the online data transmission system of the Population Register (regardless of the number of processed entries of the person) | | | | | |
| 5.1. | if from one to 10 users are registered in the system | | per month | 76.48 | 16.06 | 92.54 |
| 5.2. | for each subsequent user (in addition to the principal sum) | | one user per month | 28.95 | 6.08 | 35.03 |
| 5.3. | for an accredited trustworthy provider of certification services (regardless of the number of users) | | per month | 43.84 | 9.21 | 53.05 |
| 6. | Subscription to the test database of the Population Register (regardless of the number of processed entries of the person) | | per month | 55.05 | 11.56 | 66.59 |
| 7. | Subscription to monitoring of personal data in the Population Register | | | | | |
| 7.1. | development of software, if special data preparation methods and selection criteria are used for processing of personal data | | one man-hour | 57.07 | 11.98 | 69.05 |
| 7.2. | from one to 100 000 persons – for an accredited trustworthy provider of certification services | | per month | 33.40 | 7.01 | 40.41 |
| 7.3. | from one to 100 000 persons – for other persons | | per month | 66.83 | 14.03 | 80.86 |
| 7.4. | from 100 001 to 300 000 persons – for an accredited trustworthy provider of certification services | | per month | 55.81 | 11.72 | 67.53 |
| 7.5. | from one to 100 001 to 300 000 persons – for other persons | | per month | 122.63 | 25.75 | 148.38 |
| 7.6. | from 300 001 persons or more – for an accredited trustworthy provider of certification services | | per month | 77.86 | 16.35 | 94.21 |
| 7.7. | for 300 001 persons or more – for other persons | | per month | 144.65 | 30.38 | 175.03 |
| 8. | Issuance of the standard software for correctness verification module of the personal identify number of the Population Register | | one module | 165.10 | 34.67 | 199.77 |
| 9. | Preparation of a printout of the audit result of the software of the online data transmission system of the Population Register | | | | | |
| 9.1. | within five working days – for an accredited trustworthy provider of certification services | | one page | 3.80 | 0.80 | 4.60 |
| 9.2. | within five working days – for other persons | | one page | 7.64 | 1.61 | 9.25 |
| 9.3. | within one working day – for an accredited trustworthy provider of certification services | | one page | 7.64 | 1.61 | 9.25 |
| 9.4. | within one working day – for other persons | | one page | 15.24 | 3.20 | 18.44 |
| 10. | Preparation of statistics of the audit result of the online data transmission system of the Population Register | | | | | |
| 10.1. | within five working days | | one user | 3.29 | 0.69 | 3.98 |
| 10.2. | within one working day | | one user | 6.59 | 1.38 | 7.97 |
| 11. | Preparation of information regarding the number of persons at an address, if it is necessary to use special data preparation methods and selection criteria for its preparation | | | | | |
| 11.1. | if information regarding one to 10 addresses is requested | one statement | | 6.36 | 1.34 | 7.70 |
| 11.2. | if information regarding 11 to 100 addresses is requested | one statement | | 25.44 | 5.34 | 30.78 |
| 11.3. | if information regarding 101 or more addresses is requested | one statement | | 50.94 | 10.70 | 61.64 |
| 12. | Statements, printouts of personal data from the Population Register, sending of the printout of statistical information or audit result of the system software (excluding postal expenses)\* | one consignment | | 3.50 | 0.74 | 4.24 |
| 13. | Making of black-and-white copies (A4 format) | one page | | 0.27 | 0.06 | 0.33 |
| 14. | Distribution of polygraphically printed publications | | | | | |
| 14.1. | brochure “Methodological Recommendations for Application to Citizenship of Latvia in Preparing for Testing the Knowledge of the Basic Provisions of the Constitution of the Republic of Latvia, the Text of the National Anthem, and the Knowledge of History of Latvia” | | one copy | 1.70 | 0.36 | 2.06 |
| 14.2. | brochure “Test in the Latvian Language” | | one copy | 2.14 | 0.45 | 2.59 |
| 14.3. | publication “J. Taurēns “The Basic Issues of Latvian History and the State Constitutional Principles”” | | one copy | 3.98 | 0.84 | 4.82 |

Note. \* In addition payment for delivery of the consignment to the addressee is collected according to the tariffs of postal services in effect on the day of sending.

Minister for the Interior Rihards Kozlovskis