



MŪSU IZGLĪTĪBA – JŪSU DROŠĪBA!

STUDY DIRECTION
“INTERNAL SECURITY AND CIVIL PROTECTION”

**Short-cycle higher vocational study programme
“Police work”**

INCLUSION IN STUDY DIRECTION ACCREDITATION FORM

Rīga, 2022

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INTRODUCTION

The short-cycle higher vocational study programme “Police work” of the State Police College (hereinafter – the College) was licensed on February 10, 2021, and the license No. 041028 was issued.

In January 2023 the short-cycle higher vocational study programme “Police work” was submitted for inclusion in the study direction accreditation form.

On October 25, 2022, the Ministry of the Interior, the University of Latvia (hereinafter – the LU), Riga Stradiņš University (hereinafter – the RSU) and the College concluded the agreement establishing the Consortium “Internal Security Academy”, which states that in order to provide for the implementation of the professional training of the officials of the system institutions of the Ministry of the Interior and other law enforcement agencies of the Republic of Latvia, to promote the renewal of staff, to provide the opportunity for quality lifelong learning and develop scientific research in the field of internal security, the parties confirm their joint determination to establish the consortium “Internal Security Academy” (hereinafter – the Consortium IDA). According to point 2.3 of the Consortium IDA, higher education institutions by mutual agreement must develop and license six study programmes (funded from the state budget) and start their implementation from September 1, 2023. The competence of the College is to develop and license the short-cycle higher vocational study programme “Police work” (LQF – 5). According to the point 10¹ of the Section 1 of the Vocational Education Law, short-cycle higher vocational education is a higher-level vocational education which provides the possibility to obtain the fifth level professional qualification, and short-cycle higher vocational education is part of the first-cycle higher vocational education. The College implements work-based learning. Already on August 14, 2020, the College concluded a cooperation agreement with the RSU, according to which both educational institutions undertake to compare study programmes and cooperate in improving the study courses of the professional bachelor's study programme “Police Work” of the RSU in order to ensure a high-quality continuation of the study process for graduates of the College who have acquired the short-cycle higher vocational education programme “Police Work”.

Taking into account the agreement concluded in the Consortium IDA, the LU, the RSU and the College started the development and submission of new educational programmes of the Consortium IDA for licensing, so that on September 1, 2023 studies could be started within the Consortium IDA. In the framework of the Consortium IDA, the College is developing a short-cycle higher vocational study programme “Police Work”, providing for the continuity of the study process in the first cycle higher professional study programme “Police Work” implemented by the RSU.

In order to ensure the fulfilment of the conditions of the Consortium IDA, in accordance with the decision of the 2nd session of the Strategic Supervisory Board of the Consortium IDA, a working group on development of the draft of the short-cycle higher vocational study programme “Police work” (hereinafter – the study

programme), which included representatives of both the employer – the State Police, and the RSU as the implementer of continuing study programme, was established.

Taking into account the fact that the short-cycle higher vocational study programme “Police work” has already been licensed in 2021 and in January 2023 was submitted for inclusion in the study direction accreditation form, in which the admission requirements and internal quality control measures were already discussed, it is not necessary to indicate them again.

I. INFORMATION ON STUDY DIRECTION

After evaluating the resources available at the College for implementation of the study direction “Internal Security and Civil Protection”, it can be concluded that the academic staff of the College, who are also leading professionals in the field of police work in Latvia, are involved by the College in the implementation of the study direction “Internal Security and Civil Protection”. When evaluating the status of academic staff involved in the implementation of the study direction, it can be concluded that a large part of the educators involved have acquired higher education at Latvian Police Academy and their professional experience is related to work in law enforcement institutions, including the police, as well as scientific research is related to criminal and police-related issues. Therefore, it can be concluded that the qualification of the educators involved in the implementation of the study direction meets the needs of the implementation of the study direction “Internal Security and Civil Protection”. The study direction of the College is implemented in the College, Ezermalas Street 10, Riga, which has premises and facilities available, including special premises for conducting classified study courses, for the implementation of the study direction “Internal Security and Civil Protection”. The Ministry of the Interior, the competence of which corresponds to the study direction, indicates that the opening of the study direction with the licensing and accreditation of the study programme conforms to the development planning documents of the field of internal affairs and the current developments in the preparation of junior officers of the State Police. Educating of the officers of the State Police at various levels of educational qualification has been taking place at the College since 2016.

II. DESCRIPTION OF THE STUDY PROGRAMME

In accordance with the study direction accreditation form No. 31 of the Ministry of Education and Science the College implements the accredited study direction “Internal Security and Civil Protection” and one short-cycle higher vocational education programme “Police work” corresponding to the study direction, education classification code – 41 861, form of acquisition of education: full-time studies and part-time correspondence studies, professional qualification to be obtained: “Junior officer of State Police”.

The education programme has been developed in accordance with profession standard “Junior officer of State Police”, profession code 3355 39, approved by the Cabinet Regulation No. 264 of May 23, 2017 “Regulations on the Classifier of Professions, Basic Tasks corresponding to the Profession and Basic Qualification Requirements”.

The duration of studies depends on a student’s previous education. Persons with general secondary education or vocational secondary education must acquire the study programme in the amount of 100 credit points – the duration of the full-time study programme is 2.5 years (5 semesters) and 3 study years (6 semesters) for the part-time correspondence studies. Meanwhile, persons with general secondary education or vocational secondary education who have acquired vocational education programme “Police Work” at the College and who have been awarded the second level vocational qualification “Junior Inspector of State Police” (or which have received this professional qualification after the assessment of professional competence acquired outside of the formal education system) the study programme is implemented in the amount of 80 credit points – the duration of the full-time study programme is 2 years (4 semesters) and 2.5 study years (5 semesters) for the part-time correspondence studies.

The study programme provides for two stages of practice, which is carried out in the structural units of the State Police. Within the study programme “Police work” the study courses have been developed in accordance with the peculiarities of police work and the requirements established by laws and regulations. The development of the new study programme has been performed in accordance with the latest political planning documents and the conceptual guidelines for the development of the sector. The study courses, which are intended to be implemented in the training of police officers, are completely focused on the acquisition of police competencies in terms of content. Highly qualified specialists from various structural units of the State Police, as well as educators from Riga Stradiņš University and University of Latvia are involved in the studies. Long-term, constructive and practical cooperation has been established between Riga Stradiņš University, the Ministry of the Interior and the State Police, which is the basis for the successful implementation of the study programme.

The study programme is implemented in Latvian in the College.

2.1. Parameters describing the study programme

Name of the study programme	Policijas darbs
Name of the study programme in English	Police work
Study programme code	41861
Type of study programme	Short-cycle higher vocational education (college education)
Qualification level to be obtained (LQF/EQF)	The fifth professional qualification level
Scope of the programme	80 CP/100 CP (120 ECTS/150 ECTS)

Type of implementation of studies and form of acquisition of education				
Type of studies		Full-time studies / Part-time studies		
Form of acquisition of education		On-site studies / correspondence studies		
Form of implementation of programme and type		Duration in years	Credit points	Language
For persons with secondary education	Full-time studies	2 years and 6 months	100 credit points (150 ECTS)	Latvian
	Part-time correspondence studies	3 years		
For persons with the qualification of Junior Inspector of State Police	Full-time studies	2 years	80 credit points (120 ECTS)	Latvian
	Part-time correspondence studies	2 years and 6 months		
Admission requirements				
For enrolment in the 100 credit point programme		General secondary education		
For enrolment in the 80 credit point programme		General secondary education and at least third-level vocational qualification (qualification – Junior Inspector of State Police)		
Professional qualification to be granted				
Junior officer of State police				
Place of implementation of the educational programme				
State Police College, Ezermalas Street 10, Riga; Ezermalas Street 10A, Riga; Ezermalas Street 10B, Riga; Ezermalas Street 10C, Riga; Ezermalas Street 10D, Riga, LV-1014, Latvia				
Profession Standard				
Profession standard “Junior officer of State Police”, profession code 3355 39, approved by the Cabinet Regulation No. 264 of May 23, 2017 “Regulations on the Classifier of Professions, Basic Tasks corresponding to the Profession and Basic Qualification Requirements”				
Information on accreditation of the study direction and licensing of the study programme*				
Accreditation of the study direction		*Information will be entered after the accreditation of the study direction		
Licensing of the study programme		10.02.2021.		

2.2. Aims, objectives and study outcomes of the study programme

The aim of the study programme is to provide high-quality professional education based on the good practice of practical police work, as a result of which students acquire the knowledge, skills and competences necessary for the fifth professional qualification level “Junior officer of State Police”, which enables them to carry out professional duties, including to effectively and efficiently execute crime prevention, police response and crime investigation by combating crime and protecting the rights and legitimate interests of individuals.

Objectives of the study programme

1. To prepare qualified junior officers of State Police, ensuring practical training of students for work in the profession in accordance with the requirements of

the sector of internal affairs, the technological development of current times, as well as demographics, immigration, globalisation of crime and other factors which affect the criminality and determine the crime trends.

2. To ensure the acquisition of the fifth professional qualification level in accordance with the professional standard of junior officer of State Police.
3. To optimise studies in accordance with the requirements of the State Police, perspectives of police development, contemporary requirements, as well as in line with the State standard for the first-level higher vocational education and the criteria of high-quality vocational education.
4. To introduce and implement a competence-based study programme suitable for both persons with secondary education and persons which have previously obtained vocational qualification in the field of police work.
5. To introduce new, high-quality curriculum and approaches to professional police education. To offer contemporary, high-quality and balanced studies to ensure the acquisition of theoretical, research and practical skills. To ensure effective and high-quality education.
6. To provide students with comprehensive knowledge, to develop analytical, presentation and argumentation skills and abilities necessary for police work, to improve communication and co-operation skills, self-assessment, independent action and decision-making, information acquisition and processing skills, the ability to think in a creative and critical manner and analyse the problems of the field, to promote the formation of attitudes and understanding of values, as well as to promote practical work skills necessary for the professional activity, growth and further education of junior officer of State police.
7. To increase the level of students' interest and satisfaction with the studies and the chosen profession, as well as the satisfaction of employers with the trained junior police officers.
8. To promote the comprehensive development and the formation of a socially responsible personality so that the knowledge, skills and attitudes acquired during the studies correspond to the basic principles of the quality of education and form a solid basis for further studies, professional development and research.
9. To strengthen the prestige of the educational institution and increase accessibility.
10. To stimulate excellence in studies and research.

Study outcomes

1. Have acquired the general and professional knowledge, skills, attitudes and competence required for the professional qualification requirements of the junior officer of State Police.
2. Are able to efficiently carry out the basic tasks and responsibilities of the professional activity corresponding to the profession of a police officer (positions assigned to junior officers of State Police), including:

- 2.1. to perform functions of ensuring public order and security, of monitoring and control of traffic, to act in cases of domestic violence;
 - 2.2. to independently plan, organise and implement general and individual prevention, to perform the identification of risks in the serviced territory, to respond to information and to take preventive measures to prevent offences;
 - 2.3. in the cases and in accordance with the procedures provided by law, to deliver offenders to a police institution, to inspect them, to seize and inspect property and documents, to administratively detain offenders and to take other measures prescribed by law to ensure the administrative offence procedure;
 - 2.4. to escort and guard detained, arrested and convicted persons, to place detained persons in specially equipped premises;
 - 2.5. to investigate criminal offences, execute court rulings, decisions of the prosecutor and instructions related to the performance of search and investigation actions, as well as ensure the participation of forensic specialists in investigative actions in line with specified procedures;
 - 2.6. to perform examination and research of material evidence at the site of incident, to preserve and remove material evidence, to determine expert examinations and issues to be resolved in expert examinations, as well as to analyse the obtained results;
 - 2.7. to take measures of criminal investigation and operative actions, as well as the necessary operative searches and other measures prescribed by law in order to detect, stop and prevent criminal offences, identify and search for persons who have committed thereof or who are hiding from investigation and court, evading the serving of a criminal sentence or are missing;
 - 2.8. to take measures for the control of the circulation of weapons, ammunition, special means, pyrotechnic articles, explosives intended for civil purposes and explosive devices;
 - 2.9. to use information systems, including obtaining information from the European Union, international systems and databases, as well as to use information technologies for the performance of professional activities, to co-operate with legal and natural persons at the national level, foreign law enforcement institutions and international organisations in the field of police competence;
 - 2.10. to observe discipline of the service, the principles of ethics and conduct of a police officer, as well as to use the basic elements of drill in the State Police.
3. A student is able to continue studies in the first cycle professional higher study programme “Police work” and obtain the professional qualification of a senior officer of State Police (sixth-level vocational qualification).

As a result of acquiring the study programme and in accordance with the study outcomes specified in the European Qualifications Framework (EQF) and the Latvian Qualifications Framework (LQF) for the fifth level, students are able to:

- to demonstrate general theoretical and specialised knowledge in the field of combating crime, ensuring public order and security, protection of individual rights and legitimate interests, as well as being aware of the limits of this knowledge;
- to analytically understand and apply legal norms, to use critical thinking to solve integrated problems in planning, analysis and control of results of police work, to independently prepare proposals for problem solving, as well as to demonstrate a comprehensive set of cognitive and practical skills to find creative solutions to abstract problems;
- to independently organise his or her work, demonstrate knowledge, understanding, professional approach in the performance of duties, act responsibly and autonomously, to perform management and supervision in relation to such police work activities where unpredictable changes are possible, as well as to review and improve his or her own performance and the performance of others;
- to demonstrate comprehensive and specialised knowledge and understanding of facts, theories, regularities and technologies relevant to the professional field of police work;
- based on an analytical approach, to perform practical tasks for a junior officer of State Police in a specific position;
- to find creative solutions to professional problems;
- to discuss and argue practical issues and solutions in the field of police work with clients, colleagues and management;
- to continue studies with an appropriate degree of independence, improving his or her competence;
- to evaluate and improve his or her actions own and the actions of others, to work in co-operation with others, to plan and organise work in order to perform the tasks specified for a junior officer of State Police;
- to perform or supervise such work activities in which unpredictable changes are possible;
- to formulate, describe and analyse practical problems in police work, to select the necessary information and use it to solve clearly defined problems, to participate in the development of the field of activity of the police;
- to understand the place of the profession in a wider social context.

III. TOPICALITY OF THE STUDY PROGRAMME

Study courses in the study programme “Police work” are designed in accordance with the specifics of police work and the requirements laid down in laws and regulations. The content of the study courses is completely focused on the

acquisition of police work competencies. The study programme was developed in accordance with the requirements of the State Police, suitable for persons after the acquisition of secondary education, in conformity with the State vocational education standard, profession standard, structural reforms planned by the State Police and contemporary requirements, as well as creates an opportunity for students to continue their studies in the first cycle professional higher study programme “Police Work” at Riga Stradiņš University.

It should also be emphasized that the College implements not only the study programme, but also a vocational education programme, professional development and adult non-formal education programmes to prepare police officers for service in the State Police, including the fact that the College is closely related to the State Police in its activities, which is subject to and executes the order of the State police within the framework of study/education programme implementation, which significantly distinguishes the College from other state colleges in this respect.

In accordance with the basic directions of activity of the College specified in the By-Laws of the College, the educational programmes of the College, including professional continuing education, professional development and adult non-formal education programmes for police officers, are developed in cooperation with the State Police. In cooperation with the State Police the content and methods of the examination are developed, and qualification examinations for students are organized. Practice takes place in the structural units of the State Police. In addition, one of the tasks of the College is to provide theoretical, practical and methodological assistance to the structural units of the State Police, as well as to participate in the performance of tasks delegated to the State Police in accordance with the procedures specified by the Chief of the State Police. Consequently, the operational strategy of the College is closely related to the activities and development directions of the State Police. The development of the operation of the College is planned in several planning documents, such as the Action Plan for the Development of Vocational Education for Officials with Special Service Ranks Working in Institutions of the System of the Ministry of the Interior for 2022-2025 (Order No.1-12/1450 of the Ministry of the Interior of October 28, 2022), the State Police Development Concept (Cabinet Order No.248 of April 16, 2016), the State Police Operational Strategy and other planning and self-assessment documents.

In the short-cycle higher vocational education programme “Police work” an average of 213 cadets study in full-time on-site studies per year, while 265 students (State police officials with special rank) study the part-time correspondence studies per year.

Taking into account the number of state-funded study places, up to now it is planned to admit 150 full-time students and 100 part-time students every year for studies in the short-cycle higher vocational education program “Police Work”.

The study programme is intended to be implemented in full-time on-site and part-time correspondence studies. Full-time and part-time study programmes are identical in terms of the number, content and volume (credit points) of study courses.

The graduates of the College are guaranteed a position (a workplace) in the State Police.

Based on the fulfilment of the tasks specified in the agreement establishing the consortium “Internal Security Academy” of October 25, 2022, the licensed study programme of the College was revised without significantly changing the content, however, the changes had a significant impact on the amount of credit points in study courses, as well as on the placement of topics in them.

Statistical data on students since the beginning studying in the study programme is reflected in Annex No.1.

The compliance of the study programme with the state education standard is reflected in Annex No.2.

Compliance of the study programme with the profession standard is reflected in Annex No.3.

IV. RESOURCES AND PROVISION

In order to ensure the study process the College uses its classrooms and computer classes, as well as specially equipped premises for practical classes – premises at the disposal of the College in the administrative building (Ezermalas Street 10, Riga), study building (Ezermalas Street 10B, Riga), lecture hall building (Ezermalas Street 10A, Riga), in the professional training ground (“laboratory” building, Ezermalas Street 10D, Riga), as well as in the conference hall building (Ezermalas Street 10C, Riga). Meanwhile, the infrastructure and material and technical support of the State Police are used for the implementation of qualification practice. In the territory of the College, students have access to a dormitory (Ezermalas Street 8, Riga), which is managed by the Provision State Agency of the Ministry of the Interior.

For the implementation of the study programme, the College is equipped with three computer classes (25 work stations are fully equipped in each computer class), 19 classrooms (20 to 30 students per class, three lecture halls (100 to 120 students per lecture hall), conference hall (120 students), small conference hall (60 students), a virtual 3D XVR simulation classroom, which is equipped with high-power computers and peripherals that allow the use of interactive 3D XVR virtual simulation training software in the study process. There is an interactive video shooting room, forensic science laboratory, which is equipped with special dactyloscopic tables and tools and special equipment for working with special forensic materials and other study or administrative premises, a total of 11 983.7 m². To ensure the study process the classrooms are equipped with the necessary material and technical equipment: audio (sound system compatible with a computer processor), video (large screen TVs or projectors connected to a computer processor

and sound system), computer equipment (monitors, processors), interactive whiteboards, magnetic or classic blackboards, as well as other types of equipment required for the acquisition of the field-specific subjects. The students can access the information systems of the State Police and the Information Centre of the Ministry of the Interior (their test and learning environment) in the computer classes. Practical classes in some study courses or on particular topics are implemented in specially adapted classrooms or in the building provided to the College at Ezermalas Street 10D, Riga, where a vocational training ground (hereinafter – the training ground) has been established, which is gradually being improved. The training ground is used to prepare students for professional police tactical operations, including search of buildings and premises and detention of persons, detention of armed persons, use of weapons, special means, radio and other equipment, search, escort of detained persons and placement of detained persons in temporary places of detention, guarding and handling in emergency situations, situations of unmotivated aggression with human victims (Amok), in police work at the site of incident and in other situations frequently encountered in police work, in practical forensics, as well as in the use of service dogs. On the second floor of the training ground, several tactical module rooms have been established, in which a special iron door stand for tactical breaking-in has also been installed. The rooms are equipped with special opaque blinds, light and sound equipment with additional elements for stress resistance exercises. Movable modules - labyrinths – have been created: with the help of transformable screens, ropes and curtains, the premises can be transformed, creating different types of labyrinths. A training room has been established, equipped with a system unit (computer, monitor, sound amplifier, speakers), projector and video system. Video and sound recording systems have been installed in the hall of the second floor and in some rooms, as well as in the backup staircase, which are connected to the system block in the briefing and lesson management room, which allows one to observe students' activities as they perform practical tasks, analyse their errors, thus improving the learning process. Various items of equipment have been purchased to improve the quality of training (simulation pistols, tactical belts, tactical protective clothing, face masks, etc.). Folding chairs for the briefing auditorium, wall cards, as well as a washing machine and tumble dryer have been purchased as well. A training environment for the use of service dogs has been set up on the first and second floors of the training ground. There is also a storage room on the second floor (for storage of materials, inventory). On the second floor there is also a forensics laboratory equipped with specialized dactyloscopic tables and tools, as well as specialized equipment for working with magnetic dactyloscopic powders for fixing and recovery of traces and prints established. A simulation room of a temporary place of detention has been installed in the premises of the third floor of the training ground. There are rooms simulating public spaces and living rooms (equipped kitchen, bar, study), where practical classes in forensic technology, tactics and methodology are implemented, developing students' skills in inspecting the site of incident, inspecting and removing objects, detecting and recording traces, as well as in other investigative actions. An interactive shooting range has been set up on

the fourth floor of the training ground, where a shooting simulator software provides a video projection and allows students to play the situation “shoot / not shoot” using a laser pistol or Glock simulation weapons. The Use of Firearms course also uses the shooting simulator "Scatt", which is located in the auditorium of the study building. The shooting range of the Health and Sport Centre of Ministry of the Interior at Klusā Street 12, Riga, as well as the shooting range of the National Armed Forces Training Command at Ezermalas Street 6F, Riga, as well as the shooting range of the Administrative Unit of the Patrol Police Department of the Public Order Police Department of Riga Regional Department of the State Police at Ezermalas Street 8a, Riga, are also used for practical training in the use of firearms. Firearms, ammunition, non-lethal training ammunition (simulation) weapons, special means, radio stations and other technical means used in police work, as well as various tactical and protective equipment, including simulation protective suit sets, shoulder or helmet mounted cameras, close combat protective suits, audio systems, sound amplifiers, beacons, portable interlocking cover modules, dog training simulators at the disposal of the College are used in practical training. For first aid training, appropriate equipment is used, including an infant manikin and adult resuscitation manikin with computer connection, training automatic external defibrillator, breathing masks and respiratory protective filters, motorcycle helmet, gauze bandages, bandages, elastic bandages, disposable gloves, fast-acting surface disinfectant and other necessary minimum medical materials and equipment for the provision of first aid training. Three marked and equipped cars are also used in practical classes, and other vehicles of the College are also used for some training scenarios. For practical classes in general and professional physical training, the College uses its sports complex, which includes a sports hall, two close combat halls, as well as a gym, a stadium with a football field and a 250-meter long running track. For professional physical training fitness equipment, weight balls, boxing bags and equipment, close combat mannequins and equipment, handcuffs, pistol and knife models, telescopic batons, kimonos, as well as sports equipment, etc. are used.

Since 2022, a 3D virtual simulation classroom has been established in the College, which is equipped with high-power computers, in which the XVR simulation training programme has been installed. It is intended for the development of students' skills in police tactics, police response, going to the scene, inspecting the scene, in recovery of prints and traces, and seizure of objects. In the classroom the computer equipment is supplemented with virtual reality glasses, a controller that enables the use of XVR software in a moving mode, playing out various training scenarios. The classroom is also equipped with monitors and large screens.

The infrastructure used for the implementation of study programmes is available to students and teachers. The material and technical equipment necessary for the implementation of the study programme is updated and improved. The necessary material and technical support and financing are included in the purchase plans of the College for each calendar year. Financial resources are allocated from the funding granted to the State Police. The armament necessary for the provision of the study process is received from the State Police and the Provision State Agency

of the Ministry of the Interior in accordance with the established procedure and to the required extent. The study environment for practical classes is improved every year. In the territory of Ezermalas Street 10, Riga, where the College is located, an access pass regime determined by the Provision State Agency of the Ministry of the Interior has been established, while the College access pass regime and visitor reception procedure is ensured in accordance with the requirements of Internal Regulation No.1 of the College of January 23, 2015 “Regulation on the Access Pass Regime in the State Police College Building in Riga, Ezermalas Street 8a” and the Internal Regulation No.27 of the College of September 5, 2014 “Regulation on the Organisation of the Work of the State Police College Duty Officers”. In addition, the College carries out video surveillance of both the outer perimeter and the interior to a certain extent.

In order to digitise and automate the administration of formal and non-formal educational activities (planning, organisation, analysis, control and monitoring of educational processes and related activities, as well as accounting of pedagogical workload, provision of distance learning), the College has introduced an educational process administration information system (IPAS), which is available to students at a certain user access level. IPAS is linked to the e-learning environment of the College created in the learning management system “Moodle”. E-learning environment is used in the study process.

At the end of 2022 27 240 printed works were listed in the library collection of the College library. According to the specialisation of the College the main part of the collection consists of branches of science: legal sciences 17 352 (64%), police work 2 864 (19%), psychology, weapons, their types, K9, linguistics, sports. To 2022 all the most important monographs of the publishing house “Tiesu namu aģentūra” and the first publications on law of the largest Latvian publishing houses were acquired. In order to ensure fast and convenient search for the necessary publications not only on-site, but also by using the electronic catalogue, the classification of sectors has been improved and developed in accordance with the international standard. Recataloguing of printed works has been completed, including the entry of data into the electronic catalogue, achieving a 100% coverage of the content of the collection in the electronic system. E-borrowing options for printed works have been activated – each student, when registered in the library, receives a card indicating the access path to the authorised system “My Library” and an individual code for using the system. In 2022, subscriptions to the databases “Lursoft” and “News.lv” were acquired, two of the free databases of “Heinonline” are permanently available in the Library: “Gun Regulation and Legislation in America”, “Slavery in America and the World: History, Culture & Law Subscriptions”. The library provides students with basic services (borrowing books and other information resources, access to publications in the reading room, using computers, the Internet, open access databases and electronic catalogue) and paid services (copying and printing). A new multifunctional device has been purchased, which provides a self-service option for storing information in a flash disk or sending

it to e-mail. The special library provides access to the collection and services, and necessary procedures for the formation of special permits for access to official secret are carried out as well.

The academic staff of the College currently consists of docents and lecturers, and one assistant (the Latgale branch of the College). The College provides for 49 (previously (by licensing the educational programme) 45) full-time positions of academic staff (9 (previously 8) with special service ranks and 40 (previously 37) on the basis of an employment contract), of which: 11 docents (previously 16), 28 lecturers (previously 25) and 1 assistant. Some teaching staff positions are divided, and one full-time position is occupied by two part-time teachers. This means that the number of teachers is higher than the number of staff positions. The study programme is ensured by 46 (previously 50) representatives of the academic staff, who are employed on the basis of an employment contract, and five (previously three) officials with special service ranks (2 docents and three (previously one) lecturers). Of these 26 (previously 30) educators, 12 (previously 11) docents, 14 (previously 17) lecturers, 1 assistant are elected, 23 educators (previously 20) are appointed. Five teachers are employed in the Latgale branch of the College. Eight academic staff positions are vacant, while eight representatives of the general staff of the College are employed as teachers in addition to their direct duties, providing students with professional experience and competencies acquired in the service of the State Police. In addition to the academic staff of the College, one –two guest lecturers are involved in the implementation of studies.

The level of education for all teachers complies with the requirements specified in Law on Higher Education Institutions. Five representatives of the academic staff have a doctoral degree; 42 representatives of the academic staff have a master's degree. Teachers have not only the necessary education, but also professional work experience in the State Police, Prosecution Office and other law enforcement institutions. The qualification of teachers meets the requirements for the implementation of the study programme.

Applicants to the positions of academic staff of the College are selected by holding an open competition in accordance with Law on Higher Education Institutions, or in certain cases they are appointed for up to two years without holding a competition, taking into account the applicant's compliance with the requirements necessary for the performance of professional duties: education in the relevant field, professional experience in the relevant field, knowledge of foreign languages and other criteria, in line with the requirements of laws and regulations. The academic staff ensures the implementation of the study programme in accordance with the professional duties provided for in their job descriptions, as well as in accordance with the study programme, the determined division of topics and teachers' workload, as well as in accordance with study regulations and other laws and regulations.

Taking into account the basic idea of the Consortium of Internal Security Academy (in Latvian IDA) – mutual involvement of teaching staff in the implementation of the study programmes developed within the framework of this

agreement, in addition to the resources of the academic staff of the College, representatives of both the University of Latvia and Riga Stradiņš University will be involved in the implementation of the short-cycle professional higher study programme “Police work” of the College. The academic staff of the University of Latvia and Riga Stradiņš University will be involved in the supervision and review of qualification papers, in the commissions for the defence of qualification exams and qualification practice, in the implementation of individual legal science study courses, for example, J. Ziverts (RSU) will be involved in the development and implementation of the study course “Data processing and protection” , I.Kronis – study course “Fundamentals of Civil Law and Civil Procedure Law”.

Pursuant to Section 7, part 2² of the Law on Higher Education Institutions the Cabinet shall determine the procedures for financing the colleges within the system of the Ministry of the Interior and self-management of students studying therein and for the determination of remuneration for the academic staff thereof (except for the officials with special service ranks). The Cabinet Regulations No.690 “Regulations for Financing Colleges of the Ministry of the Interior” of October 25, 2016 (hereinafter - The Cabinet Regulations No.690 of 25.10.2016) determine the procedure for financing colleges in the system of the Ministry of the Interior, the procedure for financing self-management of students and for the determination of remuneration for the academic staff (except for the officials with special service ranks). The Cabinet Regulations No.690 of 25.10.2016 shall be implemented within the framework of the state budget funds allocated to the Ministry of the Interior for the relevant financial year. According to the Cabinet Regulations No.690 of 25.10.2016 the financial resources of the College consist of:

- 1) a part of the grant from the general revenue allocated to the Ministry of the Interior for combating crime, protection of public order and security, protection of personal rights and legitimate interests, state border security, fire safety, firefighting, rescue and civil protection, in such amount to cover expenses of the colleges related to the remuneration of staff (including students), the implementation of vocational education programmes and in-service training courses, research, funding of self-management of students, implementation of other functions and tasks provided for in the relevant regulations of the colleges, and implementation of projects and activities co-financed and financed by European Union policy instruments;
- 2) income from paid services provided by the College in accordance with the price list of paid services provided by the College (Cabinet Regulation No.256 of May 3, 2018), the price list of paid services of vocational education institutions and examination centres (Cabinet Regulation No.791 of September 10, 2013) and other own revenues;
- 3) foreign financial assistance for the implementation of certain measures;
- 4) transfers for the implementation of certain measures;
- 5) donations and gifts.

The financial resources and expenditures of the College are planned from the budget programmes (06.01 “State Police”, 70.00 “Implementation of Projects and Measures of Other European Union Policy Instruments”, 69.07 “Implementation of Projects and Measures of Cross-Border Co-operation programmes (2014-2020)”). Expenditures and resources to cover expenses are planned in accordance with laws and regulations in the field of budget expenditure planning.

Expenses related to the activities of the College are also covered by other institutions of the system of the Ministry of the Interior in accordance with their functions and tasks from the respective budget programmes (sub-programmes) administered by them (for example, expenses related to information and communication technologies, maintenance and management of buildings and premises, purchase of uniforms and armaments).

The implementation of the study programme of the College is financed from the state budget. Full-time students are officials with special service ranks who hold the position of a cadet. Cadets are remunerated (no scholarship is awarded). The remuneration of teachers of the College who are officials with special service ranks is determined in accordance with the laws and regulations on the remuneration of officials with special service ranks, and not in accordance with the regulations on the remuneration of teachers, and in addition, specific social guarantees and different leave duration is determined as well. The College buildings are maintained and managed by an institution specifically established for the management of real estate of the Ministry of the Interior – the Provision State Agency, which covers the relevant expenses. The field of information technology and communications is also centralised within the Ministry of the Interior, and resources, including financial resources, are managed by the Information Centre of the Ministry of the Interior. The supply of uniforms and materials of specific use necessary for the implementation of the study programme, as well as inventory is provided to the College by the State Police and the Provision State Agency.

The base cost of a study place in the College per student is determined by the Ministry of Education and Science in accordance with the Cabinet Regulation No.257 of March 16, 2010 “Regulations on the Procedure by Which Officials With Special Service Ranks Working in Institutions of the System of the Ministry of the Interior and the Prisons Administration are Sent for Acquisition of Education, as well as the Procedure for Covering and Reimbursing Study Expenditures” (hereinafter – Cabinet Regulation No.257 of 16.03.2010). In 2022, the Ministry of Education and Science determined that the cost base of a study place in 2022 is EUR 1630,11 (full-time studies) and EUR 1222,58 (part-time studies). Based on Cabinet Regulation No.257 of 16.03.2010, the cost base of a study place per part-time student in part-time correspondence studies is estimated at approximately 75% of the determined cost base.

The teaching staff involved in the implementation of the study programme is reflected in Annex No.4.

Information about the international cooperation and incoming and outgoing mobility of teaching staff of the College during the reporting period is reflected in Annex No.5.

V. IMPLEMENTATION OF RECOMMENDATIONS RECEIVED IN THE LICENSING OF THE STUDY PROGRAMME

The College received five short-term recommendations and four long-term recommendations. In order to implement the recommendations, based on the opinion of the Study Programme Evaluation Expert Commission approved by the Academic Information Centre, the College approved the plan for the implementation of the recommendations of the expert commission for the licensing of the short-cycle higher vocational education programme “Police Work” (Order No. 80 of 08.02.2021 issued by the College), the responsible structural units were determined in the plan, in which they were instructed to ensure the execution of the tasks specified in the plan within the specified period. Heads of structural units had to submit a report on the performance of the tasks specified in the plan by the fifth date of each month. If the recommendation could not be implemented within the time limit specified in the plan, an explanation had to be submitted to the director of the College in a timely manner about the reasons preventing the implementation of the recommendation, as well as reasoned proposals for further ensuring the implementation of the recommendation and extending the implementation deadline. The control of the implementation of the plan was ensured by the deputy director of the College (for studies and training).

An overview of the implementation of expert recommendations is reflected in Annex No.6.

The introduced changes compared to the licensed study programme are reflected in Annex No.7.

The College confirms that the situation has not changed since licensing in the following positions:

1. The College guarantees compensation for losses to students if the study programme is not accredited due to the action (action or inaction) of the institution of higher education or college or the license of the study programme is revoked and the student does not want to continue his or her studies in another study programme;
2. Students of the College will be provided with opportunities to continue their education at Riga Stradiņš University;
3. sample of the diploma to be issued;
4. sample of the study contract.

Director of the College

D.Homenko

THIS DOCUMENT IS SIGNED WITH A SECURE ELECTRONIC SIGNATURE AND
CONTAINS A TIME STAMP