




YOUR RIGHTS AND OBLIGATIONS ON RECEPTION



This information is for you if:

-  **you are under the age of 18**
-  **you arrived without your parents, either alone or with other family members**
-  **you applied for asylum (also called international protection) in Latvia.**

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➤ YOU ARE SAFE IN THIS COUNTRY

You told the authorities that you cannot go back to your country because you are in danger and you applied for asylum. You are an asylum seeker in Latvia. It is normal if everything feels new. You are safe in this country, and you will not be alone.

➤ WHO WILL HELP YOU?

In Europe, everyone below 18 years old is considered a child and has the right to receive **special support**.



Because you are here without your parents, another adult called a **representative** will help you with your needs. This person is independent of the authorities.

If you have not yet met your representative, you will meet them as soon as possible.

➤ WHAT IS THE ROLE OF THE REPRESENTATIVE?

Your representative explains to you everything you need to know about your stay and helps you to find answers to your questions. For example, about how you can go to school, how you can see a doctor, where you will live, how can you find or contact your family. Other staff will also help you with these questions.

Your representative tells the authorities what you need, provides you with advice and helps you with making important decisions.

You can always express your needs and feelings and tell your representative your opinion.

If you have a problem with your representative, tell the staff.

➤ WHO ELSE CAN HELP YOU?



- A **social worker** will help you with your everyday needs or contact other professionals who can help with a specific problem.
- A **doctor** or **nurse** will help you if you feel sick, you are injured or you need any kind of medical assistance.
- A **psychologist** will help you if you feel sad, angry, afraid, worried or you find it hard to sleep.
- A **legal adviser** will help you to understand what will happen during the asylum procedure and in case you believe your rights are not respected.
- An **interpreter** can help you communicate in a language you understand. Their role is to translate exactly what you and the others say.

What is age assessment?



If you arrived in Europe with no document proving how old you are, and the authorities have doubts about your age, they will ask you to take part in a procedure called **age assessment**. In this way, they can decide if they consider you a child or not. If you are asked to take part in an age assessment, your representative will explain the procedure to you.

What can you do if you want to contact your family?

- If you do not know where your family is, or you have lost contact with them, you can ask your representative or the staff for assistance. They will help you to search for your family.
- If you know where your family is and you have their contact details, the staff can help you to call them if you wish.
- If you have family in Europe, tell the staff everything you know about your family.



Be careful, some people might put you in danger



You might think of leaving this country or some people will try to convince you to run away. It can be dangerous for you and may have negative consequences for your asylum application. Talk to your representative and the staff, you can explain them the situation and they can advise you.

▶ WHAT WILL YOU RECEIVE?

You will receive different types of support and services while you wait for the authorities to examine your asylum application. This is called **reception**.

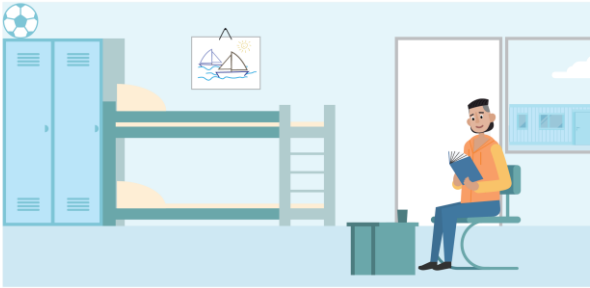
As a child and as an asylum seeker, you have rights but also obligations you need to respect. These are explained in this brochure.

The staff will ask you to confirm that you received the information in this brochure. If you do not understand parts of this brochure or if you have any questions, ask your representative and the staff.

During your stay in this country, your representative and the staff will provide you with additional information depending on your specific situation. You can ask questions at any time.



You will receive:



- a place to sleep



- food



- personal hygiene products



- clothing



- money for daily expenses

If you live in an asylum seeker accommodation centre of the Office of Citizenship and Migration Affairs, you will be provided with a place to sleep, food and personal hygiene product. Your money for daily expenses will be given to your representative.

If necessary, you will be provided with clothing according to season.

➤ RIGHT TO HEALTH CARE

The authorities will ensure that you receive the health care you need.

You can inform the staff and your representative about any medical problem you have. They will help you to see a nurse or a doctor if you need.



If the doctor considers it necessary, they will prescribe medications as well as visits to see specialists.

The staff and representative will tell you if you will have to attend a medical check with a nurse or a doctor. They will check on your health and provide you with the necessary assistance.

If you have a medical emergency or any injury that needs urgent treatment, tell the staff. If you are outside the place where you are staying, you can call the toll-free emergency number 112.

➤ INFORM THE STAFF AND THE REPRESENTATIVE IF:



- you are unwell, injured or in need of urgent medical assistance or medication
- you use drugs or drink alcohol
- you experienced violence or abuse in the past or you are experiencing it now
- you are or you might be pregnant
- you cannot walk on your own or you have difficulties hearing and seeing
- you are very worried, sad, you cannot sleep or you have negative thoughts
- you feel unsafe or are afraid of someone, either a stranger or a person you know
- you have been or are being forced to do things you don't want to do
- you feel unsafe due to your faith, who you love, how you dress or behave.

Remember, the staff and your representative are here to help.



▶ WHAT IS A BEST INTERESTS ASSESSMENT?



It is an activity where you will see other staff who will ask you questions to:

- understand your **needs**
- decide which **support** you need.

This will help the authorities to make important decisions, for example where you will stay.

You can trust the nurse, the doctor, the staff and your representative. You can confide in them. Nothing you say will be shared with anyone other than your representative without your agreement. The only exception is if your life or someone else's is at risk.

If you don't want your representative to be informed or involved, tell the staff. They will examine your request and decide based on what is best for you.

▶ RIGHT TO EDUCATION



As a child, you have the right to education and to learn. If you go to school and you turn 18 during this time, you can continue your attendance until schooling finishes.

Your representative and the staff will help you to register at a local school. They will inform you about an option to attend courses.

The staff will tell you about educational and recreational activities to help you learn, develop and make new friends.

➤ RIGHT TO WORK

Depending on your age and your situation, you might be allowed to work in Latvia, if you want to. Your representative and the staff of the Office of Citizenship and Migration Affairs will give you more information.



Depending on your situation, you may have the right to work after 3 months from the registration of your application for international protection in Latvia if you have not received a decision on granting refugee or alternative status or a refusal to grant it and if you have received a personal document of an asylum seeker.



All boys and girls under 15 years old are not allowed to work (in exceptional cases, they are entitled to work from the age of 13).

➤ YOUR ASYLUM SEEKERS DOCUMENT

You will receive a personal document with your name and photograph. This certifies that you are an asylum seeker in Latvia. You must always carry it with you.



This document is important. Be careful not to lose it and don't give it away to someone else.

This document is called a personal document of an asylum seeker.

➤ WHERE WILL YOU STAY?

The place where you will stay while the authorities examine your asylum application depends on your age and needs.



Your representative and the staff will inform you **where you have to stay**, for example in a certain accommodation or city.

You will receive support and services only in the place decided by the authorities.

Very rarely, children might be put in a centre where they cannot come and go as they wish. If you are in this situation, your representative, a legal adviser and the staff will assist you.

**No matter where you are staying, you have the right to be safe.
Nobody is allowed to:**



threaten you



insult you



harm you

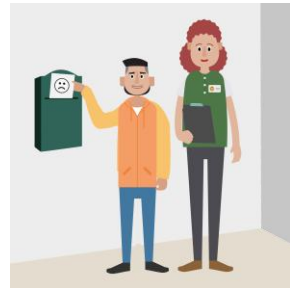
No matter who they are, a stranger or someone you know.
If you have any problems with the staff or your representative, you can speak up.

➤ WHAT CAN YOU DO IF SOMEONE TREATS YOU BADLY?



You can talk to a person you trust, to your representative or the staff.

If someone treats you badly, you [plural] can report this to the authorities to prevent recurrence. This is called 'making a complaint'.



Attention!

If you are outside the place where you are staying and you are in danger, you can call the toll-free national emergency number 112 from any phone.

➤ WHAT ARE YOUR RECEPTION OBLIGATIONS?



It is important that you tell the truth and that you cooperate with the authorities, even if sometimes it feels scary and difficult to tell your story. You are not alone. Your representative and the staff are here to listen to you and to help you with your everyday needs.

The staff can help you if they know about your situation.

Wherever you will stay, there will be rules to follow. For example, you must respect the other residents and the staff, and you must not be noisy during the quiet hours.

The staff will explain the rules and the consequences when rules are not followed.

It is very important that you:

- ✔ follow the rules of the place where you are staying
- ✔ cooperate with the staff of the authorities and follow their instructions
- ✔ respect the staff, other residents and persons
- ✔ inform the staff of the authorities on your current address and contact information (phone number, e-mail address) so that you can be contacted at any time
- ✘ do not run away from the place where the authorities told you to stay
- ✔ follow the laws of this country, which the staff and your representative will explain to you.

➤ WHAT HAPPENS IF YOU DO NOT COMPLY WITH YOUR OBLIGATIONS?



If this happens, you can speak openly to your representative or the staff and explain your situation and the reasons you had.

The authorities will evaluate your situation and will inform you and your representative if they decide to take some measures.

The authorities might decide that:

- **you may receive less support**, for example, if you run away from the place where the authorities told you to stay or if you do not cooperate with the authorities.
- **you may lose some of the support you are receiving**, if you behave violently or if you break the rules of the place where you are staying in a repeated or serious way. The police may also be called.



You are now in Latvia, which is an EU+ country.

The EU+ countries are:



27 Member States of the European Union (EU): Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Republic of Ireland, Romania, Slovakia, Slovenia, Spain, Sweden and



4 other countries: Iceland, Liechtenstein, Norway and Switzerland.



RULES FOR APPLYING FOR ASYLUM AND TRAVELLING TO EU+ COUNTRIES



Your representative **and the staff will explain these important rules to you. You can ask them questions at any time.**



You must stay in Latvia and not run away to one of the other EU+ countries.



If you have family members in one of these countries, the authorities will inform you about your rights on family reunification. Do not just run away.



If you run away, there will be negative consequences, that are explained in the brochure. For example, you will receive less reception support in the other country.



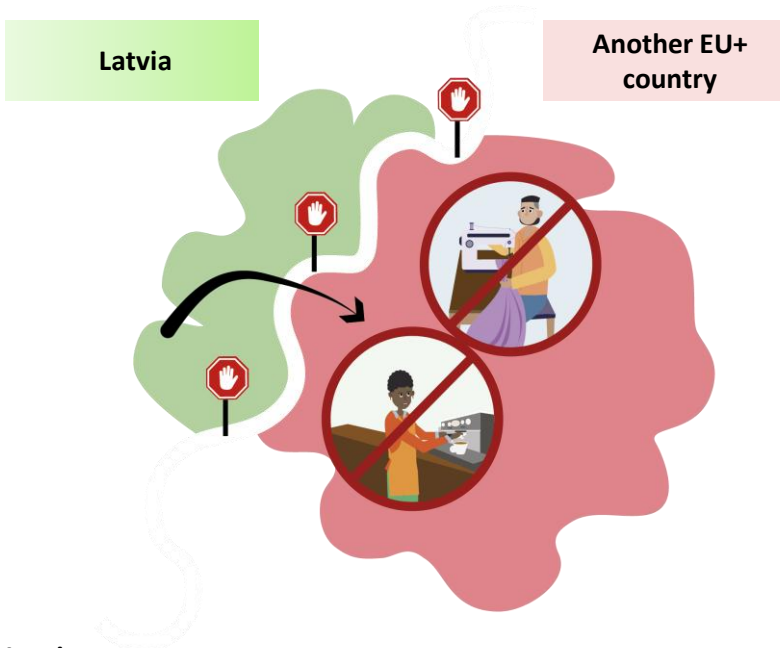
Remember, you must register your asylum application in the EU+ country where you first arrived, unless the authorities informed you otherwise.



Only one of these countries is responsible to examine your asylum application. The authorities in Latvia will tell you which country is responsible for this.

You will learn about these procedures in separate brochures.

▶ WHAT HAPPENS IF YOU RUN AWAY TO ONE OF THE EU+ COUNTRIES?



In Latvia:

- your asylum procedure may be stopped.

In the other EU+ country:

- the authorities may decide to send you back to the EU+ country that you left.

From the moment the authorities inform you about the decision to send you back, you will not have access to certain rights, for example:

- you will not receive some types of support and
- you will not be allowed to work.

➤ WHO CAN HELP YOU IF YOU DON'T AGREE WITH A DECISION MADE BY AUTHORITIES?

You can talk to your representative and ask any questions.

Together with your representative you can ask for help from a legal adviser.

A legal adviser is a person who knows the rules in this country and can study your situation and assist you.



The staff will also inform you about non-governmental organisations who may also provide you with information and assistance.



You can contact the United Nations Refugee Agency (UNHCR) anytime. UNHCR protects people who were forced to leave their country.

➤ WHAT HAPPENS IF SOME SUPPORT CHANGES?

If the authorities decide to limit or cancel some types of support because of the situation as explained on page 15, you will still be able to:



- go to school



- see a doctor or a nurse and receive medical assistance



- receive help based on your personal situation and needs, meaning a place to sleep in a place specified by the authorities and get some support.

When the authorities decide to cancel the reception support provided to you because you ran away and moved to another EU+ country, the type of support you will still receive will depend on your personal situation and needs. You will still be able to go to school.

CONTACT DETAILS

If you have any questions or you need support during your stay, you can talk to staff working in:

the reception authorities

State Border Guard

Address: Rūdolfa iela 5, Rīga, Latvia

phone: [+371 67913300](tel:+37167913300)

e-mail: pasts@rs.gov.lv

<https://www.rs.gov.lv/>

Office of Citizenship and Migration Affairs

Address: Čiekurkalna 1. līnija 1, k-3, Rīga, Latvia

phone: [+371 67209400](tel:+37167209400)

e-mail: pasts@pmlp.gov.lv

<https://www.pmlp.gov.lv/>

You can also contact these organizations, for questions related to:

medical support



National Health Service

Address: Cēsu iela 31 k-3, 6. ieeja, Rīga, Latvia

phone: [+371 80001234](tel:+37180001234)

e-mail: nvd@vmnvd.gov.lv

<https://www.vmnvd.gov.lv>

psychosocial support



Child and Teenagers Hotline 116111

Psychological assistance to children and teenagers, as well as support in crisis situations.

child protection



Child Protection Center

Address: Ventspils iela 53, Rīga, Latvia

phone.: [+371 67359128](tel:+37167359128)

e-mail: pasts@bac.gov.lv

<https://www.bac.gov.lv>

Child and Teenagers Hotline 116111

Psychological assistance to children and teenagers, as well as support in crisis situations.

helpline for children in danger



If you feel neglected or in danger, you can call the toll-free number 112.

If your brother, sister or a friend has gone missing, you can call the Hotline 116 000 – Missing Children Europe

legal counselling, assistance and representation



Court Administration

Address: Antonijas iela 6, Rīga, Latvia

phone: +371 67063800

e-mail: pasts@ta.gov.lv

<https://www.ta.gov.lv/>

the United Nations Refugee Agency (UNHCR)

protects the interests and rights of asylum seekers and refugees



Address: Antonijas iela 9, Rīga, Latvia

phone: +46 10 101 28 00

e-mail: swest@unhcr.org

<https://www.unhcr.org/>

<p>Social Integration Fund One-stop Shop</p>	<p>One-stop Shop customer centre addresses: Raiņa bulvāris 15, Rīga, Latvia, phone: <u>+371 26959706</u> Rožu iela 6, Liepāja, Latvia, phone: <u>+371 22811020</u> Ģimnāzijas iela 11, Daugavpils, Latvia, phone: <u>+371 29557630</u> https://livelatvia.lv/</p>
<p>Latvian Centre for Human Rights</p>	<p>Address: Alberta iela 13, Rīga, Latvia phone: <u>+371 67039290</u> e-mail: office@humanrights.org.lv https://cilvektiesibas.org.lv/</p>

If you have a medical emergency and you are in danger, contact the staff. They will help you.

If you are outside the place where you are staying and you have an accident or you are in danger, you can call this toll-free emergency number:



medical emergency and police: 112

If you do not have a phone, you can ask someone to call the emergency number for you.



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