

Republic of Latvia  
Cabinet  
Regulation No. 661  
Adopted 24 November 2015

## **Construction Regulations in Respect of Structures Related to Radiation Safety**

*Issued pursuant to  
Section 5, Paragraph one, Clause 2 and  
Paragraph two, Clause 8 of the Construction Law*

### **1. General Provisions**

1. This Regulation prescribes:

- 1.1. the construction process procedures, the institutions involved in the construction process and the responsible construction specialists in respect of a structure or a part thereof (an ionising radiation object of national significance) (hereinafter – the Structure);
- 1.2. the documents required for the construction process and their content;
- 1.3. the conditions to be included in the construction permit;
- 1.4. the cases when the public shall be informed regarding the construction intention, and the procedures for such informing;
- 1.5. the procedures for co-ordinating deviations;
- 1.6. the scope of expert-examination of a building design;
- 1.7. the institution responsible for the control and rule of law of the construction process;
- 1.8. the procedures for the preservation of a structure;
- 1.9. the procedures for conducting a survey of the placement of a structure and the procedures for accepting a structure for service;
- 1.10. the time periods of warranty for construction works after a structure has been accepted for service.

2. The Regulation shall apply to the construction of a structure to which the environmental impact assessment procedure is applied in accordance with Section 4, Paragraph one, Clause 1 of the Law On Environmental Impact Assessment.

3. The State Environmental Service (hereinafter – the Service), while performing the functions of a building authority laid down in Section 12, Paragraph three, Clauses 1, 3, 4, 5, 5.<sup>2</sup>, 6, 9 and 10 of the Construction Law, shall be responsible for the control and rule of law of the construction process (except for the control of the construction works and accepting of a structure for service), whereas the State Construction Control Office (hereinafter – the Office) shall be responsible for the control of construction works and accepting of a structure for service.

4. The documentation of the construction conception shall be drawn up by a construction merchant that is registered in the Construction Merchant Register and that may offer the relevant service in the field of designing.

5. In order to perform the construction work, a construction merchant shall obtain a licence for activities with sources of ionising radiation in accordance with the laws and regulations in the field of radiation safety and nuclear safety.

## **2. Documentation of the Construction Intention and Development Thereof**

6. The initiator of construction work shall make an arrangement with the developer of the building design regarding the drawing up of the documentation necessary for the construction intention and enter into a relevant agreement.

7. Preparation work for building design shall be carried out prior to drawing up of the documentation of the construction conception. The agreement on the drawing up of the documentation of the construction intention shall provide the party which agrees to perform the abovementioned.

8. A design task shall be appended to the agreement on the drawing up of the documentation of the construction intention, which shall be an integral part of the agreement. The design task shall be drawn up and signed by the initiator of construction and the developer of the building design.

9. The design task shall specify the characteristics of the structure to be designed or the changes to be made thereto, including requirements for use, as well as for the spatial planning and designing of engineering networks. If necessary, specific conditions shall be indicated (for example, the preferred building construction or building materials, technology, level of detail). If the structure is to be demolished, the design task shall indicate the requirements for the demolition.

10. If the construction intention provides for a phased-out putting into service of the object, the design task shall specify the scope to be included in each stage.

11. The documentation of the construction intention shall be drawn up in accordance with the laws and regulations governing construction and development planning documents of the relevant local government, while following the construction principles laid down in the Construction Law, the requirements of the laws and regulations governing radiation safety and nuclear safety.

12. If the documentation of construction conception is drawn up in a paper form, it shall be made in four original copies, and the Service, the Office, the initiator of construction and the developer of building design shall keep one copy each. If the documentation of construction intention is drawn up as an electronic document, it shall be submitted in one copy.

13. When any type of construction is being initiated, the following shall be appended to the Submission of Construction Intention (Annex 1):

13.1. a power of attorney issued by the initiator of construction, if the submission is submitted by an authorised person;

13.2. a building design developed in minimum composition for the relevant type of construction;

13.3. technical or special regulations, if received prior to submitting the documentation of the construction intention;

13.4. other documents, permits or co-ordinations, if laid down in laws and regulations.

14. The co-ordination with a person shall appear on the general plan of the area under design, comprising the placement of the structures, landscaping elements and engineering networks to the plot of land (hereinafter – general plan of the building design), or as a separate agreement so as explicit agreement to the construction intention by the person is arising therefrom.

15. A building design in minimum composition for the construction of a new structure shall include:

- 15.1. an explanatory description of the planned construction intention;
- 15.2. a general plan of the building design in a visually perceptible scale (M 1:250; M 1:500 or M 1:1000) on a valid topographic plan;
- 15.3. layout of the storeys and roof with the legend of premises or groups of premises and the type of use of groups of premises in accordance with the classification of structures;
- 15.4. technical drawings of the façades of the structure with height markings;
- 15.5. technical drawings of the characteristic sectional views with height markings;
- 15.6. technical drawings by indicating the borders of construction stages and sequence thereof, if a phased-out construction or putting into service is intended;
- 15.7. the landscaping solutions plan, if landscaping is intended;
- 15.8. other documents in accordance with the provisions laid down in the local government special plan or local plan;
- 15.9. information regarding application of particular normative regulation of a European Union Member State, where development of the building design is intended by applying the technical requirements of national standards and construction standards of the European Union Member States.

16. A building design in minimum composition for the placing of a structure shall include:

- 16.1. an explanatory description of the planned construction intention;
- 16.2. a general plan of the building design in a visually perceptible scale (M 1:250; M 1:500 or M 1:1000) on a valid topographic plan;
- 16.3. in respect of pre-manufactured construction products, the manufacturer's technical documentation and graphical documents with the layout of façade and storeys, with the legend of premises or groups of premises and the type of use of groups of premises in accordance with the classification of structures;
- 16.4. technical drawings by indicating the borders of construction stages and sequence thereof, if a phased-out construction or putting into service is intended;
- 16.5. the landscaping solutions plan, if landscaping is intended;
- 16.6. other documents in accordance with the provisions laid down in the local government spatial plan or local plan;
- 16.7. information regarding application of particular normative regulation of a European Union Member State, where development of the building design is intended by applying the technical requirements of national standards and construction standards of the European Union Member States.

17. A building design in minimum composition for the renewal of a structure shall include:

- 17.1. an explanatory description about the intended changes, including description regarding the radiation safety and nuclear safety requirements and radioactive waste management;
- 17.2. graphical documents demonstrating the intended changes in and/or improvements to the structure, as well as to the façade of the structure and storeys of the structure or parts thereof and premises, if the renewal is intended in a building.

18. A building design in minimum composition for rebuilding shall include:
- 18.1. an explanatory description regarding the intended changes, including description regarding the radiation safety and nuclear safety requirements and radioactive waste management;
  - 18.2. a general plan of the building design in a visually perceptible scale (M 1:250; M 1:500 or M 1:1000) on a valid topographic plan, when changing the dimensions of a structure;
  - 18.3. graphical documents demonstrating the intended changes in the structure;
  - 18.4. technical drawings of the characteristic sectional views with height markings.
19. A building design in minimum composition for the preservation of a structure shall include:
- 19.1. an explanatory description regarding the preservation;
  - 19.2. a list of the requisite preservation works;
  - 19.3. design solutions for the prevention of losses of structural solidity and further deterioration of the elements of the structure;
  - 19.4. solutions for preventing hazards to human life and health or the environment;
  - 19.5. other documents characterising the structure.
20. A building design in minimum composition for the demolition of a structure shall include:
- 20.1. an explanatory description regarding the construction intention, including description regarding the radiation safety and nuclear safety requirements and radioactive waste management;
  - 20.2. a general plan of the building design in appropriate visually perceptible scale (M 1:250; M 1:500 or M 1:1000) on a valid topographic plan, indicating the structure and engineering networks subject to demolition.
21. A building design in minimum composition shall be supplemented with an explanatory description, specifying the following information:
- 21.1. the description of the construction intention and the intended type of construction;
  - 21.2. the intended scope of the construction works and implementation method;
  - 21.3. the borders of construction stages and sequence thereof, if a phased-out putting into service is intended;
  - 21.4. engineering networks subject to demolition, if this type of construction works is intended;
  - 21.5. the volume and type of expected construction waste (including radioactive waste);
  - 21.6. the intended solutions for the accessibility of the environment, if access shall be ensured;
  - 21.7. the intended modifications to cultural monuments enjoying protection and their cultural and historical environment, if the construction conception is intended to be implemented in the protection zone of a cultural monument.

### **3. Reviewing of the Construction Intention and Issuing of the Construction Permit**

22. The Service shall, within the time period laid down in Section 12, Paragraph four, Clause 1 of the Construction Law, evaluate the submission for the construction intention and the documents indicated in this Regulation, and shall adopt a decision to issue a construction permit (Annex 2) or to refuse to issue a construction permit.

23. A construction permit shall include:

23.1. designing conditions, by including:

23.1.1. the parts of the building design to be submitted and other requirements related to the level of detail of the building design in accordance with the building regulations of the local government;

23.1.2. a requirement to co-ordinate the solutions of the building design with the owner of the structure or its legal possessor, if such right is stipulated in a contract;

23.1.3. the need to receive technical or special regulations from the State and local government authorities;

23.1.4. the need to receive technical regulations for the connection (disconnection) of engineering networks and their crossings;

23.1.5. the requirements for accessibility of the environment, if accessibility of the environment shall be ensured;

23.1.6. other documents, licences, permits or co-ordinations required in other cases laid down in laws and regulations;

23.1.7. other requirements, including requirements for the construction products or their equivalents used for finishing the façade in conformity with spatial plan, local plan or detailed plan (if any has been developed);

23.2. conditions for commencement of construction works, by including requirements in respect of:

23.2.1. documents to be submitted to the responsible building specialists (statement of duties, an author's supervision agreement);

23.2.2. documents to be submitted for registration which are necessary for recording the process of construction works (construction work log-book, author's supervision journal, plan of construction supervision);

23.2.3. documents for mandatory civil liability insurance policy of the performer of construction works and professional civil liability insurance of responsible construction specialists (copies of the insurance policy);

23.2.4. other documents if it is laid down in laws and regulations;

23.3. time periods for fulfilment of the conditions of the construction permit.

24. The conditions shall be included in the construction permit in conformity with the construction intention. If preservation of the structure is intended, the Service may not set any conditions for designing. Conditions included in the construction permit for the commencement of construction works shall be fulfilled within four years from the date of making a note on the construction permit regarding fulfilment of the designing conditions.

#### **4. Information to the Public**

25. The commissioning party has a duty to inform the public regarding the received construction permit for new construction or rebuilding within the time period laid down in Section 14, Paragraph seven of the Construction Law, by placing a construction board (in a format no smaller than A1, made of material resistant to environmental impact) on the plot of land on which the construction of the structure is permitted.

26. The construction board shall be placed for a time period no shorter than that for contesting the construction permit.

27. In towns and villages the construction board shall face a public area, while outside towns and villages it shall face a motorway. The following information shall be indicated on the construction board:

27.1. a construction intention (a type of construction and address);

- 27.2. a commissioning party (given name and surname of a natural person or name, address, registration No. of a legal person);
- 27.3. a developer of the building design (name, address, registration No. of a legal person);
- 27.4. the layout of the construction intention with the placement of the structure;
- 27.5. information regarding the date of coming into effect of the construction permit, the date of taking the decision and its number.

## **5. Designing**

### **5.1. Development of Building Design and Composition Thereof**

28. After obtaining a construction permit the commissioning party shall organise performance of the designing conditions of the construction permit. The necessary technical or special regulations shall be requested from the relevant institutions, unless they have been received when developing a building design in minimum composition.
29. The building design shall be developed in the scope as laid down in this Regulation and necessary for the implementation of the construction intention, and as it is indicated in the construction permit.
30. A building design may be developed by applying the technical requirements of national standards and construction standards of the European Union Member States, provided this has been co-ordinated with the Service. It is not permissible to simultaneously apply national standards or construction standards of several European Union Member States while designing one construction element or one engineering system in the building design of one object.
31. The manager of the building design shall certify with a signature on the front page of the building design and general plan of the building design where also the key characterising indicators of the object are displayed, that all required parts have been included and developed in the building design in conformity with the conditions included in the construction permit (Annex 3).
32. The manager of a part of the building design shall certify with a signature on the main technical drawing sheet (sheet of general parameters) of the part of the building design that the solutions of the part of the building design conform to the requirements of the construction standards of Latvia and other laws and regulations, and also technical or special regulations (Annex 3).
33. If a building design is developed by applying the technical requirements of national standards and construction standards of other European Union Member States, the manager of a part of the building design shall certify with a signature on the main technical drawing sheet (sheet of general parameters) that solutions of the part of the building design conforms to the requirements of the construction standards and other laws and regulations of Latvia, national standards and construction standards of the European Union Member States, and also technical or special regulations (Annex 3).
34. The sheets of the general parameters of all parts of the building design shall be signed by the manager of the building design.

35. The technical development engineer of an individual part of a building design, technical drawings and text shall sign each sheet of the technical drawings or the text part. If the developer does not have the relevant certificate, the sheets of technical drawings shall also be signed by a manager of a part of building design or the manager of building design who has verified them.

36. A building design (except a building design for demolition of a structure) shall have the following parts:

36.1. a general part:

36.1.1. documents required for the commencement of the building design;

36.1.2. engineering exploration documents for the plot of land;

36.1.3. an explanatory description where general information is indicated regarding technical indicators of the structure and principal type of use thereof in conformity with the classification of structures (by indicating a four-digit code of classification), and also general information is provided regarding solutions in respect of environmental accessibility;

36.1.4. technical or special regulations;

36.1.5. licences, permits and co-ordinations;

36.1.6. a sheet of general parameters;

36.1.7. a technical drawing sheet of the building design general plan in appropriate visually perceptible scale (M 1:250; M 1:500; M 1:1000) on the topographic plan, if new construction, placing or rebuilding is intended, when changing the dimension of a structure;

36.1.8. a combined plan of engineering networks to be designed in appropriate visually perceptible scale (M 1:250; M 1:500; M 1:1000) on the topographic plan, if the construction of engineering networks or changes thereto are intended;

36.2. an architectural part:

36.2.1. a territorial sub-part:

36.2.1.1. a vertical planning of the territory, if changes are intended in the vertical planning of the territory;

36.2.1.2. a landscaping and greenery plan, if landscaping and greenery are intended;

36.2.2. an architectural sub-part:

36.2.2.1. graphical documents with visual solution of the structure and height markings, if surface part is intended for the structure;

36.2.2.2. a layout of storeys and roof of the structure with dimensions of the structure and the premises and legend of the types of use of groups of premises, to be appended to the layout of the relevant storey;

36.2.2.3. façades of the structure with height markings;

36.2.2.4. characteristic sectional views with height markings;

36.2.2.5. specifications of construction products and construction materials;

36.3. an engineering solutions part:

36.3.1. building constructions;

36.3.2. requisite engineering networks (water supply and sewerage; heating, ventilation and air conditioning; electricity supply; heat supply; gas supply; electronic communication networks) and solutions thereof (connection schemes, specifications, sectional views);

36.3.3. technical schemes and calculations. While performing a rebuilding, if also a source of ionising radiation is being liquidated, a detailed plan for the liquidation of the object shall be appended as well;

36.3.4. specifications for construction products and construction materials;

- 36.3.5. drawings and description of installation and fixing of construction products;
- 36.3.6. measures towards environmental protection and radiation safety and nuclear safety (including environmental radiation monitoring activities);
- 36.3.7. other engineering solutions;
- 36.4. an organisational design plan;
- 36.5. an overview of fire safety measures:
  - 36.5.1. a description which includes the characteristics of fire safety of the structure;
  - 36.5.2. fire safety solutions of the general plan (the placement of structures, construction of external engineering networks, provision of fire fighting and rescue operations);
  - 36.5.3. fire safety requirements for building constructions and solutions (for example, evaluation of fire hazard risks and description of fire-risk zone, fire resistance ratings of structures, requirements for load-bearing and delimiting building structures, fire-resistance limits thereof and reaction to fire classes, requirements for finishing of building structures, fire-load density, smoke protection solutions, requirements against spread of fire and smoke in case of fire, special fire safety measures taking into account peculiarities of structures);
  - 36.5.4. provision of evacuation;
  - 36.5.5. protection against explosions, if a structure is intended for transport, manufacture, treatment or obtaining of an explosive substance;
  - 36.5.6. fire protection systems (fire detection and alerting system, fixed fire-fighting system, fire alarm system, smoke and heat control systems);
  - 36.5.7. fire safety solutions of the engineering systems;
  - 36.5.8. ensuring of uninterrupted power supply for fire protection systems;
  - 36.5.9. special fire safety measures during use;
- 36.6. a technological part:
  - 36.6.1. technological schemes for production processes;
  - 36.6.2. layout, schemes and descriptions of equipment;
  - 36.6.3. technical regulations or descriptions of the production processes;
- 36.7. an economic part:
  - 36.7.1. a summary of equipment, constructions and materials;
  - 36.7.2. a scope of construction works;
  - 36.7.3. a calculation of costs (cost estimate).

37. A building design for demolition of the structure shall have the following parts:

- 37.1. a general part:
  - 37.1.1. documents required for the commencement of building design works;
  - 37.1.2. engineering exploration documents for the plot of land in the cases laid down in general construction regulations;
  - 37.1.3. an explanatory description where information is indicated regarding the demolition method for the structure, engineering networks to be dismantled, management of the waste generated during construction, its volume and place of recycling or disposal;
  - 37.1.4. technical or special regulations;
  - 37.1.5. permits and co-ordinations;
  - 37.1.6. a sheet of general parameters;
  - 37.1.7. a territorial part:
    - 37.1.7.1. a general plan of the building design in appropriate visually perceptible scale (M 1:250; M 1:500; M 1:1000) on the topographical plan;

- 37.1.7.2. a combined plan of engineering networks to be dismantled in appropriate visually perceptible scale (M 1:250; M 1:500; M 1:1000) on the topographic plan;
  - 37.1.7.3. a vertical planning of the territory;
  - 37.1.7.4. a landscaping and greenery plan, if landscaping is intended;
- 37.2. an organisational design plan.

## **5.2. Contents of the Organisational Design Plan**

38. An organisational design plan shall be developed for the entire scope of the construction works (building design). The organisational design plan shall include the following components:

- 38.1. an explanatory description;
- 38.2. a general plan for the construction works;
- 38.3. a labour protection plan, including radiation safety and nuclear safety requirements;
- 38.4. a calendar plan for the construction works, if requested by the commissioning party.

39. The explanatory description shall characterise the general and specific conditions of construction, any possible difficulties and peculiarities, and also indicate justification for the total duration of the construction works, and the most important environmental protection measures and recommendations for the provision and organisation of quality control on a construction site.

40. The general plan for the construction works shall be developed for the separate stages of the construction. Structures to be newly erected, existing and to be demolished, temporary structures, permanent and temporary roads, the location and movement routes of construction machines (including erecting cranes), the securing sites for benchmarks and reference axes and engineering networks (engineering networks for electricity, water, heating and other resources) shall be marked in it, specifying the permanent and temporary connection points, and also the unloading areas for any materials and construction elements.

41. In developing the organisational design plan for the rebuilding or renewal of structures currently in operation, to be performed without interrupting the performance of their basic functions, an organisational design plan shall additionally specify:

- 41.1. the kinds of work and the sequence in which they shall be performed without interrupting the performance of the basic functions of the structure, and the kinds of work, the sequence and the time periods in which they shall be performed during scheduled breaks of performance of the basic functions;
- 41.2. the structures the functioning of which is temporarily or permanently interrupted - in general plans for construction works;
- 41.3. measures which will potentially ensure uninterrupted performance of the basic functions of the structure and performance of construction works - in the explanatory description;
- 41.4. whether it is acceptable to use the structure during construction works, the conditions for use and calculations for the permissible weight of construction materials and load of the assembly on load-bearing constructions.

## **5.3. Deviations from Technical Requirements in Building Design and Co-ordination Thereof**

42. If any of the requirements of the technical and special regulations cannot be satisfied, the technical solutions of a building design shall be co-ordinated with the authorities, which have laid down the respective requirements. Deviations from the technical or special regulations shall be co-ordinated in a timely manner in the course of design work. A notation regarding co-ordination shall be made on the general plan of the building design, or technical or special regulations shall be amended accordingly.

43. If technical requirements of the laws and regulations governing construction cannot be met, it is allowed to co-ordinate them with the relevant State and local government institutions in the cases laid down in Section 9, Paragraph three of the Construction Law. Co-ordination shall be made within the time period provided for in the construction permit for the fulfilment of the designing conditions. A notation regarding co-ordination shall be made on the general plan of the building design.

#### **5.4. Expert-examination of a Building Design**

44. Expert-examination of a building design (except for demolition building design) shall be performed for:

- 44.1. an engineering solutions part;
- 44.2. an organisational design plan;
- 44.3 economic part, evaluating the economic justification of the choice of materials according to the design task, and also adequacy of the work items included in the costs;
- 44.4. overview of fire safety measures, and also fire safety solutions for other parts of the building design.

45. If disputes are to be resolved regarding conformity of the building design with the laws and regulations and requirements laid down in technical or special regulations, an expert-examination of the building design shall be carried out for those parts or sub-parts of the building design that are the topic of the dispute between participants to the construction.

46. The commissioning party shall append the opinion of the expert-examination of the building design to the documentation of the building design.

#### **5.5. Co-ordination and Review of Building Design**

47. The developed building design shall be co-ordinated by the commissioning party and other persons in conformity with the designing conditions.

48. The original of the developed building design in four copies, and, where necessary, also an opinion of the expert-examination, shall be submitted to the Service within the time period laid down in the construction permit for the fulfilment of the designing conditions. The Service, the Office, the initiator of construction and the developer of the building design shall keep one copy of the building design each. If the building design is developed as an electronic document, it shall be submitted in one copy.

49. The Service shall evaluate the conformity of the developed building design with the conditions of designing included in the construction permit and the laws and regulations.

50. If all designing conditions have been met, the Service shall, within the time period laid down in Section 12, Paragraph five of the Construction Law, make a notation in the construction permit regarding fulfilment of the designing conditions.

51. If the Service detects that all designing conditions have not been met or all the required co-ordinations or permits have not been obtained, it shall assign the commissioning party to revise the building design or obtain the lacking co-ordinations or permits.

52. After the detected deficiencies have been rectified, the commissioning party shall repeatedly submit the building design to the Service for evaluation within the time period laid down in the construction permit for the satisfaction of the designing conditions in accordance with Paragraph 48 of this Regulation.

53. After fulfilment of the conditions included in the construction permit the commissioning party shall submit the documents necessary for commencement of construction works to the Service.

## **6. Construction Works**

### **6.1. Fulfilment of Conditions for Commencement of Construction Works of Construction Permit and Time Period for Performance of Construction Works**

54. If conditions for commencement of construction works included in a construction permit have been fulfilled and the commissioning party has submitted all the documents indicated in the construction permit, the Service shall, within the time period laid down in Section 12, Paragraph five of the Construction Law:

54.1. indicate the duration of performance of construction works requested by the commissioning party in the construction permit, however no longer than the time period of mandatory civil liability insurance of the performer of construction works, except the case when the insurance contract of the performer of construction works is entered into for one year regarding all its construction objects to be carried out;

54.2. specify the maximum time period for performance of construction works in the construction permit in accordance with the time period laid down in general construction regulations up to which the construction permit (construction works) may be extended, and up to which the structure shall be put into service;

54.3. append annex to the construction permit (Annex 4) where the performer of construction works and invited construction specialists are indicated.

55. During construction works, the performer of construction works or invited construction specialists may be replaced, provided that the Service has been notified thereof and a copy of mandatory civil liability insurance policy of the new performer of construction works or a statement of duties of the new construction specialist and a copy of professional civil liability insurance policy are submitted. The new performer of construction works or new invited construction specialist is entitled to commence performance of duties on the construction site starting from the date of issue of the new annex to the construction permit (Annex 4).

56. The Service may extend the maximum duration of performance of construction works after the conditions referred to in Paragraph 57 of this Regulation have been fulfilled.

57. If the structure has not been put into service within the laid down time period and actual or legal conditions have changed on the basis of which the construction was commenced, the commissioning party shall perform an initial environmental impact assessment in accordance with the procedures laid down in the Law on Environmental Impact Assessment. If actual or legal conditions have changed, the Service may take a decision to demolish a structure non-conforming to the spatial plan of a local government.

58. If in accordance with Paragraph 57 of this Regulation the construction intention is evaluated repeatedly, the construction permit (performance of construction works) shall be extended for a time period laid down by the Service, however no longer than for three years, if an updated cadastral survey file of the structure (for a structure for which cadastral survey is provided for in the laws and regulations) is presented to the Service, and execution measurement plan for the placement of the structure, and also a copy of mandatory civil liability insurance policy of the relevant performer of construction works have been submitted. If the structure has not been put into service within the abovementioned time period and actual or legal conditions have changed on the basis of which the construction was commenced, the Service may take a decision to demolish a structure non-conforming to the spatial plan of a local government.

## **6.2. Preparation of Construction Works**

59. Construction works shall be prepared and performed by the performer of the construction works.

60. Mutual obligations of the commissioning party and performer of construction works shall be determined by the contract on construction works which is made in accordance with this Regulation, construction standards of Latvia and other laws and regulations, and which also deals with the preparation of construction works.

61. The commissioning party shall obtain permits related to performance of construction works, and before commencement of construction work:

61.1. shall issue to a performer of construction works a copy of the construction permit with a notation regarding fulfilment of the conditions for the commencement of construction works and the building design;

61.2. if construction works are carried out by more than one performer of construction works, one or several labour protection co-ordinators shall be appointed in accordance with laws and regulations governing labour protection.

62. The performer of construction works shall employ one or several labour protection specialists or attract a competent specialist or institution in conformity with the laws and regulations in the field of labour protection.

63. If the performer of construction works has entered into construction work contracts with performers of separate construction works, it shall issue a copy of the construction permit to each performer of separate construction works.

64. The necessary organisational measures, and also any work both on and off the construction site in order to ensure a successful course of the construction works and a co-ordinated action of all of the persons participating in the construction works, shall be performed as a part of the process of the preparation of construction works.

65. The performer of construction works, after having received the building design, shall make sure as to whether more detailed additional technical drawings would be required. If a performer of construction works has not requested more detailed technical drawings or has not developed them itself, the performer of construction works shall be liable for any possible consequences. Detailed technical drawings may be also developed in the course of the construction works and shall be co-ordinated with the developer of the building design and the commissioning party.

66. The commissioning party shall submit a deed on the determined main building axes to the Office within seven days starting from the day of signing the deed. When the main building axes have been determined but the construction works have not yet been commenced, the principal performer of building works shall take the necessary measures to protect the construction conception territory against adverse natural and geological phenomena (for example, flooding, landslides), indicated in the work performance design referred to in Paragraph 70 of this Regulation.

67. Prior to the commencement of construction works under the conditions of the existing built-up area, the principal performer of construction works shall mark and delimit any dangerous zones, determine the axes of any existing underground engineering networks and other structures or mark the borders thereof, and also ensure that vehicles and pedestrians can move safely and access the existing buildings and objects of the infrastructure. The abovementioned measures in the work performance design shall be co-ordinated with the owners of the engineering networks and buildings concerned.

### **6.3. Documentation of the Performance of Construction Works**

68. If during construction works any solutions become necessary that are different from those intended in the building design, implementation thereof shall be permissible after making changes in the building design in the cases and in accordance with the procedures laid down in the Construction Law and general construction regulations.

69. Construction works shall be organised and performed in accordance with the building design and organisational design plan of the works contained therein, and also with a work performance design.

70. A work performance design, on the basis of the building design, shall be developed by the performer of construction works (principal performer of construction works), but for separate and special types of works - by performers of separate construction works. The work performance design components shall be determined in accordance with the laws and regulations regarding work performance design, and the level of detail of the design shall be determined by the developer thereof, depending on the nature and scope of works to be done.

71. Depending on the scope of the construction works and the scheduled duration of the construction works, a work performance design shall be developed for the structure as a whole or for an individual cycle thereof (for example, for an underground cycle, surface cycle, construction work preparatory cycle, sector, span, or storey of the structure).

72. While drawing up a work performance design for an existing structure, the requirements of the owner of the structure or, if none, of the legal possessor and the situation in the object shall be taken into consideration.

73. If a work performance design is developed by a performer of separate construction works, the abovementioned design shall be co-ordinated with the principal performer of construction works. On the basis of authorisation issued by the manager of the construction merchant, the work performance design shall be approved by a construction specialist of the performer of separate construction works. A work performance design plan for preservation, renewal or rebuilding works shall also be co-ordinated with the developer of the building design and the commissioning party.

74. A work performance design shall be submitted to the responsible construction work manager before the commencement of any construction works intended in the building design.

75. A work performance design shall be made available to construction specialists working on the construction site and controlling institutions.

76. Construction work manager shall make entries in the construction work log-book every working day, in order to describe the actual situation on the construction site. Objections or instructions expressed by a construction supervisor and author's supervisor in the construction work log-book shall be regarded as fulfilled, if a construction supervisor or author's supervisor has made a relevant notation in the construction work log-book. The construction work managers of performers of separate construction works shall make entries in the construction work log-book regarding the works performed by them.

#### **6.4. Performance of Construction Works and Quality Control**

77. A responsible construction work manager of the performer of construction works (principal performer of construction works) shall be responsible for the labour protection on the construction site in accordance with its competence, but regarding separate types of works - construction work managers of performers of separate construction works. The construction work managers shall follow the instructions of the labour protection co-ordinator.

78. The movement of vehicles and self-propelled mechanisms on a construction site shall be organised in accordance with the work performance design, construction standards and road traffic rules.

79. The performer of construction works shall be responsible for the quality of construction works.

80. Each performer of construction works shall develop a quality control system for construction works in conformity with the profile, type and scope of the works to be performed. Quality control for construction works shall include:

80.1. initial inspection of the documentation for the performance of the construction works, any supplied materials, products and construction elements, equipment, mechanisms and similar devices;

80.2. technological control of any individual work operations or work processes;

80.3. final control of the completed type of work (to be delivered) or the completed cycle of construction works (construction element).

81. The works the control of which is impossible after full completion of construction works shall be accepted immediately after completion thereof, by drawing up a deed on acceptance of concealed works.

82. Completed critical construction elements and concealed works, and also built engineering and technical systems (external and internal fire fighting water supply system, automatic and non-automatic fire protection system) that are critical for fire safety shall be put into service with a deed on acceptance (Annexes 5, 6 and 7).

83. Continuation of construction works is not permissible if the commissioning party or construction supervisor (if construction supervision is carried out) and representatives of performers of construction works have not drawn up and signed a deed on acceptance of concealed works at the place of performance of the works. If a construction supervisor or

author's supervisor detects any non-conformity of the performed work with building design or technology requirements of construction work, further work shall be discontinued, by making the relevant entry in the construction work log-book or author's supervision journal, and indicating the time period for performance. Work shall be continued after all persons have signed the relevant deed on acceptance of concealed work.

84. If in the course of the construction works an interruption occurs during which damage to the concealed works accepted by a deed is possible, a repeated quality inspection of any previously performed concealed work shall be carried out and a relevant deed shall be drawn up prior to the resumption of construction works.

85. The commissioning party shall invite a construction supervisor to carry out quality control for construction works in the cases laid down in the general construction regulations.

86. The commissioning party shall invite the developer of building design to carry out author's supervision in the cases laid down in the general construction regulations.

87. After the construction of foundations has been completed, the Office may request an execution measurement plan of foundations, if there is reasonable doubt that the object is being constructed by exceeding the distance co-ordinated in the construction intention documentation, and also in the case of a dispute.

### **6.5. Conditions for Environmental Protection**

88. Construction works shall be organised and performed in a manner so that there is as little environmental damage as possible. Construction works in restricted sanitary and safety zones for the protection of environmental and natural resources shall be organised and performed in compliance with the restrictions and requirements laid down in the legal acts. The consumption of natural resources shall be economically and socially justified.

89. When performing preservation, renovation, rebuilding or demolition of a structure, where possible, recycling and recovery of waste generated during construction shall be performed. Any waste generated as a result of construction that can be classified as hazardous waste shall be managed in accordance with laws and regulations governing hazardous waste management, and radioactive waste shall be managed in accordance with laws and regulations in respect of activities with radioactive waste and materials related thereto.

90. Prior to the commencement of earthworks, and also in performing levelling works on a construction site, the useful layer of soil shall be removed and stored intact for further utilisation.

91. If the level of pollution of industrial and domestic waste water exceeds that laid down in the standards, they shall be subject to treatment prior to release in sewerage in accordance with laws and regulations in the field of prevention of pollution.

92. The discharge of water (including treated water) from a construction site in free flow and in unprepared drainage beds is not permitted. An open discharge method and system of collecting ditches for water shall be provided for in the work performance design.

93. Upon reaching a water-bearing horizon in the course of drilling works, measures shall be taken for the prevention of a wasteful release of underground waters and pollution of the water-bearing horizon.

94. The pollution of underground water and open water bodies shall be prevented through soil improvement. The necessary measures shall be provided for in the work performance design.

95. The natural terrain and hydro-geological conditions may be altered in the course of construction works (for example, the filling of quarries, digging of ponds, installation of drainage) if the abovementioned measures are intended in the building design, or if it is determined by a geo-technical inspection (a set of geo-technical works performed in the course of construction in order to ascertain the conformity of a building design to the actual geo-technical data and, where appropriate, to adjust the building design).

#### **6.6. Preservation of a Structure in Case of Interruption or Suspension of Construction Works**

96. Preservation of a structure shall be performed, if due to interruption or suspension of construction works risk to the environment, human life or health, or dangerous damage to structures may be caused.

97. A decision to interrupt construction works may be taken by the commissioning party by notifying the Service and the Office thereof. In the case referred to in Paragraph 96 of this Regulation, before the interruption of construction works the commissioning party shall submit a design for the performance of preservation works of the structure to the Service for co-ordination.

98. A design for the performance of preservation works of the structure shall include:

98.1. a list of the necessary works to be completed;

98.2. solutions for the prevention of losses of structural solidity of building structures and further deterioration of the elements of the structure;

98.3. solutions for preventing hazards to human life and health or the environment;

98.4. a calendar plan for the performance of preservation works on the structure.

99. If an authority other than the Service, within its competence, has suspended construction work, the authority shall immediately notify the Service thereof.

100. The Service shall, within 30 days after receipt of the information referred to in Paragraphs 97 and 99 of this Regulation, carry out a survey of the object (except when the works have been suspended by the Office) and take a decision to permit to interrupt construction works, co-ordinate the design for the performance of preservation works of the structure or, where necessary, take a decision to preserve the structure.

101. If after the survey of the object the necessity for preservation of the structure is detected, whereas the commissioning party has failed to submit the design for the performance of preservation works of the structure to the Service, the Service shall be indicated the following in the decision to preserve the structure:

101.1. the reasons for the preservation of a structure;

101.2. the conditions for the preservation of the structure (including the measures to be taken for the provision of safety, stability and immunity of the constructions of the structure, and also the scope of the design for the performance of preservation works of the structure, where appropriate);

101.3. a time period for the submission of the design for the performance of preservation works of the structure.

102. After having evaluated the compliance of the design for the performance of preservation works of the structure with the requirements of laws and regulations, the Service shall, within 14 days from the receipt of the design, co-ordinate it or take a decision in which the deficiencies detected shall be indicated, and also the time period for rectification of such deficiencies.

103. After performance of the decision referred to in Paragraph 102 of this Regulation the commissioning party shall repeatedly submit the design for the performance of preservation works of the structure to the Service.

104. The requirements for performance of construction works shall be applicable to the preservation work of the structure, including requirements regarding civil liability insurance of the performer of construction work. Civil liability of the performer of construction works shall have insurance coverage for the entire period of performance of preservation works.

105. Construction works shall be regarded interrupted on the day when the Service has taken a decision to suspend construction works or when the commissioning party has completed preservation works of the structure in conformity with the design for the performance of preservation works of the structure co-ordinated with the Service.

106. In the case the commissioning party fails to comply with requirements of this Regulation, the Service is entitled to perform the preservation work of the structure, by alerting the commissioning party thereof in advance. Any costs related to the preservation of the structure shall be at the commissioning party's expense.

107. If after interruption of construction works sometime later the Service detects that the structure may be hazardous to the environment, human life or health, or its constructions are dangerously damaged, the Service shall take a decision to preserve the structure in accordance with the procedures laid down in this Chapter.

108. If after suspension of construction works the Service detects that preservation of the structure is necessary, the Service shall take a decision to preserve the structure in accordance with the procedures laid down in this Chapter.

#### 7. Acceptance for Service and Acceptance of Demolition Work

109. The commissioning party shall initiate acceptance of the structure for service or acceptance of demolition work. Prior the acceptance of the structure for service has been initiated:

109.1. execution measurements shall be performed in respect of engineering structures, external engineering networks, horizontal and vertical placement, by indicating the dimensions of the engineering structure in accordance with the dimension indicators for types of engineering structures, while in the case of renewal or rebuilding, execution measurements shall be performed if the situation in the terrain has changed;

109.2. cadastral survey of the structure shall be performed in accordance with the law or regulation regarding cadastral survey of structures, except in the case when the structure has been demolished or preservation has been carried out.

110. Upon written request of the commissioning party, the institutions that have issued technical regulations, within their competence, shall verify and within 14 days from the receipt of the submission provide an opinion in conformity with competence thereof regarding readiness of the structure for use or demolition of the structure, conformity thereof with the technical regulations and requirements of laws and regulations.

111. Upon written request of the commissioning party and within 14 days from the receipt of the submission, the State Fire-fighting and Rescue Service shall provide an opinion regarding conformity of the building to fire safety requirements, while the Health Inspectorate shall provide an opinion regarding conformity with mandatory hygienic requirements if the structure to be put into service is subject to hygienic requirements in accordance with laws and regulations.

112. When initiating an acceptance for service or acceptance of demolition work of the structure, the commissioning party shall submit the following documents to the Office:

112.1. a certification regarding readiness of the structure for use or demolition of the structure (Annexes 8 and 9);

112.2. documentation regarding the parts of the building design that have been modified, if the relevant changes during the performance of construction works are permissible in accordance with general construction standards;

112.3. an execution measuring plan in respect of the placement of the structure where the terrain and height of structures have been marked, except in the case when the structure has been demolished or preservation carried out;

112.4. a cadastral survey file of the building, prepared in accordance with the law or regulation regarding cadastral survey of structures, except in the case when the building has been demolished or its preservation carried out;

112.5. opinions of the institutions referred to in Paragraphs 110 and 111 of this Regulation;

112.6. deeds on acceptance of critical constructions and concealed work, except in the case when the structure has been demolished;

112.7. a construction work log-book;

112.8. inspection statements and deed on acceptance of technological equipment, special systems and equipment intended in the building design, and also documentation certifying the conformity, except in the case when the structure has been demolished or its preservation carried out;

112.9. documentation certifying the conformity of built-in construction products;

112.10. an author's supervision journal, if author's supervision has been carried out during the performance of construction works in accordance with the procedures laid down in laws and regulations;

112.11. an opinion of the developer of the building design regarding conformity of the performed construction works with the building design, if author's supervision has not been carried out;

112.12. a report of the construction supervisor regarding performance of the construction supervision plan, if during the construction works construction supervision has been carried out in accordance with the procedures laid down in laws and regulations;

112.13. an opinion of a technical survey of the structure, if preservation of the structure has been carried out.

113. The commissioning party shall transfer copies of the documents referred to in Sub-paragraphs 112.1., 112.2., 112.3., 112.4., 112.6., 112.11., 112.12 and 112.13 of this Regulation to the Office for storage.

114. The construction works shall be accepted by the Office. The Office shall invite an official from the Service to participate in the acceptance.

115. The commissioning party, by inviting the performer of construction works or its authorised representative, shall present a structure or construction site to the Office.

116. The task of the Office is to assess the readiness of the structure for use or demolition and putting the site into order on the basis of the documents referred to in Paragraph 112 of this Regulation that have been submitted to the Office, and also the conformity with the laws and regulations in the field of construction and with the building design.

117. The Office may invite the construction supervisor and the developer of building design for the acceptance of the structure or acceptance of demolition of the structure.

118. The Office is not entitled to accept the structure for service or accept demolition of the structure, if any of the institutions referred to in Paragraphs 110 or 111 of this Regulation have not provided a positive opinion regarding readiness of the structure for acceptance for service or demolition of the structure.

119. A stage of the structure may be accepted for service, if construction works thereof are completely finished and all fire safety, labour protection and environmental protection measures intended for the relevant stage of the structure have been taken, and everything has been done as intended in the building design to ensure environmental accessibility.

120. Engineering networks of a structure to be reconstructed or renovated, regarding construction of which a construction permit joint with the relevant structure has been issued, may be connected to engineering networks in use, and they may be used before a deed on acceptance for service of the structure is received (hereinafter - the deed) (Annex 10), provided that the opinions referred to in Paragraph 110 of this Regulation are signed regarding readiness of the relevant engineering networks for acceptance for service in conformity with the building design and executive documentation.

121. The Office shall, within 14 days after receipt of the certification regarding readiness of the structure for use or demolition thereof, by co-ordinating the time period with the commissioning party for presenting the structure or construction site, accept by a deed the construction works performed, or, if the structure has been demolished, issue a statement regarding non-existence of the structure (Annex 11) or take a decision regarding deviations detected.

122. The digital code in the deed shall consist of 14 characters:

122.1. first two characters - the last two figures of the respective year;

122.2. next five characters - registration number of the deed, complemented up to five characters with zeros starting from the left;

122.3. last seven characters - territory code of the structure in accordance with the Classifier of Administrative Territories and Territorial Units.

123. A co-ordinated time period shall be indicated in a deed with the commissioning party and performer of construction works within which the commissioning party may request that the performer of construction works rectifies the defects (deficiencies) in construction works, which have been discovered after acceptance of the construction works, at its own expense. The abovementioned time period counting from the signing of the deed may not be less than 10 years.

124. The deed shall be drawn up in four copies. Two copies shall be issued to the commissioning party, one copy shall be stored by the Service and one by the Office. If the deed is drawn up as an electronic document, it shall be drawn up in one copy.

125. If several structures are being put into service on the basis of one building design and construction permit, section six of the deed "Technical-Economical Details of the Structure" shall be completed for each structure separately.

126. If the building design provides for landscaping, however it has not been performed, the Office may accept the structure for putting into service or accept the demolition work of the structure, by determining that the completion of landscaping shall be postponed for a time period of up to 10 months, however, not longer than until 1 June of the following year.

127. In accordance with Paragraph 126 of this Regulation the postponed construction works and the time period for completion thereof shall be entered in the deed or statement regarding non-existence of the structure. The construction work inspector of the Office shall control the completion of the postponed construction works within the time period laid down in the deed or statement regarding non-existence of the structure.

128. A structure shall be regarded accepted into service after signing of the deed.

129. A structure shall be regarded as demolished after signing of the statement regarding non-existence of the structure.

130. If the construction works carried out do not conform to the approved intention or laws and regulations, the Office shall indicate deviations in the decision regarding deviations detected and the time period for rectification of such deviations.

131. After having rectified the deviations indicated in the decision referred to in Paragraph 130 of this Regulation, the commissioning party shall repeatedly apply to the Office by submitting the documents indicated in the decision. If the commissioning party has rectified the deviations indicated in the decision, the Office shall accept the structure for service by drawing up a deed or issuing a statement regarding non-existence of the building.

132. After acceptance of the engineering structure for service, in accordance with the Immovable Property State Cadastre Law the owner of the structure or, if none, its legal possessor shall submit the deed on acceptance of the structure for service and the execution measuring plan to the State Land Service for data registration or to the Immovable Property State Cadastre Information System for updating.

Acting for the Prime Minister –  
Minister for the Interior, Acting for the Minister for Transport

Rihards Kozlovskis

Minister for Economics

Dana Reizniece-Ozola

To the State Environmental Service

### **Submission of the Construction Intention**

Initiator of  
construction work

\_\_\_\_\_  
\_\_\_\_\_  
(given name, surname of the natural person or name of the legal person)

\_\_\_\_\_  
\_\_\_\_\_  
(personal identity number of the natural person or registration number of  
the legal person)

\_\_\_\_\_  
\_\_\_\_\_  
(place of residence, legal address, telephone number)

\_\_\_\_\_  
\_\_\_\_\_  
(electronic mail address)

I hereby ask you to consider the submission of the  
construction intention for the  
construction/demolition of

\_\_\_\_\_  
\_\_\_\_\_  
(name of the structure)

Cadastral number of the immovable  
property \_\_\_\_\_

1. Type of construction (mark as appropriate):

- new construction;     rebuilding;     renewal;  
 demolition;     placing;     preservation.

2. Information regarding the object:

2.1. group of the  
structure

\_\_\_\_\_  
\_\_\_\_\_  
(according to the general construction regulations)

2.2. principal type of use of the  
structure

\_\_\_\_\_  
\_\_\_\_\_  
(according to structure classification)

2.3. intended height of the structure (in  
metres)

2.4. number of surface storeys of  
the structure

2.5. construction area of the

structure \_\_\_\_\_

2.6. engineering networks requisite for the structure to be installed \_\_\_\_\_

3. Information regarding the plot of land:

3.1. cadastral designation of the land parcel \_\_\_\_\_

3.2. address of the land parcel \_\_\_\_\_

3.3. owner of the plot of land or, if none – legal possessor and/or user \_\_\_\_\_

(given name, surname, personal identity number of the natural person or name, registration No. of the legal person)

3.4. if the construction is intended in a forest:

3.4.1. number of the forest compartment \_\_\_\_\_

3.4.2. number of the forest plot \_\_\_\_\_

3.4.3. area subject to de-forestation in breakdown by forest plot \_\_\_\_\_

4. Information regarding an existing structure or a part thereof:

4.1. group of the structure \_\_\_\_\_

(according to the general construction regulations)

4.2. cadastral designation of the structure \_\_\_\_\_

4.3. principal type of use of the structure \_\_\_\_\_

(according to structure classification)

4.4. address of the structure \_\_\_\_\_

4.5. owner of the structure or, if none – legal possessor and/or user \_\_\_\_\_

(given name, surname, personal identity number of the natural person or name, registration No. of the legal person)

4.6. dismantling of the engineering networks requisite for the structure \_\_\_\_\_

4.7. the method intended for the demolition of the structure \_\_\_\_\_

4.8. volume of waste (including radioactive waste) and location \_\_\_\_\_

4.9. manner of putting the site in order \_\_\_\_\_

4.10. cadastral designation of the group of premises \_\_\_\_\_

4.11. type of use of the group of premises

\_\_\_\_\_  
\_\_\_\_\_  
(according to structure classification)

5. Authorised person

\_\_\_\_\_  
\_\_\_\_\_  
(given name, surname, personal identity number, address of the place of residence, telephone number, electronic mail address of the natural person or

\_\_\_\_\_  
\_\_\_\_\_  
name, registration No., legal address and telephone number of the legal person)

Contact person indicated by the legal person

\_\_\_\_\_  
\_\_\_\_\_  
(given name, surname,

\_\_\_\_\_  
\_\_\_\_\_  
personal identity number, telephone number, electronic mail address)

6. Developer of the building design

\_\_\_\_\_  
\_\_\_\_\_  
(name, registration No. of the legal person,

\_\_\_\_\_  
\_\_\_\_\_  
registration No., legal address, telephone number of the construction merchant)

7. Information provided by the developer of the building design regarding planned composition of the building design, development of necessary parts, sections thereof

8. Information regarding application of normative regulation of the specific European Union Member State, where development of the building design is intended, by applying the technical requirements of national standards and construction standards of the European Union Member States

\_\_\_\_\_  
\_\_\_\_\_  
(European Union Member State)

9. Confirmation of the building design developer:

The solutions conform to the laws and regulations governing construction and binding regulations of the local government.

Developer of the building design

\_\_\_\_\_  
\_\_\_\_\_  
(given name, surname, signature<sup>1</sup>)

\_\_\_\_\_  
\_\_\_\_\_  
(date)

10. I would prefer to receive a response to my submission and the construction permit (mark one of the options):

by postal mail to the address indicated in the submission;

via electronic mail, signed with a secure electronic signature \_\_\_\_\_

in person at the State Environmental Service.

11. An inquiry requesting submission of additional information (documents) and/or a decision on extending the term for the response to be sent electronically to the electronic mail address

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12. Certifications of the initiator of construction work:

12.1. I hereby certify that the attached certification of ownership documents (copies) are authentic, true and complete, and there are no encumbrances, prohibitions or disputes in relation to the object.

I agree to perform new construction, renewal, rebuilding, placing or demolition (underline as appropriate) of the structure or a part thereof in accordance with the developed intention documentation.

Initiator of construction  
work

\_\_\_\_\_  
\_\_\_\_\_  
(given name, surname,  
signature<sup>1</sup>)

\_\_\_\_\_  
\_\_\_\_\_  
(date)

12.2. I hereby certify the physical existence of landmarks on the terrain and their matching to the land plot boundary plan (if the construction is performed outside towns and villages).

Initiator of construction  
work

\_\_\_\_\_  
\_\_\_\_\_  
(given name, surname,  
signature<sup>1</sup>)

\_\_\_\_\_  
\_\_\_\_\_  
(date)

13. Enclosed - the submitted documents (as required, mark as appropriate):

- the construction design in minimum composition on \_\_\_\_\_ pages
- if the construction is intended in a forest – land boundary plan where the boundaries of the forest land subject to de-forestation due to construction are marked, as well as a layout of the forest land subject to deforestation, drafted in accordance with laws and regulations regarding cutting trees in forests, on \_\_\_\_\_ pages
- opinion after a technical survey of a structure or a part thereof on \_\_\_\_\_ pages
- power of attorney of the initiator of the construction work on \_\_\_\_\_ pages
- co-ordinations with third parties on \_\_\_\_\_ pages
- co-ordinations with institutions on \_\_\_\_\_  
pages
- \_\_\_\_\_ technical regulations on \_\_\_\_\_  
pages
- other documents \_\_\_\_\_ on \_\_\_\_\_ pages

**To be filled in by the State Environmental Service**

14. A notation on the issuance of a construction permit

Number of the \_\_\_\_\_ date \_\_\_\_\_  
construction permit \_\_\_\_\_

Employee of the State  
Environmental Service

\_\_\_\_\_  
\_\_\_\_\_  
(position,

\_\_\_\_\_  
\_\_\_\_\_  
given name, surname, signature<sup>1</sup>)

\_\_\_\_\_  
\_\_\_\_\_  
(date)

15. Decision regarding refusal to issue a construction permit

Number of the decision	date
Employee of the State Environmental Service	
	(position,
given name, surname, signature <sup>1</sup> )	(date)

Notes.

1. <sup>1</sup> The detail of the document “signature” shall not be completed if the electronic document has been prepared in compliance with the laws and regulations regarding the drawing up electronic documents.
2. The corresponding columns of the submission for the construction conception shall be extended, if it is necessary to provide more information.
3. In case of rebuilding, renewal or demolition of a structure or a part thereof the submission for the construction conception shall be filled in the scope describing the changes to be made to the structure or a part thereof.

Minister for Economics

Dana Reizniece-Ozola

State Environmental Service

\_\_\_\_\_  
(address and contact information)

**Construction Permit No.** \_\_\_\_\_

\_\_\_\_\_  
(place of issuance of the construction permit)

\_\_\_\_\_  
(date)

Issued  
to

\_\_\_\_\_  
(initiator of construction work - given name, surname, personal identity number, place  
of residence of the natural person

\_\_\_\_\_  
or name, registration No., legal address and telephone number of the legal person)

for the  
construction/demolition of

\_\_\_\_\_  
(name of the object).

1. Type of construction (mark as appropriate):

- new construction;       rebuilding;       renewal;  
 demolition;       placing;       preservation.

2. Information regarding the object:

2.1. group of the  
structure

\_\_\_\_\_  
(according to the general construction regulations)

2.2. principal type of use of the  
structure

\_\_\_\_\_  
(according to structure classification)

2.3. intended height of the structure  
(in metres)

2.4. number of surface  
storeys of the structure

2.5. construction area  
of the structure

3. Information regarding the plot of land:

3.1. cadastral designation of the  
land parcel

3.2. address of the land  
unit

3.3. owner of the plot of land or, if none – legal possessor and/or user

---

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(given name, surname, personal identity number of the natural person, or

---

---

name, registration No. of the legal person)

3.4. if the construction is intended in a forest:

3.4.1. number of the forest compartment \_\_\_\_\_

3.4.2. number of the forest plot \_\_\_\_\_

3.4.3. area subject to de-forestation in breakdown by forest plot  
\_\_\_\_\_

4. Information regarding an existing structure or a part thereof:

4.1. group of the structure \_\_\_\_\_

---

---

(according to the general construction regulations)

4.2. cadastral designation of  
the structure \_\_\_\_\_

4.3. principal type of use of the  
structure \_\_\_\_\_

---

---

(according to structure classification)

4.4. address of the structure \_\_\_\_\_

4.5. owner of the structure or, if none – legal possessor and/or user

---

---

(name, registration No. of the legal person)

4.6. dismantling of the engineering networks requisite for  
the structure \_\_\_\_\_

4.7. the method intended for the demolition of the  
structure \_\_\_\_\_

4.8. volume and location of waste \_\_\_\_\_

4.9. manner of putting the site in order \_\_\_\_\_

4.10. cadastral designation of the group of  
premises \_\_\_\_\_

4.11. type of use of the group of premises \_\_\_\_\_

---

---

(according to structure classification)

4.12. address of the group of  
premises \_\_\_\_\_

4.13. owner of the group of premises or, if none – legal possessor and/or user

---

---

(name, registration No. of the legal person)

5. Developer of the  
building design \_\_\_\_\_

---

---

(name, registration No. of the legal person, registration No. of the  
construction merchant)

6. Principal use specified in the spatial planning (local planning, detailed planning)

(optional use)

7. Inspection of the place of implementation  
of construction works

\_\_\_\_\_ (date of survey)

### Conditions for Designing

8. Conditions for designing (mark as appropriate):

8.1.  co-ordinations with third parties:

with the owners of the neighbouring immovable property, joint holders:

\_\_\_\_\_  
(address of immovable properties)

\_\_\_\_\_  
(address of immovable properties)

8.2.  co-ordinations (technical regulations):

with State institutions:

\_\_\_\_\_  
(name, address, contact details)

\_\_\_\_\_  
(name, address, contact details)

with local government institutions:

\_\_\_\_\_  
(name, address, contact details)

\_\_\_\_\_  
(name, address, contact details)

with holders of engineering networks:

\_\_\_\_\_  
(name, address, contact details)

8.3.  licences, permits and co-ordinations with other institutions:

\_\_\_\_\_  
(name, address, contact details)

\_\_\_\_\_  
(name, address, contact details)

8.4.  environmental accessibility requirements in respect of:

landscaping of the territory

access roads, streets, pavements, footpaths

pedestrian crossings concerning transition possibility between different levels, especially for persons with functional disturbances

number of parking spaces for handicapped persons not less than \_\_\_\_\_

entrance to the structure concerning transition possibility between different levels, especially for persons with functional disturbances

mobility between the storeys of the structure for persons with functional disturbances

layout of indoor premises:

- sanitary technical premises
- other premises \_\_\_\_\_
- passages and escape routes
- 8.5.  composition of the building design:
  - general part
  - architectural part:
    - territorial section
    - architectural section
  - engineering solutions part:
    - building structures
    - engineering networks:
      - water supply and sewerage
      - heating
      - ventilation and air conditioning
      - electricity supply
      - heat supply
      - gas supply
      - electronic communications networks
    - technical schemes and calculations
    - measures towards environmental protection and radiation safety and nuclear safety (including environmental radiation monitoring activities)
    - specifications for construction products and construction materials
    - other engineering solutions \_\_\_\_\_
  - organisational design plan
  - overview of fire safety measures
  - technological part
  - economic part
  - additional requirements for the level of detail of the building design in accordance with the local government regulations for building of a territory

8.6.  development of building design, by applying \_\_\_\_\_

(European Union Member State)

technical requirements of the national standards and construction standards

8.7.  expert-examination of building design

8.8.  requirements to the finishing materials for the façade

8.9.  other requirements according to the spatial planning, local planning or detailed planning (if applicable)

9. Time period for performance of conditions for designing \_\_\_\_\_

\_\_\_\_\_  
(date)

### Conditions for Commencement of Construction Works

#### 10. Conditions for Commencement of Construction Works

The documents to be submitted to the State Environmental Service (mark as appropriate):

- a copy of mandatory civil liability insurance policy of the performer of construction works
  - copies of professional civil liability insurance policies of responsible construction specialists
  - the statement of duties of the responsible construction work manager
  - the statement of duties of the responsible construction supervisor
  - plan of construction supervision
  - construction work log-book
  - author's supervision journal
  - agreement on author's supervision
  - information regarding performer of construction works (name of a legal person, registration No., registration No. of the construction merchant)
  - information regarding labour protection co-ordinator (given name, surname, personal identity number, telephone number), if construction works are carried out by more than one performer of construction works
  - other documents if it is laid down in the laws and regulations
- \_\_\_\_\_

Responsible official of the State  
Environmental Service

\_\_\_\_\_  
\_\_\_\_\_  
(position,

\_\_\_\_\_  
\_\_\_\_\_  
given name, surname, signature<sup>1</sup>)

This construction permit (administrative instrument) may be contested within one month after the coming into effect thereof in accordance with the procedures laid down in the Administrative Procedure Law

\_\_\_\_\_  
\_\_\_\_\_  
(name, address of the institution)

### Notations and Decisions of the State Environmental Service

11. Notation regarding meeting the  
conditions for designing

\_\_\_\_\_  
\_\_\_\_\_  
(date)

Responsible official of the State  
Environmental Service

\_\_\_\_\_  
\_\_\_\_\_  
(position,

\_\_\_\_\_ (date)

12. The term for meeting the provisions in respect of starting the construction works following the notation regarding meeting the conditions for designing.

The provisions in respect of starting the construction works shall be met within four years – by

\_\_\_\_\_ (date)

13. Notation regarding meeting the conditions for construction works

\_\_\_\_\_ (date)

Responsible official of the State Environmental Service

\_\_\_\_\_ (position,

\_\_\_\_\_ given name, surname, signature<sup>1</sup>) \_\_\_\_\_ (date)

14. After making a notation regarding meeting the conditions for designing the maximum duration for performance of construction works shall be \_\_\_\_\_ years:

14.1. construction

works shall be performed until

\_\_\_\_\_ (date)

14.2. insurance period indicated in the mandatory insurance policy of the civil liability of the performer of construction work

14.3. putting into service of the structure shall be carried out by

\_\_\_\_\_ (date)

Responsible official of the State Environmental Service

\_\_\_\_\_ (position,

\_\_\_\_\_ given name, surname, signature<sup>1</sup>) \_\_\_\_\_ (date)

15. A construction permit is extended until

\_\_\_\_\_ (date)

Responsible official of the State Environmental Service

\_\_\_\_\_ (position,

\_\_\_\_\_

---

given name, surname, signature<sup>1</sup>)

---

(date)

Notes.

1. <sup>1</sup> The detail of the document “signature” shall not be completed if the electronic document has been prepared in compliance with the laws and regulations regarding the drawing up electronic documents.
2. The corresponding columns of the construction permit shall be extended, if it is necessary to provide more information.

Minister for Economics

Dana Reizniece-Ozola

## Sample Confirmations

### Confirmation by the Manager of the Building Design

All requisite parts have been included and developed in this construction design in conformity with the conditions included in the construction permit.

Manager of the  
building design

\_\_\_\_\_

(given name, surname and certificate No.)

\_\_\_\_\_

(date)

\_\_\_\_\_

(signature<sup>1</sup>)

### Confirmation by the Manager of a Part of the Building Design

Solutions of the part of this building design  
\_\_\_\_\_ comply with the construction standards  
of Latvia and other laws and regulations, and also with the requirements of technical or  
special regulations.

Manager of the part of the  
building design

\_\_\_\_\_

(given name, surname and certificate No.)

\_\_\_\_\_

(date)

\_\_\_\_\_

(signature<sup>1</sup>)

### Confirmation by the Manager of a Part of the Building Design<sup>2</sup>

Solutions of the part of this building design  
\_\_\_\_\_ comply with the construction standards  
of Latvia and other laws and regulations and requirements of national standards and  
construction standards of the European Union Member States, and also with the requirements  
of technical or special regulations.

Manager of the part of the  
building design

\_\_\_\_\_

(given name, surname and certificate No.)

\_\_\_\_\_

(date)

\_\_\_\_\_

(signature<sup>1</sup>)

Notes.

1.<sup>1</sup> The detail of the document “signature” shall not be completed if the electronic document has been prepared in compliance with the laws and regulations regarding the drawing up electronic documents.

2.<sup>2</sup> To be completed if a building design is developed by applying the technical requirements of the national standards and construction standards of the European Union Member States.

Minister for Economics

Dana Reizniece-Ozola

**Annex No.**

<b>to Construction Permit No.</b>	<b>Issued by the State Environmental Service</b>
(date)	
1. Performer of construction works	(name, registration No. of the legal person, registration No. of the construction merchant, No. of the licence for activities with sources of ionising radiation, legal address, telephone number)
2. Invited construction specialists:	
2.1. responsible construction work manager	(given name, surname, certificate No. of the natural person, licence No. for activities with sources of ionising radiation)
2.2. responsible construction supervisor	(name, registration No. of the legal person, registration No. of the construction merchant, No. of the licence for activities with sources of ionising radiation)
2.3. responsible author's supervisor	(name, registration No. of the legal person, registration No. of the construction merchant, No. of the licence for activities with sources of ionising radiation)
2.4. labour protection co-ordinator	(given name, surname, personal identity number and telephone number of the natural person)
Responsible official of the State Environmental Service	(position)

(given name, surname, signature<sup>1</sup>)

---

(date)

Notes.

1.<sup>1</sup> The detail of the document “signature” shall not be completed if the electronic document has been prepared in compliance with the laws and regulations regarding the drawing up electronic documents.

2. The corresponding columns of the Annex to construction permit shall be extended, if it is necessary to provide more information.

Minister for Economics

Dana Reizniece-Ozola

## **Deed on Acceptance of Critical Constructions**

1

1. Name and address of the object \_\_\_\_\_  
\_\_\_\_\_

2. Name of construction \_\_\_\_\_  
\_\_\_\_\_

3. Initiator of construction  
work \_\_\_\_\_  
\_\_\_\_\_

(given name, surname, personal identity number, place of  
residence of the natural person

or name, registration No., legal address and telephone number of the legal person)

4. Composition of the  
Commission:

4.1. Representative of the  
performer of construction works \_\_\_\_\_  
\_\_\_\_\_

(given name, surname and position)

4.2. Representative of the developer of the building design (author's supervisor)

(given name, surname and position)

4.3. Representative (construction supervisor) of the initiator of construction

(given name, surname and position)

5. The Commission has carried out an inspection (external examination) and quality testing of constructions, which have been installed by \_\_\_\_\_  
\_\_\_\_\_

6. The Commission determined:

6.1. The following constructions have been  
presented for acceptance: \_\_\_\_\_  
\_\_\_\_\_

(listing and short description of constructions)

6.2. Works have been carried out in accordance with \_\_\_\_\_  
\_\_\_\_\_

(name of the legal person of the developer of the building design, name of the building design  
and No. of the technical drawing)

6.3. The following materials and products have been used in the constructions: \_\_\_\_\_  
\_\_\_\_\_

(specify certificates or other documents certifying the quality)

6.4. In the course of work deviations from the building design have/have not been allowed (delete as appropriate). The permitted deviations have been co-ordinated with

(the relevant institution,

No. of the technical drawing and co-ordination date)

7. Decision of the Commission:

Works have been carried out in conformity with the building design, construction standards and standards, and they have been accepted.

Representative of the performer of construction works

\_\_\_\_\_  
\_\_\_\_\_  
(given name, surname)

\_\_\_\_\_  
\_\_\_\_\_  
(signature<sup>1</sup>)

Representative of the developer of the building design (author's supervisor)

\_\_\_\_\_  
\_\_\_\_\_  
(given name, surname)

\_\_\_\_\_  
\_\_\_\_\_  
(signature<sup>1</sup>)

Representative (construction supervisor) of the initiator of construction

\_\_\_\_\_  
\_\_\_\_\_  
(given name, surname)

\_\_\_\_\_  
\_\_\_\_\_  
(signature<sup>1</sup>)

Note.

<sup>1</sup> Details of the document "date" and "signature" shall not be completed if the electronic document has been drawn up in accordance with the laws and regulations regarding the drawing up electronic documents.

Minister for Economics

Dana Reizniece-Ozola

## Deed on Acceptance of Concealed Works

1

1. Name and address of the object \_\_\_\_\_  
\_\_\_\_\_

2. Name of work \_\_\_\_\_  
\_\_\_\_\_

3. Initiator of construction work \_\_\_\_\_

(given name, surname, personal identity number, place  
of residence of the natural person

or name, registration No., legal address and telephone number of the legal person)

4. Composition of the  
Commission:

4.1. Representative of the  
performer of construction  
works \_\_\_\_\_

(given name, surname and position)

4.2. Representative of the developer of the building design (author's supervisor)

(given name, surname and position)

4.3. Representative (construction supervisor) of the initiator of construction

(given name, surname and position)

5. The Commission has carried out an inspection (external examination) and quality testing of  
concealed work carried out by \_\_\_\_\_

6. The Commission determined:

6.1. The following was  
presented for acceptance \_\_\_\_\_

(short description of the work)

6.2. Works have been carried  
out in accordance with \_\_\_\_\_

(name of the legal person of the developer of the building  
design,

name of the building design and No. of the technical drawing)

6.3. The following materials, constructions and products have been used in carrying out the works:

---

(specify certificates or other documents certifying the quality)

---

6.4. In the course of work deviations from the building design have/have not been allowed (delete as appropriate).

The permitted deviations have been co-ordinated with

---

---

(the relevant institution,

---

No. of the technical drawing and co-ordination date)

7. Decision of the Commission:

Works have been carried out in conformity with the building design, construction standards and standards, and they have been accepted.

Representative of the performer of construction works

---

---

(given name, surname)

---

---

(signature<sup>1</sup>)

Representative of the developer of the building design (author's supervisor)

---

---

(given name, surname)

---

---

(signature<sup>1</sup>)

Representative (construction supervisor) of the initiator of construction

---

---

(given name, surname)

---

---

(signature<sup>1</sup>)

Note.

<sup>1</sup>Details of the document “date” and “signature” shall not be completed if the electronic document has been drawn up in accordance with the laws and regulations regarding the drawing up electronic documents.

Minister for Economics

Dana Reizniece-Ozola

## **Deed on Acceptance of Engineering System Critical for Fire Safety**

1

1. Name and address of the object \_\_\_\_\_  
\_\_\_\_\_

2. Name of the engineering system \_\_\_\_\_

3. Initiator of construction work \_\_\_\_\_

(given name, surname, personal identity number, place of  
residence of the natural person

or name, registration No., legal address and telephone number of the legal person)

4. Composition of the Commission:

4.1. representative of the  
performer of construction works \_\_\_\_\_

(given name, surname and position)

4.2. representative of the developer of the building design (author's supervisor)  
\_\_\_\_\_

(given name, surname and position)

4.3. representative (construction supervisor) of the initiator of construction work  
\_\_\_\_\_

(given name, surname and position)

5. The Commission has carried out the quality and operability inspection for the system  
installed by \_\_\_\_\_

(name, registration No. and legal address of the legal person)

6. The Commission has determined that:

6.1. the following was  
presented for acceptance \_\_\_\_\_

(system in the whole or assembly stage of the system)

6.2. the system has been  
installed in accordance with \_\_\_\_\_

(date of the development of the relevant section of the building  
design,

name, number, number of the technical drawing)

and with the technical specification of devices, equipment and materials used in the system

6.3. the following principal devices, equipment and materials have been assembled in the system:

No.	Name	Type, make	Unit of measurement	Number	Notes
6.3.1.					
6.3.2.					
6.3.3.					

7. Changes and deviations in the co-ordinated technical design of the system are/are not allowed (delete as appropriate).

The permitted deviations have been co-ordinated with

---

(relevant authority, No. of the technical drawing and date of co-ordination,

---

indicate compensation measures taken)

8. The following documentation has been attached to the deed (mark as appropriate):

- technical passports of system devices and equipment
  - conformity declarations of system devices, equipment and materials
  - system operation documentation (instruction for use)
  - other technical documentation describing the system and its operational properties (fill in as required)
- 

9. Decision of the Commission:

has been  
constructed in  
conformity with

---

(system in the whole or assembly stage of the system)

the building design, construction standards and standards. The system has been accepted and is ready for use.

Representative of the performer of construction works

---

(given name, surname)

---

(signature<sup>1</sup>)

Representative of the developer of the building design (author's supervisor)

---

(given name, surname)

---

(signature<sup>1</sup>)

Representative (construction supervisor) of the initiator of construction work

---

(given name, surname)

---

(signature<sup>1</sup>)

Note.

<sup>1</sup>Details of the document “date” and “signature” shall not be completed if the electronic document has been drawn up in accordance with the laws and regulations regarding the drawing up electronic documents.

Minister for Economics

Dana Reizniece-Ozola

## **Certification Regarding the Readiness of the Structure or a Part Thereof for Use**

Initiator of construction work

\_\_\_\_\_  
\_\_\_\_\_  
(given name, surname of the natural person or name of the  
legal person)

\_\_\_\_\_  
\_\_\_\_\_  
(personal identity number of the natural person or registration  
number of the legal person)

\_\_\_\_\_  
(place of residence, legal address, telephone number)

hereby notifies that  
construction works of

\_\_\_\_\_  
(structure or a part thereof)

carried out on the basis of construction permit No. \_\_\_\_\_, issued on \_\_\_\_\_ (date)  
by the State Environmental Service, have been completed.

1. Information regarding the built object:

1.1. group of the  
structure

\_\_\_\_\_  
(according to the general construction regulations)

1.2. principal type of use of the structure

\_\_\_\_\_  
(according to structure classification)

1.3. height of the structure  
(m)

1.4. number of surface storeys of the structure

1.5. construction area of the structure

1.6. total area of  
the structure  $m^2$

1.7. building  
volume of the  
structure  $m^3$

1.8. load-bearing constructions of the structure, material and finishing:

1.8.1. foundation

1.8.2. vertical construction

1.8.3. intermediate floors

1.8.4. roof construction

- 1.8.5. roof deck \_\_\_\_\_  
\_\_\_\_\_
- 1.8.6. finishing of the façade \_\_\_\_\_  
\_\_\_\_\_
- 1.9. fire resistance rating of the building \_\_\_\_\_  
\_\_\_\_\_

2. Information on the plot of land where construction work was performed:

- 2.1. cadastral designation of the land parcel \_\_\_\_\_  
\_\_\_\_\_
- 2.2. address of the land parcel \_\_\_\_\_  
\_\_\_\_\_
- 2.3. owner of the plot of land or, if none – legal possessor and/or user  
\_\_\_\_\_  
(given name, surname, personal identity number of the natural person, or  
\_\_\_\_\_  
name, registration No. of the legal person)

3. Information regarding the structure or a part thereof where construction is performed:

- 3.1. group of the structure \_\_\_\_\_  
\_\_\_\_\_  
(according to the general construction regulations)

- 3.2. cadastral designation of the structure \_\_\_\_\_  
\_\_\_\_\_
- 3.3. principal type of use of the structure \_\_\_\_\_  
\_\_\_\_\_  
(according to structure classification)

- 3.4. address of the structure \_\_\_\_\_  
\_\_\_\_\_

- 3.5. owner of the structure or, if none – legal possessor and/or user  
\_\_\_\_\_  
\_\_\_\_\_  
(name, registration No. of the legal person)

- 3.6. total area of the structure (where works have been performed/total for the building)  
\_\_\_\_\_/\_\_\_\_\_ m<sup>2</sup>

- 3.7. building volume of the structure (where works have been performed/total for the building)  
\_\_\_\_\_/\_\_\_\_\_ m<sup>3</sup>

- 3.8. cadastral designation of the group of premises \_\_\_\_\_  
\_\_\_\_\_

- 3.9. type of use of the group of premises \_\_\_\_\_  
\_\_\_\_\_  
(according to structure classification)

- 3.10. total area of the group of premises \_\_\_\_\_ m<sup>2</sup>

4. Information regarding construction work:

- 4.1. construction has been \_\_\_\_\_ and completed \_\_\_\_\_  
commenced \_\_\_\_\_  
\_\_\_\_\_  
(date) \_\_\_\_\_ (date)

- 4.2. the structure or a part thereof conforms with the building design developed by  
\_\_\_\_\_  
(name, registration No. of the legal person,  
\_\_\_\_\_  
registration No. of the construction merchant)

4.3. changes and deviations in the co-ordinated building design are/are not allowed (delete as appropriate). Changes and deviations allowed have been co-ordinated in accordance with the laid down procedures and noted in the technical documentation

4.4. the following parties to the construction work have participated in the implementation of the building design:

4.4.1. the performer of construction works

\_\_\_\_\_ (name, registration No. of the legal person,

\_\_\_\_\_  
No. of registration certificate, legal address, telephone number of the construction merchant)

4.4.2. responsible construction work manager

\_\_\_\_\_ (given name, surname, certificate No. of the natural person)

4.4.3. construction supervisor

\_\_\_\_\_ (given name, surname, certificate No. of the natural person)

4.4.4. representative of the developer of the building design (author's supervisor)

\_\_\_\_\_ (given name, surname, certificate No. of the natural person)

5. It is hereby confirmed that:

5.1. the structure or a part thereof is ready for putting into service

5.2. all construction waste classified as hazardous waste has been disposed of in accordance with the requirements laid down in laws and regulations in respect of disposal of hazardous waste

5.3. technological equipment, special systems and devices provided for in the building design have been installed, tested and adjusted in conformity with the building design and laws and regulations in the field of construction

5.4. the fire safety, hygienic, acoustic and environmental accessibility requirements provided for in the building design have been complied with and conform to the requirements of laws and regulations

5.5. the performer of construction works will rectify defects of construction works detected within \_\_\_\_\_ years after acceptance for service of the structure or a part thereof at its own expense

5.6. total cost of the construction is \_\_\_\_\_ euros, including funds of legal persons governed by public law, European Union policy instruments or other foreign financial aid – \_\_\_\_\_ euros

5.7. postponed construction works (greening of the site, finishing of fragments of the façade) will be completed in the following scope and terms:

No.	Name of work	Unit of measurement	Quantity	Time period for completion
5.7.1.				
5.7.2.				
5.7.3.				

Initiator of construction work (commissioning party)	_____	_____	_____
	(given name, surname)	(signature <sup>1</sup> )	(date <sup>1</sup> )
Performer of construction works	_____	_____	_____
	(given name, surname)	(signature <sup>1</sup> )	(date <sup>1</sup> )
Responsible construction work manager	_____	_____	_____
	(given name, surname)	(signature <sup>1</sup> )	(date <sup>1</sup> )
Building supervisor	_____	_____	_____
	(given name, surname)	(signature <sup>1</sup> )	(date <sup>1</sup> )
Developer of the building design (author's supervisor)	_____	_____	_____
	(given name, surname)	(signature <sup>1</sup> )	(date <sup>1</sup> )

Notes.

- <sup>1</sup>The details of the document “signature” and “date” shall not be completed, if the electronic document has been prepared in accordance with the laws and regulations regarding drawing up electronic documents.
- The corresponding columns of the certification shall be extended, if it is necessary to provide more information.
- In the case of preservation of a structure this certification shall be filled in to the extent applicable for preservation.

Minister for Economics

Dana Reizniece-Ozola

## Certification Regarding Demolition of a Structure

Initiator of construction work \_\_\_\_\_

(given name, surname of the natural person or name of the  
legal person)

(personal identity number of the natural person or registration  
number of the legal person)

(place of residence, legal address, telephone number)

hereby notifies that  
demolition works of \_\_\_\_\_

(name of the structure)

performed on the basis of construction permit No. \_\_\_\_\_, issued on \_\_\_\_\_ (date) by the  
State Environmental Service, have been completed.

### 1. Information regarding the structure demolished:

1.1. group of the  
structure \_\_\_\_\_

(according to the general construction regulations)

1.2. cadastral designation of the structure \_\_\_\_\_

1.3. principal type of use of the structure \_\_\_\_\_

(according to structure classification)

1.4. address of the structure \_\_\_\_\_

1.5. owner of the structure or, if none – legal possessor and/or user

(given name, surname, personal identity number of the natural person, or

name, registration No. of the legal person)

### 2. Information on the plot of land where demolition of the structure was performed:

2.1. cadastral designation of the land  
parcel \_\_\_\_\_

2.2. address of the land parcel \_\_\_\_\_

2.3. owner of the plot of land or, if none – legal possessor and/or user

(given name, surname, personal identity number of the natural person, or

name, registration No. of the legal person)

3. Information regarding construction:

3.1. construction has \_\_\_\_\_ and  
been commenced \_\_\_\_\_ completed \_\_\_\_\_  
(date) (date)

3.2. the demolition of the structure was performed in conformity with the building design developed by

\_\_\_\_\_  
(name, registration No. of the legal person,  
registration No. of the construction merchant)

3.3. changes and deviations in the co-ordinated building design are/are not allowed (delete as appropriate). Changes and deviations allowed have been co-ordinated in accordance with the laid down procedures and noted in the technical documentation

3.4. the following participants to the construction have participated in the implementation of the building design:

3.4.1. the performer of  
construction works \_\_\_\_\_  
(name, registration No. of the legal person,

No. of registration certificate, legal address, telephone number of the construction merchant)

3.4.2. responsible construction  
work manager \_\_\_\_\_  
(given name, surname, certificate No. of the natural person)

3.4.3. construction  
supervisor \_\_\_\_\_  
(given name, surname, certificate No. of the natural person)

3.4.4. representative of the developer of the  
building design (author's supervisor) \_\_\_\_\_  
(given name, surname, certificate No. of the natural person)

4. It is hereby confirmed that:

4.1. the structure has been demolished;

4.2. all construction waste classified as hazardous waste has been disposed of in accordance with the provisions laid down in laws and regulations in respect of disposal of hazardous waste

4.3. engineering networks, technological equipment, special systems and devices have been dismantled in conformity with the building design

4.4. total cost of the construction is \_\_\_\_\_ euros, including funds of legal persons governed by public law, European Union policy instruments or other foreign financial aid – \_\_\_\_\_ euros

4.5. postponed construction works (greening of the site, finishing of fragments of the façade) will be completed in the following scope and terms:

No.	Name of work	Unit of measurement	Quantity	Time period for completion
4.5.1.				

4.5.2.				
4.5.3.				

Initiator of construction work

\_\_\_\_\_  
 (given name, surname)

\_\_\_\_\_  
 (signature<sup>1</sup>)

\_\_\_\_\_  
 (date<sup>1</sup>)

Performer of construction works

\_\_\_\_\_  
 (given name, surname)

\_\_\_\_\_  
 (signature<sup>1</sup>)

\_\_\_\_\_  
 (date<sup>1</sup>)

Responsible construction work manager

\_\_\_\_\_  
 (given name, surname)

\_\_\_\_\_  
 (signature<sup>1</sup>)

\_\_\_\_\_  
 (date<sup>1</sup>)

Building supervisor

\_\_\_\_\_  
 (given name, surname)

\_\_\_\_\_  
 (signature<sup>1</sup>)

\_\_\_\_\_  
 (date<sup>1</sup>)

Developer of the building design (author's supervisor)

\_\_\_\_\_  
 (given name, surname)

\_\_\_\_\_  
 (signature<sup>1</sup>)

\_\_\_\_\_  
 (date<sup>1</sup>)

Notes.

1. The details of the document “signature” and “date” shall not be completed, if the electronic document has been drawn up in accordance with the laws and regulations regarding drawing up electronic documents.
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Minister for Economics

Dana Reizniece-Ozola

## DEED

code

### Regarding \_\_\_\_\_

(name of the structure or a part thereof, address, if none, location and cadastral designation of the land unit)

### Acceptance for Service

\_\_\_\_\_  
(place of issuance of the deed)

\_\_\_\_\_  
(date)

#### 1. Type of construction (mark as appropriate):

new construction;

rebuilding;

renewal;

placing;

preservation.

#### 2. Initiator of construction work

\_\_\_\_\_  
(given name, surname of the natural person or name of the legal person)

\_\_\_\_\_  
(personal identity number of the natural person or registration number of the legal person)

\_\_\_\_\_  
(place of residence, legal address, telephone number)

#### 3. The acceptance work was carried out by the State Construction Control Office:

3.1.

\_\_\_\_\_  
(position, given name, surname)

3.2.

\_\_\_\_\_  
(position, given name, surname)

3.3.

\_\_\_\_\_  
(position, given name, surname)

#### 4. Parties invited to participate in the acceptance work:

4.1. construction  
supervisor \_\_\_\_\_

\_\_\_\_\_ (given name, surname, certificate No. of the natural person)

4.2. developer of the building design

(author's supervisor)

\_\_\_\_\_  
\_\_\_\_\_ (given name, surname, certificate No. of the natural person)

4.3. the performer of construction works

\_\_\_\_\_  
\_\_\_\_\_ (name, registration No. of the legal person,

registration No., legal address, telephone number of the construction merchant)

\_\_\_\_\_  
\_\_\_\_\_ (speciality, position, given name, surname)

4.4. State Environmental Service

5. The State Construction Control Office has become familiar with:

5.1. the building design in \_\_\_\_\_ volumes transferred in its disposal

5.2. performance of construction works and documentation of performance of construction works:

5.2.1. construction work log-book No. \_\_\_\_\_

5.2.2. author's supervision journal No. \_\_\_\_\_

5.2.3. deed on acceptance of critical construction elements and concealed work on \_\_\_\_\_ pages in \_\_\_\_\_ volume (s)

5.2.4. report of a construction supervisor regarding performance of construction supervision plan on \_\_\_\_\_ pages

5.2.5. electric installation inspection documentation on \_\_\_\_\_ pages

6. The State Construction Control Office considered:

6.1. certification of the readiness of the structure or a part thereof for use issued by the initiator of construction

6.2. opinions issued by the following State, local government and other institutions:

6.2.1.

\_\_\_\_\_ (institution) \_\_\_\_\_ (date)

Opinion \_\_\_\_\_ on \_\_\_\_\_ pages

No. \_\_\_\_\_

6.2.2.

\_\_\_\_\_ (institution) \_\_\_\_\_ (date)

Opinion \_\_\_\_\_ on \_\_\_\_\_ pages

No. \_\_\_\_\_

6.2.3.

\_\_\_\_\_ (institution) \_\_\_\_\_ (date)

Opinion \_\_\_\_\_ on \_\_\_\_\_ pages

No. \_\_\_\_\_

6.2.4.

\_\_\_\_\_ (institution) \_\_\_\_\_ (date)

Opinion \_\_\_\_\_ on \_\_\_\_\_ pages  
 No. \_\_\_\_\_  
 6.2.5. \_\_\_\_\_  
 \_\_\_\_\_ (institution) \_\_\_\_\_ (date)

Opinion \_\_\_\_\_ on \_\_\_\_\_ pages  
 No. \_\_\_\_\_  
 6.3. opinion of the \_\_\_\_\_ No. \_\_\_\_\_ on \_\_\_\_\_ pages  
 developer of the building  
 design \_\_\_\_\_  
 \_\_\_\_\_ (date)

6.4. deed on the technical condition of flues and air ducts on \_\_\_\_\_ pages,  
 \_\_\_\_\_ Deed No. \_\_\_\_\_  
 \_\_\_\_\_ (date)

7. The State Construction Control Office has listened to officials and specialists invited for the acceptance work and established that:

7.1. construction works have been performed on the basis of  
 construction permit No. \_\_\_\_\_, which on \_\_\_\_\_  
 \_\_\_\_\_ (date)

was issued by the State Environmental Service

7.2. construction was \_\_\_\_\_ and  
 commenced \_\_\_\_\_ completed \_\_\_\_\_  
 \_\_\_\_\_ (date) \_\_\_\_\_ (date)

7.3. the structure or a part thereof conforms with the building design developed by  
 \_\_\_\_\_  
 (name, registration No. of the legal person, No. of the registration certificate of the  
 construction merchant)

7.4. changes and deviations in the co-ordinated building design are/are not allowed (delete as appropriate). Changes and deviations allowed have been co-ordinated in accordance with the laid down procedures and noted in the technical documentation

8. Technical-economic details of the structure:

8.1. structure:

8.1.1. number of storeys (where works were performed/total for the structure)  
 \_\_\_\_\_/\_\_\_\_\_

8.1.2. height \_\_\_\_\_ m

8.1.3. construction area (for a new building) \_\_\_\_\_ m<sup>2</sup>

8.1.4. total area (where construction works were performed/total for the building)  
 \_\_\_\_\_/\_\_\_\_\_ m<sup>2</sup>

8.1.5. building volume (where construction works were performed/total for the building)  
 \_\_\_\_\_/\_\_\_\_\_ m<sup>3</sup>

8.1.6. load-bearing constructions of the structure and finishing:

No.	Construction and finishing	Type	Material
8.1.6.1.	foundations		

8.1.6.2.	vertical construction		
8.1.6.3.	intermediate floors		
8.1.6.4.	roof construction		
8.1.6.5.	roof covering		
8.1.6.6.	finishing of the façade		

8.1.7. fire resistance rating \_\_\_\_\_

8.1.8. energy efficiency class \_\_\_\_\_

8.1.9. description of the type of use of the structure or a part thereof:

No.	Description of the type of use	Quantity
8.1.9.1.		
8.1.9.2.		
8.1.9.3.		

8.1.10. engineering equipment (mark as appropriate):

8.1.10.1. electricity supply:

central

autonomous ( wind  water  sun  other)

8.1.10.2. gas supply:

central

local ( reservoir  cylinder)

8.1.10.3. water supply:

central

local ( artesian drill  district  well  open water source)

external fire-fighting water supply

internal fire-fighting water supply

8.1.10.4. heating:

central

central (heating boiler)

8.1.10.5. fuel:

solid  liquid  gas  electricity

8.1.10.6 hot water supply:

central

local

8.1.10.7. sewerage:

central

local

individual

rainwater

technological

8.1.10.8. waste water treatment plant:

mechanical

chemical

biological

8.1.10.9. ventilation:

natural

forced

8.1.10.10. elevators:

- cargo
- other \_\_\_\_\_

8.1.10.11. electronic communications networks:

- telephone
- Internet
- other \_\_\_\_\_

8.1.10.12 security systems:

- fire-fighting systems
- security alarms
- emergency alerting

8.2. external engineering networks:

8.2.1. type of engineering network (water pipe, sewerage, cables etc.) \_\_\_\_\_

8.2.2. total length of the track \_\_\_\_\_ m

8.2.3. surface part \_\_\_\_\_ m

8.2.4. underground part \_\_\_\_\_ m

8.2.5. technical specifications of the engineering networks:

No.	Type of engineering network	Material of construction elements	Cross-section (mm)	Quantity (m)
8.2.5.1.				
8.2.5.2.				
8.2.5.3.				

8.3. streets (overpasses):

8.3.1. total length of a street (overpass) \_\_\_\_\_ m

8.3.2. total area (where works were performed, \_\_\_\_\_ m<sup>2</sup>

8.3.3. carriageway area \_\_\_\_\_ m<sup>2</sup>, pavement area \_\_\_\_\_ m<sup>2</sup>

8.3.4. lawn area \_\_\_\_\_ m<sup>2</sup>, shoulder area \_\_\_\_\_ m<sup>2</sup>

8.3.5. slopes fixed with a sown lawn \_\_\_\_\_ m<sup>2</sup>

8.3.6. technical description of a street (overpass):

No.	Technical details of the structure	Quantity (m)
8.3.6.1.		
8.3.6.2.		
8.3.6.3.		

8.3.7. description of use:

No.	Type of use of the structure	Quantity (m <sup>2</sup> )
8.3.7.1.		
8.3.7.2.		
8.3.7.3.		

8.4. environmental accessibility (if requirements to environmental accessibility have been prescribed in the construction permit) in respect of:

- landscaping of the territory, access roads, streets, pavements, footpaths, pedestrian crossings concerning transition possibility between different levels
- other requirements in respect of the territory concerned

9. Total cost of the construction (according to the initiator of construction) is \_\_\_\_\_ euros, including funds of legal persons governed by public law, European Union policy instruments or other foreign financial aid – \_\_\_\_\_ euros

10. Internal and external engineering networks and equipment have been inspected and recognised to be fit for use. Relevant opinions are appended to this deed

11. Technological lines and equipment have been built, assembled, adjusted, tried and accepted with the relevant documents that are appended to this deed

12. Postponed construction works (greening of the site, finishing of fragments of the façade) shall be completed in the following scope and terms:

No.	Name of work	Unit of measurement	Quantity	Time period for completion
12.1.				
12.2.				
12.3.				

13. The performer of construction works will rectify defects of construction works detected within \_\_\_\_\_ years after putting into service of the structure or a part thereof at its own expense

14. The State Construction Control Office \_\_\_\_\_ (structure or a part thereof) recommends to recognise \_\_\_\_\_ as fit for use

15. Legal proceedings in respect of the structure or a part thereof (construction permit has been contested) have been initiated \_\_\_\_\_ in the court, case number \_\_\_\_\_

16. Deed on acceptance has been drawn up in \_\_\_\_\_ counterparts. Executive documentation has been transferred for storage to \_\_\_\_\_.

(position, given name, surname)	(signature <sup>1</sup> )
(position, given name, surname)	(signature <sup>1</sup> )
(position, given name, surname)	(signature <sup>1</sup> )

The following persons became familiar with the deed:

Initiator of construction	(given name, surname)	(signature <sup>1</sup> )	(date <sup>1</sup> )
Performer of construction works	(given name, surname)	(signature <sup>1</sup> )	(date <sup>1</sup> )

Notes.

1. <sup>1</sup>The details of the document “signature” and “date” shall not be completed, if the electronic document has been prepared in accordance with the laws and regulations regarding drawing up electronic documents.
2. Sub-paragraphs 8.2 and 8.3 of the deed shall be completed in conformity with the situation, if external engineering networks and streets are constructed concurrently with the structure.
3. The corresponding columns of the deed shall be extended, if it is necessary to provide more information.
4. In the case of preservation, rebuilding or renewal of a structure or a part thereof Paragraph 8 of the deed shall be filled in the scope describing the changes made to the structure or a part thereof.

Minister for Economics

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## Statement Regarding Non-existence of a Structure

(place of issuance of the Statement)	(date)
with cadastral designation	
(name of the structure)	
which is located at _____,	
(address)	

has been demolished.

### 1. Information regarding the structure demolished:

#### 1.1. owner of the structure or, if none – legal possessor and/or user

\_\_\_\_\_  
(given name, surname, personal identity number of the natural person or name, registration  
No. of the legal person)

#### 1.2. group of the structure

\_\_\_\_\_  
(according to the general construction regulations)

#### 1.3. principal type of use of the structure

\_\_\_\_\_  
(according to structure classification)

#### 1.4. number of surface storeys of the structure

#### 1.5. dismantled engineering networks pertaining to the structure

### 2. Information regarding the plot of land where the structure was demolished:

#### 2.1. cadastral designation of the land unit

#### 2.2. address of the land unit

#### 2.3. owner of the plot of land or, if none – legal possessor and/or user

\_\_\_\_\_  
(given name, surname, personal identity number of the natural person or name, registration  
No. of the legal person)

### 3. Information regarding construction:

#### 3.1. initiator of \_\_\_\_\_

construction work

\_\_\_\_\_  
(given name, surname, personal identity number, place of residence  
of the natural person

\_\_\_\_\_  
or name, registration No., legal address and telephone number of the legal person)

3.2. construction works have been carried on the basis  
of

\_\_\_\_\_  
construction permit No. \_\_\_\_\_

issued on (date) \_\_\_\_ by  
the State Environmental  
Service

3.3. Object has  
been surveyed on

\_\_\_\_\_  
(date)

3.4. Postponed construction works (greening and landscaping) shall be completed in the  
following scope and terms:

No.	Name of work	Unit of measurement	Quantity	Time period for completion
3.4.1.				
3.4.2.				
3.4.3.				

4. The statement has been drawn up in \_\_\_\_\_ counterparts. Executive  
documentation has been transferred for storage to

\_\_\_\_\_  
Responsible official of the State Construction Control Office

\_\_\_\_\_  
(position, given name, surname)

\_\_\_\_\_  
(signature<sup>1</sup>)

Notes.

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has been drawn up in accordance with the laws and regulations regarding drawing up  
electronic documents.

2. The corresponding columns of the certificate shall be extended, if it is necessary to provide  
more information.

Minister for Economics

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