MINISTRY OF DEFENCE
REPUBLIC OF LATVIA

NATIONAL DEFENCE SERVICE (NDS) SELECTION PROCESS

VOLUNTEER

Latvian citizens – men and women from 17 (provided they will reach the age of 18 not later than 6 months before the planned service) and up until reaching 27 years of age – may apply for the NDS on a voluntary basis.

APPLICATION FORM

Application form is available at klustikaravirs.lv in the section "National Defence Service". When filling out the form, pay attention to the contact information and communication channels you provide. After filling out the form you will see an automatic prompt confirming that the form has been received.

RANDOM SELECTION

You can check if you've been randomly selected for National Defence Service in the website klustikaravirs.lv, using Smart-ID, eParaksts or eParaksts mobile as an authentication form.

Initial data processing from information systems maintained by state institutions to form a selection basket.

Random selection is carried out only if it is expected that the number of voluntary applicants will not be sufficient to complete the draft.

VERIFICATION OF DATA PROVIDED IN THE APPLICATION FORM, ASSESSMENT OF COMPLIANCE WITH THE SERVICE

During this selection stage, your eligibility will be checked: age, citizenship, education, criminal record, etc.

DRAFT

HEALTH ASSESSMENT

To schedule a health check, selection specialists will contact you by calling the phone number provided in the application form or by sending a questionnaire to the email address. The date of the health check may also be set without prior agreement.

NOTICE

The notice will specify the exact place, time, and date of arrival, as well as other relevant information.

CONDUCTING A HEALTH EXAMINATION

Upon completion of the examination, **the medical institution** will prepare a report on the state of health and send it to the Ministry of Defence.

STATE OF HEALTH IS **SUITABLE** FOR THE SERVICE

DECISION ON CONSCRIPTION, DETERMINING THE PLACE OF SERVICE AND TIME OF ARRIVAL

When determining the place of service, factors such as place of residence, education, the conscript's preferred place of service, etc. may be taken into account.

START OF SERVICE

The place and time of arrival are specified in the decision.

! Failure to arrive at the place of service without a valid reason may result in the enforcement of the notice.

REJECT

DECISION ON NON-CONSCRIPTION AND REMOVAL FROM THE REGISTER

The grounds for non-conscription are specified in Article 8 of the National Defense Service Act.

STATE OF HEALTH IS **NOT SUITABLE** FOR SERVICE

POSTPONE

DECISION ON POSTPONEMENT OF SERVICE, SETTING A DEADLINE

National Defence Service can be postponed until the age of 26 at the latest. The grounds for postponement are specified in Article 9 of the National Defense Service Act.

Important!

! If you believe that any of the grounds for postponement of service apply to you, you have the right to **submit an application,** indicating the period of postponement and attaching documents that confirm the circumstances specified in the application. The application must be signed. The application must be sent to the official e-mail address of the National Defence Service or by post.

! NDS (after obtaining information **on the initiative of the institution)** is postponed for citizens who are serving in the professional service and have not served continuously for 11 months, as well as after evaluating information about the conscript's criminal record and status in criminal proceedings.

! You will receive **the notice and decision** at your official e-address or declared place of residence. Failure to comply (failure to attend and complete the medical examination) will result in administrative liability.
! Other informational materials (such as a list of items to bring or a questionnaire with health examination dates) will be sent to the email address provided in your application form. Please update it in a timely manner.



DUTIES of the recruit:

- familiarize yourself with the announcements of the Ministry of Defence and inform them of any changes in your contact information;
- create an official e-address;
- attend examinations at the place and time specified in the notice and complete them;

  ! Failure to fulfill this duty is subject to administrative liability – a warning or a fine of up to one hundred and fifty monetary penalty units. The administrative offense proceedings are conducted by the Military Police;
- notify in a timely manner if, for valid reasons, you are unable to attend the medical examination at the date and time specified in the notice;
- inform the Ministry of Defence of any change in circumstances that was the basis for postponing service, if a decision to postpone NDS has been announced;
- arrive at the time and place specified in the Ministry of Defence's decision on conscription into military service or the conscription control commission's decision on conscription into alternative service;

  ! Failure to comply with the decision may result in enforcement proceedings, applying one of the enforcement measures specified in the Administrative Procedure Law, including a penalty payment. The Military Police is the enforcement authority for decisions on conscription.

RIGHTS of the recruit:

- choose the type of NDS if you have volunteered for service;
- indicate your preferred NDS location if you have volunteered for service;
- challenge administrative acts (decisions) issued by the Ministry of Defence, submit complaints and requests during the selection process;

  ! An administrative act (decision) may be challenged within one month of its entry into force and will be reviewed by the Drafting Control Commission;
- submit an application (attaching supporting documents) for alternative service. The application will be evaluated by the Conscription Control Commission;

  ! If you are unable to perform military service due to your beliefs, conscience or religious convictions, you must submit an application for alternative service after the decision on conscription has been made;

  ! If you are a clergyman or a student at an educational institution for clergy, submit your application for alternative service after completing a health examination.





RIGHTS AND SOCIAL GUARANTEES OF AN NDS SOLDIER:

- rights to sign a professional service contract after six months of service (spending the remaining time in their unit);
- receive child support (200 EUR per month) if serving in the 11 month NDS;
- receive the paid health care provided for soldiers of the National Defence Service during their service, as stipulated in the Law on Remuneration of Officials and Employees of State and Local Government Authorities;
- request exemption from service duties for up to 10 calendar days per year due to the death of a family member, marriage, or other objective circumstances;
- receive a monthly allowance of 600 EUR for performing service if you have volunteered for service. However, if you have been selected at random, you will receive a monthly allowance of 300 EUR;
- after successful completion of National Defence Service and discharge for the reserve, the right to receive a one-time compensation of 1100 EUR;
- apply for a state-funded place at state universities and colleges in first-cycle higher education programmes and second-cycle higher education programmes, which are undertaken after completing secondary education. Applications for state-funded studies are possible for NDS soldiers who have voluntarily enlisted for 11 months' service and have completed that service. They must enrol for studies at a state university or college no later than two years after the end of their term of service and their discharge to the reserve;
- for NDS soldiers in the five-year service in the National Guard, the aforementioned allowances and compensation are paid in proportion to the time spent in the service.