

Client information leaflet

on lodging the forms on reporting the date and place of PCR screening of persons subject to mandatory quarantine (COVID-05 and COVID-06), on submitting the negative PCR test result of persons subject to mandatory quarantine to be legally exempted from the quarantine (COVID-07 and COVID-08) and on data submittal prior to crossing the border of Hungary (border crossing pre-registration without an entry request) (COVID-09 and COVID-10)

inNOVA forms in the information leaflet:

Topic: submissions related to epidemic measures

ID	Title of the form
COVID-05	Reporting the date and place of PCR screening of persons subject to mandatory quarantine (for clients with a citizen's gateway account or organizational storage registration)
COVID-06	Reporting the date and place of PCR screening of persons subject to mandatory quarantine (no login required)
COVID-07	Submitting the negative PCR test result of persons subject to mandatory quarantine to be legally exempted from the quarantine (for clients with a citizen's gateway account or organizational storage registration)
COVID-08	Submitting the negative PCR test result of persons subject to mandatory quarantine to be legally exempted from the quarantine (no login required)
COVID-09	Data submittal prior to crossing the border of Hungary (border crossing pre-registration without an entry request) (for clients with a citizen's gateway account or organizational storage registration)
COVID-10	Data submittal prior to crossing the border of Hungary (border crossing pre-registration without an entry request)

The information leaflet is in force as of 28 October 2020.

Short description of cases that can be managed in electronic administration

COVID-05 and COVID-06 forms:

In pursuance of Article 6 (1) of Act CIV. of 2020 on determining certain rules connected to and amending certain Acts related to epidemic measures – if legal conditions are met –, the person subject to mandatory quarantine shall, at least 24 hours earlier, report the date of health examination to the police station competent by the quarantine residence by way of an electronic form submitted from the companies' or citizen's digital gateway or when no such gateways can be used, by filling and submitting the intelligent form available on the homepage of the Hungarian National Police in Hungarian or English language.

COVID-07 and COVID-08 forms:

In pursuance of Article 6 (4) of the Act, if the person subject to mandatory quarantine is exempted from the quarantine based on the result of a medical examination as regulated by the Government Decree, the results of the certifying medical examination shall be submitted to the police station competent by the quarantine residence by way of an electronic form submitted from the companies' or citizen's digital gateway or when no such gateways can be used, by filling and submitting the intelligent form available on the homepage of the Hungarian National Police in Hungarian or English language.

COVID-09 and COVID-10 forms:

Pursuant to Article 4 (1) of the Act, the police unit responsible for border control shall – in the interest of preventing the spread of the epidemic and of protecting the health of the citizens, in order to check the complying with the mandatory quarantine – register all data listed in the Article at latest upon the entry into Hungary of the person subject to mandatory quarantine.

In the interest of accelerating the entry into Hungary and to reduce the administrative burdens of border control tasks there is a possibility to submit the data listed in Article (1) and the address of the quarantine residence 24 hours prior to crossing the border. The police unit responsible for border controls shall crosscheck the submitted data against data appearing in the document used when crossing the border and forward these data and the exact date and place of entering Hungary to the police station competent by the address of the quarantine residence within 8 hours following the entry.

Who may proceed in the case?

COVID-05 and COVID-06 forms:

The person subject to mandatory quarantine may, when having a fixed date for a health examination at a healthcare institution, lodge them personally or by way of a representative, only in electronic way – following an electronic identification (COVID-05 form) or without it (COVID-06 form) on the following website: ugyintezes.police.hu.

COVID-07 and COVID-08 forms:

The person subject to mandatory quarantine may, when exempted from mandatory home quarantine based the results of a health examination under the Government Decree, may lodge the health examination results personally or by way of a representative, only in electronic way – following an electronic identification (COVID-07 form) or without it (COVID-08 form) on the following website: ugyintezes.police.hu.

COVID-09 and COVID-10 forms:

The request may be lodged by Hungarian citizens or foreign citizens treated as equivalent personally or on behalf of own relatives or relatives living in the same household only in

electronic way, following an electronic identification (COVID-10 form) or without it (COVID-09 form) on the following website: ugyintezes.police.hu.

What data shall appear in the request?

A) Data relating to submitting the request

a) Data of the submitting person

- surname, first name,
- surname, first name at birth,
- place of birth,
- date of birth,
- name of the submitters' mother.

b) Method of submitting the request (COVID-05-07-09 forms)

- by using the citizen's digital gateway,
- by way of storage of the organization.

c) Means of representation

- in his/her own name (on behalf of own relatives or relatives living in the same household in case of COVID-09-10 forms)
- as representative of a natural person in case of COVID-05-06-07-08 forms

d) Contact details

- telephone number and e-mail address of the person subject to mandatory quarantine in case of COVID-05-06-07-08 forms,
- telephone number and e-mail address of the submitting person and persons entering the country in his/her company in case of COVID-09-10 forms.

B) Content of the form

e) in case of COVID-05-06-07-08 forms

5.1 Organization competent by the place of the quarantine ordered (*the competent authority is designated on the basis of the registration number or of the place of quarantine and the data field is automatically filled in accordingly*):

- ZIP code (“City”, “County” and “District” fields are automatically filled in on the basis of the ZIP code),
- name of the public place,
- type of the public place,
- house number,
- building,
- staircase number,
- floor number,

- door number,
- land register reference,
- other reference.

5.2. Reference number:

In case of COVID-05-06 forms it is **optional** to fill in the following:

- code of the proceeding authority,
- register-book number,
- case number.

In case of COVID-07-08 forms it is **mandatory** to fill in the following:

- code of the proceeding authority,
- case number.

5.3. Data of the submission:

Data relating to being present at a PCR test in case of COVID-05-06 forms:

- place of the PCR test,
- date of the test,
- time of the test,
- other information related to the submission (*free text field*),
- annex (optional).

Data relating to the PCR test results in case of COVID-07-08 forms:

Annex (the test results [at least one] certifying the negative status shall be submitted as annex to the form).

Data of the first negative test:

- registration number of the result,
- date of testing,
- place of PCR testing.

Data of the second negative test:

- registration number of the result,
- date of testing,
- place of PCR testing.

Other information:

- other information related to the submission (*free text field*).

f) in case of COVID-09-10 forms:

6.1. Data related to the reporting:

- place of entry,
- date of entry,
- means of representation,
- citizenship of the reporting person.

6.2. Residence of the reporting person:

- country.

a) in case of Hungarian address:

- ZIP code (“City”, “County” and “District” fields are automatically filled in on the basis of the ZIP code),
- name of the public place,
- type of the public place,
- house number,
- building,
- staircase number,
- floor number,
- door number,
- land register reference,
- other reference.

b) In case of foreign address:

- ZIP code,
- city,
- name of the public place.

6.3. Further data of the reporting person:

- type of travel document used upon border crossing,
- registration number of the document.

The place of residence in Hungary:

- a) is the same as the home address,
- b) is different from the home address.

6.4. Place of residence:

- ZIP code (“City”, “County” and “District” fields are automatically filled in on the basis of the ZIP code),
- name of the public place,
- type of the public place,
- house number,
- building,
- staircase number,
- floor number,
- door number,
- land register reference,
- other reference.

The place of quarantine is different from the place of residence:

- yes (*in this case, the “Place of quarantine” field shall be filled in*),
- no.

Relatives entering along with the reporting person:

- none, entering alone,
- will enter with relatives (in this case, all data fields relating to relatives that correspond those relating to the reporting person shall be filled in in the part called “Registering accompanying persons”, in as many instances as the number of accompanying persons).

What documents are necessary?

COVID-05 and COVID-06 forms:

The authorization shall be submitted as annex to the form if a representative is proceeding.

COVID-07 and COVID-08 forms:

The results of the health examination shall be attached to the form.

The authorization shall be submitted as annex to the form if a representative is proceeding.

COVID-09 and COVID-10 forms:

The authorization shall be submitted as annex to the form if a representative is proceeding.

What fees shall be paid in the procedure?

The procedure is not subject to fees.

Appeal possibilities

Not applicable in case of submissions.

Relating legislation

- Act CIV. of 2020 on determining certain rules connected to and amending certain Acts related to epidemic measures;
- Act CLIV of 1997 on health;
- Government Decree No. 408 of 2020 (VIII. 30.) on travel restrictions during the period of disease control preparedness.