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Text consolidated by Tulkošanas un terminoloģijas centrs (Translation and Terminology Centre) with amending laws of:

27 December 2002;
6 March 2003;
12 June 2003;
16 December 2004;
27 January 2005;
16 June 2005;
26 October 2006;
14 November 2008;
12 December 2008.

If a whole or part of a section has been amended, the date of the amending law appears in square brackets at the end of the section. If a whole section, paragraph or clause has been deleted, the date of the deletion appears in square brackets beside the deleted section, paragraph or clause.

*The Saeima¹ has adopted
and the President has proclaimed the following Law:*

Law on Corruption Prevention and Combating Bureau

Chapter I General Provisions

Section 1. Concept of Corruption and Purpose of this Law

- (1) Within the meaning of this Law, corruption is bribery or any other action by a public official intended to gain an unmerited benefit for himself or herself or other persons through the use of his or her position, powers thereof or by exceeding them.
- (2) The purpose of this Law is to prescribe the legal status and functioning of the Corruption Prevention and Combating Bureau (hereafter – Bureau) in order to pursue corruption prevention and combating with a complex approach, as well as to control fulfilment of the financing provisions of political organisations (parties) and associations thereof.

Section 2. Status of the Bureau

- (1) The Bureau is an institution of the State Administration under the supervision of the Cabinet, which performs the functions determined in this Law in corruption prevention and combating, as well as in controlling fulfilment of financing provisions of political organisations (parties) and associations thereof.
 - (2) The Bureau has an account at the Treasury, its own seal bearing the image of the small enhanced coat-of-arms of Latvia and the full name of the Bureau.
 - (3) The Bureau is a body performing operational activities.
- [6 March 2003]

¹ The Parliament of the Republic of Latvia

Chapter II

Structure, Officials and Staff of the Bureau

Section 3. The Structure and Board of the Bureau

(1) The Bureau is made up of the central headquarters and territorial branches; these branches do not have the status of a legal person. The structure of the Bureau is governed by the rules of procedure of the Bureau.

(2) The Director of the Bureau, his or her deputies and Heads of Divisions of the central headquarters are included in the composition of the Board. The activities of the Board of the Bureau has a consultative nature. The tasks of the Board of the Bureau shall be the following:

- 1) review priorities of the Bureau's activities;
- 2) review the draft budget of the Bureau;
- 3) review the draft co-operation agreements between the Bureau and the relevant foreign counterparts;
- 4) review other issues related to the fulfilment of functions of the Bureau if so requested by the Director of the Bureau or any member of the Board of the Bureau.

(3) The meetings of the Board of the Bureau shall be convened upon recommendation of the Director of the Bureau or a member of the Board of the Bureau. The Board shall accept recommendations by a majority of votes of all the members of the Board.

[27 January 2005]

Section 4. Director of the Bureau

(1) The Bureau is managed by the Director of the Bureau. The Director of Bureau is appointed for a term of five years and may be dismissed by the *Saeima* upon the recommendation of the Cabinet.

(2) An open competition may be announced by the Cabinet for the position of the Director of the Bureau. A person who complies with the following mandatory requirements may be nominated for the position of the Director of the Bureau:

- 1) is a citizen of Latvia;
- 2) is fluent in Latvian and at least two foreign languages;
- 3) has obtained a higher education and accumulated the work experience appropriate for the position;
- 4) has not reached the retirement age specified in the Law;
- 5) has not been punished for a criminal offence (regardless of the criminal record having been set aside or extinguished);
- 6) has not been convicted for a criminal offence, releasing from a punishment;
- 7) has not been held criminally liable except for the case when a person has been held criminally liable but the criminal proceedings had been terminated on a vindicatory basis;
- 8) is not and has not been a staff employee or a freelance employee of the Ministry of Defence of the USSR or State Security Committee of the USSR or Latvian SSR or the state security service, intelligence or counterintelligence service of the states other than the Member States of the European Union or North Atlantic Treaty Organisation, or an agent, resident or safe-house keeper;
- 9) is not and has not been a member of an organization prohibited by law or by court adjudication; and

10) complies with the requirements of this Law to receive the special permission for access to a State secret.

(3) The Director of the Bureau shall:

- 1) manage operation of the Bureau;
- 2) approve the work schedule of the Bureau for fulfilment of the functions provided for in this Law and be responsible for the performance of the functions specified for the Bureau;
- 3) convene and chair meetings of the Board of the Bureau;
- 4) be the treasurer of financial resources of the Bureau and be responsible for the use thereof;
- 5) approve the list of employees (the staff list) of the central headquarters and territorial branches of the Bureau in accordance with the available funding and determine remuneration thereof in accordance with regulatory enactments;
- 6) determine the duties, rights and tasks of the officials and staff of the central headquarters of the Bureau, as well as the duties, rights and tasks of the Heads of the territorial branches;
- 7) review complaints received from natural and legal persons regarding the actions of the officials or employees of the Bureau;
- 8) award officials and employees of the Bureau, as well as impose disciplinary punishment;
- 9) in accordance with the competence thereof, enter into co-operation agreements with the relevant foreign counterparts;
- 10) approve internal regulatory enactments governing the activities of the Bureau;
- 11) carry out appropriate administrative, technical and organisational measures in order to ensure the confidentiality of information, prevent unauthorised access to information and unauthorised change, dissemination or destruction thereof;
- 12) determine the procedures for registration, processing, storage and destruction of information received by the Bureau;
- 13) without special authorisation, represent the Bureau, issue direct orders to officials and employees of central headquarters of the Bureau and Heads of the territorial branches;
- 14) report to the Cabinet and Saeima regarding activities of the Bureau not less than once every six months;
- 15) draft and submit to the Cabinet a project for requesting necessary funding from the State budget; and
- 16) decide on the issues related to the jurisdiction of adjudication of a matter and the taking of decisions.

(4) In the absence of the Director of the Bureau his or her duties shall be performed by the Deputy Director of the Bureau.

[12 June 2003; 27 January 2005; 16 June 2005]

Section 5. Appointing and Dismissal of Bureau Officials

(1) Officials of the Bureau, who ensure fulfilment of the functions of the Bureau and are responsible thereof, are the Director of the Bureau, his or her deputies, Heads of Divisions of the central headquarters and the Heads of territorial branches, investigators and specialists.

(2) The employment legal relations of Bureau officials shall be subject to the regulatory enactments governing employment legal relations insofar as this Law does not provide otherwise.

(3) A person can be a Bureau official if he or she complies with the following mandatory requirements:

- 1) is a citizen of Latvia;
- 2) is fluent in Latvian and at least one foreign language;
- 3) has acquired higher education and accumulated the work experience appropriate for the position;
- 4) has not reached the retirement age specified in the Law;
- 5) has not been punished for a criminal offence (regardless of the criminal record having been set aside or extinguished);
- 6) has not been convicted for a criminal offence, releasing from a punishment;
- 7) has not been held criminally liable except for the case when a person has been held criminally liable but the criminal proceedings had been terminated on a vindicatory basis;
- 8) is not and has not been a staff employee or a freelance employee of the Ministry of Defence of the USSR or State Security Committee of the USSR or Latvian SSR or the state security service, intelligence or counterintelligence service of the states other than the Member States of the European Union or North Atlantic Treaty Organisation, or an agent, resident or safe-house keeper;
- 9) is not and has not been a member of an organization prohibited by law or by court adjudication;
- 10) complies with the requirements of this Law to receive the special permission for access to a State secret.

(4) Officials of the central headquarters and Heads of the territorial branches of the Bureau shall be appointed and dismissed by the Director of the Bureau.

(5) Officials of the territorial branches of the Bureau shall be appointed and dismissed by the Director of the Bureau upon the recommendation of the Head of the relevant territorial branch.

(6) Officials of the Bureau may be dismissed in the following cases:

- 1) on their own will;
- 2) due to failure to pass probation;
- 3) due to termination of a labour contract;
- 4) a person is appointed or elected to another position;
- 5) a person has joined a political organisation (party) or an association of political organisations (parties);
- 6) the retirement age specified by law has been reached, except in the cases where a reasoned decision has been taken regarding leaving a respective official of the Bureau in his or her position;
- 7) due to a liquidation of the Bureau or a position or due to reduction in the number of officials of the Bureau;
- 8) if a person has not been able to fulfil its duties due to a temporary incapacity for more than four consecutive months;
- 9) due to the coming into effect of a judgment of conviction;
- 10) if a dismissal is applied as a disciplinary sanction;
- 11) due to conscription into mandatory military service;
- 12) a person is unsuitable for the position; or
- 13) due to a person's death.

(7) In order to assess the reasons referred to in Paragraph six, Clauses 5, 8 and 12 of this Section for dismissal of the Director of the Bureau, a committee shall be established in accordance with the procedures specified by the Cabinet, which is headed by the Prosecutor General or a chief prosecutor duly authorised by him or her.

(8) If detention is applied as a detention order or criminal prosecution has been initiated against a Bureau official, the Director of the Bureau (in the case of the Director of the Bureau, the Prosecutor General) shall suspend him or her from performing of his or her duties of office and stop disbursement of salary from the date of suspension onward.

(9) If a Bureau official so suspended is found guilty by a court in committing a criminal offence, salary for the period of suspension shall not be paid and the official shall be considered dismissed as of the date of suspension. If the Bureau official is acquitted, his or her salary shall be disbursed for the period of time of the suspension, unless the release has another reason specified in this Law.

[6 March 2003; 27 January 2005; 16 June 2005]

Section 6. Hiring and Dismissal of Bureau Employees

(1) The employment legal relations of Bureau employees shall be subject to the regulatory enactments governing employment legal relations insofar as this Law does not provide otherwise.

(2) A person can be a Bureau employee if he or she complies with the following mandatory requirements:

- 1) is a citizen of Latvia;
- 2) is fluent in Latvian;
- 3) has acquired at least a secondary education and accumulated the work experience appropriate for the position;

- 4) has not reached the retirement age specified in the Law;

- 5) has not been punished for criminal offence (regardless of the criminal record having been set aside or extinguished);

- 6) has not been convicted for a criminal offence, releasing from a punishment;

- 7) has not been held criminally liable except for the case when a person has been held criminally liable but the criminal proceedings had been terminated on a vindicatory basis;

- 8) is not and has not been a staff employee or a freelance employee of the Ministry of Defence of the USSR or State Security Committee of the USSR or Latvian SSR or the state security service, intelligence or counterintelligence service of the states other than the Member States of the European Union or North Atlantic Treaty Organisation, or an agent, resident or safe-house keeper;

- 9) is not and has not been a member of an organization prohibited by law or by court adjudication;

- 10) complies with the requirements of this Law to receive the special permission for access to a State secret.

(3) Employees of the central headquarters of the Bureau are hired and dismissed by the Director of the Bureau.

(4) Employees of the territorial branches of the Bureau shall be hired and dismissed by the Director of the Bureau upon the recommendation of the Head of the relevant territorial branch.

(5) Bureau employees may be dismissed in the following cases:

- 1) on their own will;

- 2) due to failure to pass probation;

- 3) due to termination of a labour contract;

- 4) a person is appointed or elected to another position;

- 5) a person has joined a political organisation (party) or an association of political organisations (parties);

6) the retirement age specified by law has been reached, except in the cases where a reasoned order by the Director of the Bureau has been taken regarding leaving a respective employee of the Bureau in his or her position;

7) due to liquidation of the Bureau or a position or due to a reduction in the number of employees of the Bureau;

8) if a person has not been able to fulfil his or her duties due to a temporary incapacity for more than four consecutive months;

9) due to the coming into effect of a judgment of conviction;

10) if a dismissal is applied as a disciplinary sanction;

11) due to conscription into mandatory military service;

12) a person is unsuitable for the position; or

13) due to a person's death.

[27 January 2005; 16 June 2005]

Section 6.¹ Evaluation of the Activities of an Official and Employee of the Bureau and Results Thereof

(1) The Evaluation committee established by the Director of the Bureau shall evaluate the activities of an official and employee of the Bureau and results thereof not less than every other year.

(2) The procedures for evaluation of the activities of an official and employee of the Bureau and results thereof, as well as the Evaluation committee's establishment shall be determined by the Director of the Bureau.

(3) Evaluation of the activities of an official and employee of the Bureau and results thereof may be used as a basis for the decision regarding unsuitability for the position of the Bureau official and employee, regarding transfer to another position, as well as the basis for the determination of a salary.

[27 January 2005]

Chapter III Competence of the Bureau

Section 7. Functions of the Bureau to Prevent Corruption

(1) In order to prevent corruption, the Bureau shall perform the following functions:

1) develop a corruption prevention and combating strategy and draw up a national programme, which is approved by the Cabinet;

2) co-ordinate co-operation among the institutions referred to in the national programme in order to ensure implementation of the programme;

3) control implementation of the Law On Prevention of Conflict of Interest in Actions of Public Officials, as well as observance of additional limitations specified for public officials in other regulatory enactments;

4) prepare and co-ordinate projects of financial assistance by foreign countries and international authorities;

5) review complaints and submissions in accordance with the competence thereof, as well as carry out inspections proposed by the President of Latvia, the *Saeima*, the Cabinet and the Prosecutor General;

6) compile and analyse the information regarding carried out inspections, declarations submitted by public officials, any violations detected in the submission thereof and failure to observe the restrictions provided by law;

7) analyse the practice of State authorities in preventing corruption and the resolved cases of corruption, submit recommendations to the relevant Ministry and the State Chancellery for the rectification of discrepancies found;

8) develop a methodology for corruption prevention and combating in the State and local government institutions and in the private sector;

9) compile and analyse the experience of other countries in corruption prevention and combating;

10) analyse regulatory enactments and draft regulatory enactments, as well as propose to make amendments therein, submit recommendations for drafting new regulatory enactments;

11) carry out public opinion surveys and analysis;

12) educate the public in the area of the law and ethics;

13) inform the public regarding corruption development tendencies and cases of corruption resolved, as well as the measures taken in corruption prevention and combating;

14) develop and introduce a public relations strategy;

15) in accordance with the competence thereof evaluate the content and results of inspections performed by other institutions; and

16) examine the declarations of public officials within the scope specified by the Law On Prevention of Conflict of Interest in Actions of Public Officials.

(2) Provide information and recommendations regarding corruption prevention issues upon the request of the Crime and Corruption Prevention Council.

[6 March 2003; 14 November 2008]

Section 8. Functions of the Bureau in Combating Corruption

(1) In order to combat corruption, the Bureau shall perform the following functions:

1) hold public officials administratively liable and apply sanctions for administrative violations in the field of corruption prevention in the cases provided by the law;

2) carry out investigative and operational actions to discover criminal offences provided in the Criminal Law in the service of State authorities, if they are related to corruption.

(2) Other persons performing operational activities specified by the law have a duty, upon the request of the Bureau, to provide performance of measures of operational activities in a particular manner necessary for fulfilment of the functions of the Bureau.

[16 June 2005]

Section 9. Functions of the Bureau in Controlling Fulfilment of Financing Regulations by Political Organisations (Parties) and Associations Thereof

The Bureau in controlling the fulfilment of financing regulations by political organisations (parties) and associations thereof shall perform the following functions:

1) control the fulfilment of the Law On Financing of Political Organisations (Parties);

2) in cases provided by the law, charge persons at fault with administrative liability and impose appropriate sanctions;

3) perform investigation and operational activities in order to discover criminal offences as provided in the Criminal Law, if they are linked to violations of financing

regulations of political organisations (parties) and associations thereof and if, in accordance with the Law, such violations are not under the jurisdiction of national security authorities;

4) review complaints and submissions in accordance with the competence thereof, as well as carry out inspections proposed by the President of Latvia, the *Saeima*, the Cabinet and the Prosecutor General;

5) compile and analyse the prepared information regarding declarations of financial activities submitted by political organisations (parties) and associations thereof, any violations determined in the submission thereof and failure to observe the restrictions provided by the law;

6) analyse regulatory enactments and draft regulatory enactments, as well as propose to make amendments therein, submit recommendations for drafting new regulatory enactments;

7) carry out public opinion surveys and analysis;

8) educate the public in the field of financing of political organisations (parties) and associations thereof; and

9) inform the public of any violations of financing regulations of political organisations (parties) and associations thereof, as well as of measures taken in prevention thereof.

[16 June 2005]

Section 10. Rights of Officials of the Bureau

(1) A Bureau official has the right, within the competence thereof:

1) to conduct investigations as provided in the Criminal Procedure Law;

2) to perform operational activities in order to resolve and prevent criminal offences in the field of corruption and financing of political organisations (parties) and associations thereof;

3) to draw up administrative statements regarding resolved violations, review cases of administrative violations and impose administrative sanctions for violations the review of which in accordance with the Administrative Violations Code of Latvia is under the jurisdiction of the Bureau;

4) to request and receive free of charge information, documents and other material from the State administration and local government institutions, companies (undertakings), organisations, officials and other persons, regardless of the secrecy regime thereof;

5) to request and receive free of charge information from credit institutions in cases and in accordance with the procedures specified in the Law On Credit Institutions;

6) to have free access to all information stored in registered data bases, the registration of which is specified in regulatory enactments, regardless of the ownership thereof;

7) to obtain, receive, register, process, compile, analyse and store information necessary for the performance of the functions of the Bureau, the procedures for use of which shall be determined by the Director of the Bureau;

8) if certain features have been ascertained in the actions of a person evidencing to the possibility of wrongful act, to warn a person that violations of the law are unacceptable;

9) upon presenting a service certificate of identity, freely visit State administration and local government institutions, as well as manufacturing premises, warehouses, trade and other commercial premises located in the territory of Latvia owned or used by legal or natural persons;

10) if necessary in the fulfilment of corruption combating functions and financing control functions of political organisations (parties) and associations thereof, to use free of charge communication and public information facilities of State institutions, State companies

(undertakings) and State organisations, but in exceptional cases also the facilities owned by other persons. The costs of the use of communication and public information facilities owned by other persons shall be paid if so requested by the owner;

11) in emergency cases and with the consent of the vehicle driver, to use vehicles owned by companies (undertakings), institutions, organisations or private persons (except vehicles of foreign diplomatic and consular representations and representations of international organisations, as well as vehicles of special services) for proceeding to a scene of event or transportation of persons to medical treatment institution if urgent medical assistance is needed, as well as for the pursuit of persons who have committed criminal offence, and for immediate transportation of detained persons to a police department;

12) to keep and carry service or personal firearms; use firearms, as well as physical force and special means in accordance with the Law On Police;

13) to summon to the Bureau any person linked to the investigation of a case or materials, and in the event a person fails to appear without a justifiable reason after receiving such summons, bring him or her by force;

14) to demand that a person cease to violate the law and other actions interfering with the performance of their powers by officials and employees of the Bureau, as well as to use compulsory measures against such offenders;

15) to check personal documents of identification while performing corruption combating functions and control functions of financing of political organisations (parties) and associations thereof;

16) to announce and reimburse remuneration for assistance in resolution of a criminal offence and in detention of persons who have committed a criminal offence;

17) with mediation of the Prosecutor General or his or her authorised prosecutor, to pass materials of commenced criminal proceedings to another investigative institution or to take over materials of commenced criminal proceedings falling within the competence of the Bureau from another investigative institution for continuing of investigation; and

18) to arrest and convoy persons suspected or accused of committing a criminal offence in accordance with the procedures specified in regulatory enactments.

(2) The procedures for possession and carrying of firearms and special implements owned (possessed) by the Bureau shall be determined by the Director of the Bureau.

[6 March 2003; 16 December 2004; 27 January 2005 ; 16 June 2005]

Section 10.¹ Issuance and Contestation of Administrative Acts of the Bureau

(1) The Bureau shall, in implementing the functions prescribed by the law in accordance with the procedures specified in the regulatory enactments governing administrative proceedings, issue administrative acts, including administrative acts directed towards monetary payments.

(2) Administrative acts issued by the Bureau officials or actual action of the Bureau official or employee may be contested to the Director of the Bureau, but the administrative act and actual action of the Director of the Bureau – appealed to a court if it is not otherwise specified in regulatory enactments.

(3) Compulsory execution of administrative acts issued by the Bureau shall be performed by bailiffs in accordance with the procedures specified in the Civil Procedure Law and the Administrative Procedure Law.

[27 January 2005]

Section 11. Duty of Bureau Officials and Employees

(1) The duty of Bureau official and employee is to perform the office or work duties, showing personal initiative and acting in the public interests, in order to ensure proper performance of the functions of the Bureau as provided in this Law, to be responsible for his or her actions in accordance with the procedures specified in regulatory enactments and to observe the basic principles of professional ethics and behaviour specified in the Bureau's Ethics Code.

(2) In the performance of the functions referred to in Sections 7, 8 and 9 of this Law, the Bureau shall co-operate with other State and local government institutions, public organisations and foreign authorities.

[27 January 2005]

Chapter IV **Legal Defence, Social Guarantees and** **Liability of Bureau Officials and Employees**

Section 12. Legal Defence and Guarantees of Independence of Bureau Officials

(1) A Bureau official is a representative of the State authority, and any legal requests and orders he or she makes or issues in the performance of his or her office duties are mandatory for all persons. Defamation of a Bureau official, resisting a Bureau official, endangering the life or health of a Bureau official, or any action interfering with his or her performance of Office duties shall be punished in accordance with the law. A service identification document and a special badge for verification of his or her powers shall be issued to Bureau officials.

(2) A Bureau official shall not be liable for any material or physical harm caused in accordance with the powers of the Bureau to an offender failing to surrender or resisting arrest.

(3) A Bureau official shall not be charged with criminal liability in the territory of Latvia without the consent of the Prosecutor General, he or she shall not be subject to arrest (including administrative arrest), search, conveyance by force; his or her residential or office premises or personal or official vehicles shall not be subject to search or inspection. Such criminal procedural restrictions shall not apply to officials of the Bureau if they are caught committing a criminal offence, of which the Prosecutor General and Director of the Bureau shall be notified within 24 hours thereon.

[27 January 2005]

Section 13. Restrictions Regarding Officials of the Bureau

(1) Restrictions on earning of income, multiple office holding and fulfilment of work, as well as other associated restrictions and duties are prescribed by the Law On Prevention of Conflict of Interest in the Actions of Public Officials”.

(2) Along with the restrictions specified in Paragraph one of this Section, the following additional restrictions shall apply to officials of the Bureau:

1) it is prohibited to take part in the activities of political organisations (parties) and associations thereof; and

2) it is prohibited to organise strikes, demonstrations, pickets or take part therein.

Section 14. Remuneration of Bureau Officials

Remuneration of Bureau officials shall be determined by the Cabinet.

Section 15. Social Guarantees of Bureau Officials and Employees

- (1) Bureau officials and employees shall be subject to the compulsory State insurance in accordance with the procedures specified by the Cabinet.
- (2) Any losses caused to the property of a Bureau official or employee or their family as a result of the occupational activity of the Bureau official or employee shall be compensated in full from the State budget.
- (3) The procedures by which a Bureau official or employee shall submit an application for the receipt of compensation for losses to the Director of the Bureau and the procedures by which the decision regarding the granting of compensation for losses, as well as the procedures for disbursement of compensation for losses shall be determined by the Cabinet.

Section 15.¹ Retirement Pensions of Bureau Officials

The retirement pensions shall be granted to Bureau officials in accordance with the regulatory enactments which determine the procedures for granting, calculation and disbursement of retirement pensions for Bureau officials.

[27 January 2005]

Section 16. Benefit Payable in Case of Injury of a Bureau Official or Employee or in Case of a Death of a Bureau Official or Employee or a Member of Their Families

- (1) If a Bureau official or employee has been injured or crippled while performing his or her office or work duties or has sustained other harm to his or her health disabling him or her from performing his or her office or work duties, he or she shall receive a lump sum benefit in the amount specified by the Cabinet, taking into consideration the degree of loss of working ability, which shall be determined by the State Medical Commission for the Assessment of Health Condition and Working Ability.
- (2) In the event of a death of a Bureau official or employee, his or her family shall receive a lump sum benefit in the amount of a monthly salary of the deceased. If a Bureau official or employee has perished while performing his or her office or work duties, he or she shall be buried at the cost of the State and his or her family shall receive a lump sum benefit in the amount of average ten-year salary in addition to compensations specified in regulatory enactments.
- (3) A Bureau official or employee shall receive a benefit in the amount of a monthly salary in the event of the death of a family member or dependent.
- (4) Within the meaning of this Law a spouse, children, parents, grandparents, adopters and adoptees shall be considered as family members.

[27 January 2005]

Section 17. Childbirth Benefit

An official or employee of the Bureau shall receive a childbirth benefit in the amount of six-month salary. If both parents of the child work for State authorities, in regulatory enactments of which the right to receive a childbirth benefit is provided, only one of the child's parents is entitled to the benefit.

[26 October 2006]

Section 18. Benefit in Case of Removal from Office or Layoff Benefit

An official or employee of the Bureau shall receive a benefit in the amount of a monthly salary, if his or her employment relationship is terminated due to liquidation of the Bureau or office or reduction in the number of employees in the Bureau.

Section 19. Supplement for Performance of Additional Duties

A Bureau official or employee shall receive a supplement to a monthly salary for performance of the office or work duties of an absent Bureau official or employee or the office or work duties of a presently vacant position in addition to his or her direct office or work duties in the amount specified by the Cabinet.

Section 20. Supplement for Performance of Office or Work Duties in Conditions of Increased Work Intensity and Supplement for Length of Service

A Bureau official or employee shall receive a supplement to the monthly salary for performance of office or work duties in conditions of increased intensity and a supplement for length of service in the amount and in accordance with the procedures specified by the Cabinet

Section 21. Further Training and Coverage of Training Expenses

(1) The Director of the Bureau shall ensure the possibility for Bureau officials and employees to improve professional skills not less than for 45 days within a period of three years, retaining the monthly salary thereof and covering training expenses, provided the further training takes place in Latvia.

(2) The procedures for further training of Bureau officials and employees abroad and covering of expenses related thereto shall be determined by the Cabinet.

(3) If a Bureau official or employee successfully attends an educational institution in order to obtain the knowledge necessary for the performance of his or her office or work duties, while continuing to perform his or her job duties, the Bureau shall cover one half of the annual tuition fee.

(4) A Bureau official or employee who is removed from office or dismissed from work in the Bureau on his or her own free will and who has worked at the Bureau less than five years after covering of the tuition fee, shall refund the amount of tuition fee paid by the Bureau in accordance with the procedures specified by the Cabinet.

Section 22. Annual Leave

(1) Annual leave shall be granted for a Bureau official and employee each calendar year in accordance with the leave schedule.

(2) The length of such annual leave shall be five calendar weeks for a Bureau official and four calendar weeks for a Bureau employee. Full annual leave for the first year shall be granted for a Bureau official or employee after he or she has worked continually at the Bureau for at least six months.

(3) A Bureau official or employee shall receive vacation pay in the amount of a monthly salary upon leaving for his or her vacation.

(4) An additional leave shall be granted for Bureau officials and employees in cases and of a length in accordance with the procedures specified by the Cabinet.

Section 23. Study Leave

(1) If a Bureau official or employee successfully attends an educational institution in order to obtain the knowledge necessary for performance of his or her office or work duties, while continuing to perform his or her job duties, study leave of 20 working days shall be granted for taking State examinations or presentation of a graduation paper, while retaining the monthly salary.

(2) If necessary and if working conditions allow for it, a paid study leave of up to ten working days shall be granted for him or her in order to take semester examinations.

Section 24. Leave Without Pay

If necessary and if working conditions allow for it, a leave without pay shall be granted to a Bureau official or employee.

Section 25. Disciplinary Liability of Officials and Employees of the Bureau

(1) The Bureau official and employee shall be held disciplinary liable for misuse of position, exceeding of official powers, disclosure of a State secret or restricted access information, violation of a contract of employment and working procedures, failure to fulfil the professional duties or neglectful fulfilment of these duties, damage or loss of the Bureau's property, as well as for violation of the basic principles of behaviour and ethics specified in the Bureau's code of ethics, for a shameful act not compatible with the status of official or employee, and for violation of other regulatory enactments during the fulfilment of duties.

(2) The following disciplinary sanctions may be applied to the Bureau official and employee for a disciplinary offence:

- 1) a reproof;
- 2) a reprimand;
- 3) reduction of the monthly salary for a period of time of up to one year deducting up to 20 per cent from the monthly salary;
- 4) demotion in position for a period of time up to three years; or
- 5) removal from office.

(3) The Director of the Bureau shall initiate a disciplinary matter not later than one month after detection of a disciplinary offence. A disciplinary matter shall not be initiated, but the disciplinary proceedings initiated shall be terminated, if one year has passed from the day of committing the disciplinary offence.

(4) The procedures for initiation, examination and application of the disciplinary sanction shall be determined by the Director of the Bureau.

(5) The Director of the Bureau shall impose a disciplinary sanction within 10 days from the date of termination of the disciplinary inspection. A decision regarding the application of the disciplinary sanction may be appealed in court within a month from the date of the coming into effect of a decision.

(6) Holding of a Bureau official or employee as disciplinary liable shall not give a discharge from the possible civil, administrative or criminal liability.

[27 January 2005]

Transitional Provisions

1. This Law shall come into force on 1 May 2002.
2. As of 1 May 2002 the organisational measures shall be taken for commencement of the activities of the Bureau.
3. As of 1 July 2002 the Bureau shall perform the following functions:
 - 1) in corruption prevention – the functions specified in Section 7 of this Law except those provided for in Paragraph one, Clauses 3 and 6;
 - 2) in corruption combating – investigation and investigatory operations in accordance with the competence thereof; and
 - 3) controlling the fulfilment of financing regulations of political organisations (parties) and associations thereof.
4. As of 1 February 2003 the Bureau shall perform the functions specified in this Law in the full amount.
[6 March 2003]
5. Authorities, within the competence of which the functions of corruption prevention and combating, as well as the functions of controlling of fulfilment of financing regulations of political organisations (parties) and associations thereof were included up to the date of coming into effect of this Law, shall continue to perform the referred to functions until the time when they are taken over by the Bureau.
6. The Cabinet shall, within three months, issue the Cabinet Regulation referred to in this Law.
7. The requirement referred to in Section 5, Paragraph three, Clause 3 of this Law regarding higher education in respect to a Bureau official, who is appointed to the position before the date of coming into effect of this rule, shall be applicable starting from 1 January 2009. A Bureau official, who has not commenced studies at a higher educational establishment before the date of coming into effect of this rule, shall commence the studies at the higher educational establishment up to 1 October 2005 and submit a statement from the higher educational establishment regarding the commencement of studies to the Director of the Bureau. A Bureau official studying at a higher educational establishment shall submit a statement issued by the higher educational establishment regarding continuation of studies to the Director of the Bureau each year until 15 October. A Bureau official failing to commence studies at a higher educational establishment within the period of time specified in this Clause or failing to continue studies shall be dismissed from the Bureau due to non-compliance with the position held. A Bureau official is allowed to hold the position of an official of the Bureau also without a higher education if four years or less are left until reaching the retirement age specified in the law on the date of coming into effect of this rule.
[27 January 2005]
8. Section 15.¹ of this Law shall come into effect concurrently with the Law on Retirement Pensions of the Officials of Corruption Prevention and Combating Bureau.
[27 January 2005]
9. In 2009 the remuneration (salary, benefits, etc.) specified in accordance with this Law shall be determined in accordance with the Law on Remuneration of Officials and Employees of State and Local Government Authorities in 2009.
[12 December 2008]

This Law has been adopted by the *Saeima* on 18 April 2002.

President
Riga, 30 April 2002

V. Vīķe-Freiberga