Republic of Latvia

Cabinet

Regulation No. 548

Adopted 7 August 2012

**Regulations Regarding Designating a Liaison Officer for Representation at the European Police Office**

*Issued pursuant to*

*Section 31, Paragraph one, Clause 3 of the Cabinet Structure Law*

1. The Regulation prescribes the procedures for designating a liaison officer for the representation of the Republic of Latvia at the European Police Office (hereinafter – representation at the European Police Office), the term of designation of a liaison officer, and also individual issues of the work organisation of a liaison officer.

2. At least one liaison officer who is an official of the State Police shall be designated for representation at the European Police Office. In order to promote a more efficient implementation of the tasks of the State Police, the State Police may designate several liaison officers for representation at the European Police Office.

3. In addition to the liaison officer designated by the State Police, an official of the Security Police, State Border Guard, Prison Administration, Office of the Prosecutor institution, Corruption Prevention and Combating Bureau, Military Police or State Revenue Service (hereinafter – the competent authority) may be designated for representation at the European Police Office.

4. The competent authority may take the decision to designate a liaison officer for representation at the European Police Office for the performance of the tasks of the relevant competent authority if such tasks fall within competence of the European Police Office and the designation of a liaison officer will promote a more efficient implementation of tasks of the relevant competent authority.

5. If the competent authority has also designated a liaison officer for representation at the European Police Office, the liaison officer designated by the State Police shall be the senior liaison officer in issues of work organisation.

6. If several liaison officers from the State Police have been designated for representation at the European Police Office, the State Police shall determine who is the senior liaison officer in issues of work organisation.

7. The State Police or the competent authority shall nominate the candidate for the position of a liaison officer (hereinafter – the candidate) by taking into account his or her foreign language skills and ability to perform the duties of a liaison officer.

8. The competent authority shall send the following information on the nominated candidate to the State Police:

8.1. given name and surname;

8.2. personal identity number;

8.3. position;

8.4. contact details (telephone number, electronic mail address).

9. The State Police shall ensure that the unit of the State Police which performs the tasks of the national unit determined in the legal acts governing the operation of the European Police Office (hereinafter – the national unit) informs the candidate of the specific nature of the work of the European Police Office and the procedures for exchanging information between the European Police Office and the national unit.

10. The national unit shall inform the State Police or the competent authority that the candidate has been informed of the specific nature of the work of the European Police Office and the procedures for exchanging information between the European Police Office and the national unit.

11. The State Police or the competent authority shall take the decision to designate a liaison officer for representation at the European Police Office and shall inform the candidate thereof.

12. The competent authority shall inform the State Police of the decision taken to designate a liaison officer for representation at the European Police Office.

13. Duties of a liaison officer in respect of the national unit shall be determined in the job description. The competent authority shall approve the job description after agreement thereupon with the State Police.

14. During the time when a liaison officer performs the office duties related to representation at the European Police Office, the orders of the national unit on issues of work organisation shall be binding on him or her.

15. The State Police or the competent authority shall designate a liaison officer for representation at the European Police Office for four years. After expiry of the abovementioned term, the State Police or the competent authority may, upon written agreement with the national unit, extend the term once for a period not exceeding two years.

Acting for the Prime Minister, Minister for Welfare I. Viņķele

Minister for the Interior R. Kozlovskis