



HATÁRRENDÉSZETI KIRENDELTSÉG SZEGED

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UNOFFICIAL TRANSLATION

BORDER POLICING OFFICE SZEGED
THE ORDER OF RÖSZKE MOTORWAY
BORDER CROSSING POINT
EXTRACT

2022

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GENEREAL INSTRUCTIONS

1) **The order of the Border Crossing Point is part of the ordered conditions at the border. With the help of regulations, restrictions and prohibitions concerning cross-border traffic and stay at the border crossing point, it ensures**

- a) the quick and efficient checks of people, vehicles and cargo consignment while undisturbed clearance,
- b) the safety of traffic and cross-border traffic,
- c) the implementation of tasks stipulated in the relevant international contracts and conventions,
- d) the continuous cooperation with the authorities taking part in cross-border traffic control.

2) Röske Motorway Border Crossing Point (hereinafter: BCP) is a service location of the Border Policing Office Szeged (hereinafter: BPO) and the National Tax and Customs Administration Csongrád-Csanád County Customs and Finance Directorate (hereinafter: NTCA CSCSCCFD) Border Office Röske (hereinafter: Border Office) in the Serbian-Hungarian border section, at the end of the Hungarian section of the M5 motorway, at the E-496 border mark. It manages international passenger and freight traffic on a 24/7 basis with permanent issuing of visa and implementing customs and logistics services. It also provides clearance for plants, livestock, hazardous and oversized consignment.

3) The neighbouring, Serbian border crossing point is **Horgoš**.

4) Cross-border traffic control is carried out by police officers (hereinafter: passport controller) deployed by the BPO and customs officials deployed by the Border Office.

5) The Order of Röske Motorway Border Crossing Point (hereinafter: OB) is compiled by the leader of the BPO. It takes into account the operative international contracts and conventions, the specific position of the BCP, the propositions and opinion of the cooperating authorities located at the BCP and is approved by the County Police Chief. The leaders of the cooperating authorities located at the BCP can initiate the modification of the OB, but it has to comply with the above described procedures.

6) The OB and its appendices, the Order of the Truck Terminal (hereinafter: OTT), the Temporary Traffic Order (hereinafter: TTO) and the regulations in the 5th Appendix shall be applied in accordance with each other. The leaders of the authorities located at the BCP can prepare their own regulation regarding their own activity, but these shall not conflict with the OB, OTT, TTO and the content of the 5th Appendix.

8) The workers of the BPO, the Border Office and the cooperating authorities located at the BCP are allowed to stay at the BCP only during their service time or work hours or by superior's, leader's order.

II

**GENEREAL RULES OF THE COOPERATION BETWEEN THE AUTHORITIES
LOCATED AT THE BORDER CROSSING POINT**

9) It is the duty of the Police to ensure the OB – according to point (11) of Subsection (2) of Section 1 of Act XXXIV of 1994 on the Police. Ensuring the OB shall not prevent customs control, except in the case of an emergency.

13) All relevant authorities shall ensure the residence, check and release of passengers and vehicles taking part in the cross-border traffic in respect of the OB.

III

THE ORDER OF CROSS-BORDER TRAFFIC CONTROL

25) Operating the lanes open for traffic

a) Functions of the lanes:

(pc. = passenger car; bus = bus, coach)

Exit passenger traffic:

K1 = for the proponents of export and exit
of non-commercial goods

K2 = pc. traffic (All Passport)

K3 = pc. traffic (All Passport)

K4 = pc. traffic (All Passport)

K5 = pc. traffic (All Passport)

K6 = pc. traffic (All Passport)

K7 = pc. traffic (All Passport)

K8 = pc. traffic (EU, EGT, CH)

K9 = pc. traffic (EU, EGT, CH)

KB1 = bus traffic (All Passport)

KB2 = bus traffic (EU, EGT, CH)

Entry passenger traffic:

B1 = pc. traffic (All Passport)

B2 = pc. traffic (All Passport)

B3 = pc. traffic (All Passport)

B4 = pc. traffic (All Passport)

B5 = pc. traffic (All Passport)

B6 = pc. traffic (All Passport)

B7 = pc. traffic (All Passport)

B8 = pc. traffic (EU, EGT, CH)

B9 = pc. traffic (EU, EGT, CH)

BB1 = bus traffic (EU, EGT, CH)

BB2 = bus traffic (All Passport)

b) The functions of the lanes are indicated on warning signs for the passengers.

c) The operation of a lane is indicated by the traffic lights, placed on the projecting roof.

d) In order to keep up the continuous flow of traffic and considering the smooth border crossing of the citizens from EU, EEA countries and CH, the officer on duty (hereinafter: OD), depending on

the traffic and taking into account the options provided by effective legislation and the appropriateness of this measure, may change the functions of the lanes in agreement with the Head of Border Policing Division (hereinafter HoD).

New lanes can be opened after the OD and the HoD have agreed in advance. New lanes can be opened only when there is enough time for the professional preparation (maximum 30 minutes).

e) When classifying vehicles into categories, the Joint Decree No.1/1975 (II.5) KPM-BM of the Ministry of Transport and Postal Service and the Ministry of Interior on the Rules of Road Transport shall be applied, with the addition that lorries up to 3.5 tonnes – exporting or importing goods, non-commercial in nature or quantity – are regarded as passenger traffic except for:

- the combination of vehicles, which is a vehicle and a trailer (other tow), that takes part in the traffic as one unit with one driver if it transports goods in trade flow,
- the case when commercial nature is transported.

Vehicles listed in the above cases the persons apply for clearance to pass shall be directed into the truck terminal.

f) The passenger and vehicle traffic is directed to the border crossing point by road markings, traffic signs, barriers and police traffic control staff, according to the police traffic management- and safety service.

26) The order of control

a) The authorities taking part in border traffic control operate based on and at the location stipulated by the lease contract concluded with the body of the Police authorised to do so.

The sequence of border traffic control:

- the Police and the NTCA use a method, called ‘one-stop check’ at the entry side. It means that the Police implements the check of passengers and vehicles at a common place and time with the NTCA by one stop, without disturbing the NTCA’s competence;
- phytosanitary or veterinary check (if necessary);
- transportation (if requested by the passenger);
- customs check.

b) The opening and closing of the lanes are marked by green-red lights operated by the Police.

c) Police check is carried out in the order of the arrival at the control line. Priority can be given – after the agreement of the OD and the HoD – based on the Code¹ and the Border Policing Regulation² (hereinafter: Regulation). The Police carries out the priority for clearance to pass with

¹ Regulation (EU) 2016/399 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 9 March 2016 on a Union Code on the rules governing the movement of persons across borders (Schengen Borders Code)

² Order 24/2015 (X. 15.) of the Hungarian National Police Headquarters

the permission of duty leader of Activity Command Centre of CSCSCPHs (except for the persons who may cross without permission).

The passport controller implements the check at the middle lane of the passport control booth. The check of the following vehicle shall be implemented out of the control roof – taking the road markings into consideration also – in order to have enough protective distance for implementing the control.

d) Police check is carried out simultaneously with customs check according to the Regulation and the relevant cooperation agreement and in the procedure, defined rules on the ‘one-stop check’ method.

e) Checks are carried out by two passport controllers (in the case of extraordinary circumstances only one), and one or more customs officers. Customs officers may carry out checks in more than one lane at the same time.

f) Passengers crossing the border are obliged to apply for passport control and proceed to the necessary customs control without delay according to the relevant legislation.

g) Passengers may only leave the control area with the permission of the person who carries out the check (a police or customs officer). When the check is completed, the officer announces this and requests the passenger to move forward to the next checking point or to leave the control area. If necessary, the official person shall refuse the passenger permission to enter, turn the vehicle back or organize the vehicle to be parked in the designated area and inform the other authority if applicable.

h) Passengers and vehicles crossing the border may only leave the area of the border crossing point when permission has been granted by the Border Office. Once it has been granted, they are obliged to leave.

i) During the check the separation and supervision of further passengers and vehicles under procedure is arranged by the authority performing the procedure – if necessary on mutual assistance.

27) Passport control

a) Cross-border traffic control is a service activity of the police aimed at checking and lawful entry/exit clearance of vehicles and passengers, in order to prevent the illicit crossing of the state border and preventing, detecting and interrupting any illegal acts.

b) The suspicious circumstances for violation of law that have arisen cross-border traffic control (ongoing control) shall also be clarified and the necessary measures taken. Police may use or avail registration systems, IT and other technical tools for the control of cross-border traffic for the examination of passengers crossing the border, the examination of travel documents and vehicles.

c) The police officer at the entry-side lanes record the fingerprints of citizens from the visa-required countries by using a fingerprint reader connected to the Visa Information System.

d) During the check the passport controller may decide on the following:

- whether the passenger may cross;

- whether a thorough check at a separated place is necessary;
- whether the passenger may not cross;
 - files for action, adopt measures;
 - in the case of a hit in the database, measures shall be taken according to the relevant legislation.

e) During the thorough check at a separated place the passport controller may decide on the following:

- whether the passenger may cross;
- whether the passenger may not cross;
- files for action, adopt measures.

f) The greeting and checking of the passengers are carried out at the line of the passport control booth without requesting the passengers to get out of the vehicle. The identification of the passengers, the viewing and searching of the vehicle is performed outside the booth while passport control and the necessary documentation as specified in the border policing rules and the consulting with the databases are carried out in the booth regardless of the nationality of the passenger. Passport control is performed by two passport controllers or based on specific instructions, a searching officer or a sniffer dog handler can also take part.

g) If the passenger/vehicle may not cross the border, the passport controller shall notify the customs without further explanation and turn the passenger/vehicle back, according to the relevant legislation.

h) If the thorough check is performed at a separated place due to a suspicion, the passport controller escorts the car to the designated parking area (under the projecting roof next to lanes K1 and B1) – while notifying the customs officer – and hands the passport over to the official person assigned to perform the check. The relevant Side Commander (SC) is responsible that the passenger and the vehicle do not leave the designated area without permission.

i) If the vehicle/passenger may cross the border after a thorough check, the police officer assigned to perform it notifies the customs officer and hands over the passports. The customs officer performs the check at the designated parking area, and once the control has been completed he/she can authorize the vehicle/passenger to leave the BCP.

28) Customs Control

a) Police check and customs check are implemented simultaneously by the Border Office according to the all-time provisions of the legislation in force, the regulations for the control of passenger traffic. During this:

- the passengers are obliged to report to the Border Office for clearance,
- the passengers should provide a goods declaration, which serves as the basis for
- the customs check performed by the Border Office.

b) The Border Office carries out the customs check in the following places according to the depth of the check (except passengers arriving by bus/coach)

- in the lane, at the line of the 'one-stop check',
- in the roofed parking area beside the K1 and B1 lanes;
- at a designated place built for this purpose.

Any unauthorized person shall not be present at the customs control.

c) The Border Office carries out the customs check of the bus/coach passengers on the vehicle, or, if necessary, in the room for passenger control. After the passengers have got off, the bus being a subject of an itemized check of goods, the Border Office shall place it in such a way that the passing of the following buses shall not be disturbed.

f) By persons having been caught because of illegal border crossing, or being the subject of a procedure because of other illegal act, or are under transfer procedure customs check shall be ensured. The Border Office has to carry out the customs check.

g) If, after the customs control, the passenger decides to interrupt his/her journey and wishes to turn back, the customs officer should decide if it is possible. If it is, the customs officer takes the passport of the passenger and escorts the passenger (vehicle) to the opposite side. He then hands him/her and his/her passport over to the Side Commander in order for the border crossing stamp to be invalidated.

29) Separation of passengers at the time of checks

a) Passengers crossing the border may leave their vehicle before and during passport check only when it is necessary. If a passenger is allowed to leave their vehicle by the police officer or customs officer, the officer is reliable for the passenger not to mingle with the already checked passengers.

d) On the entry side, the toilets may be used before or after crossing the border, but passengers can exchange currency, buy motorway stickers or use any other services only after crossing the border.

e) On the exit side the currency exchange, purchase of motorway stickers may be done and the toilet and any other facilities may be used before crossing the border.

f) During the summer and other peak periods the passengers are allowed to get out of their vehicles but the police and customs officers are obliged to maintain the order as defined by the rules regarding their stay and movement.

g) The buffet and the services of the other agencies operating at the BCP – apart from the official staff on duty – can be used only by persons involved in cargo traffic in the corresponding direction. Compliance with this rule is regularly checked by both the Border Office and the BPO.

30) Specific rules for bus/coach control

a) In the bus lane the passport and customs check is carried out according to the 'one-stop check' method; the vehicles need to stop only once while being checked.

b) The NTCA and the Police may provide checks without waiting – in reasonable situations – for authorized international coach lines, and scheduled buses based on previous agreement, depending on the actual traffic situation.

c) The stopping point for vehicles (the stopping point before being received outside the booth according to the Regulation) on the entry side is in line with the side of the main building facing Serbia or the area in front of the barriers by the toilet facility. On the exit side, it is in line with the receiving point.

c/1. The reception of buses/coaches happens in the order of arrival at the following places:

on the entry side: the area in front of the terminal building, or, in the case of mixed checks conducted in the terminal and in the booth, in line with the gamma ray gate.

on the exit side: the area in front of the terminal building, or, in the case of mixed checks conducted in the terminal and in the booth, in line with the passport control booth.

The police officer and the customs officer

- They start the check and search of the vehicles and passengers together at the reception point on the entry side.

c/2. **Minimum check on entry, and thorough check on exit and entry**: the border policing and the customs tasks are, as a general rule, carried out in the terminal building. Passengers must leave the bus for the duration of the check. Disabled persons are not required to get off the bus if this would cause disproportionate disadvantage; identification and subsequent identification is carried out on board of the bus/coach.

c/3. If there is waiting in the terminal because of objective reasons, it does not work. The thorough check can be carried out in the designated booths in addition to maintaining the check in the terminal (*mixed check*). During the in-the-booth check outside the terminal the identification and subsequent identification of passengers shall be carried out in addition to getting off the bus/coach in any case.

d) Passengers travelling by bus/coach must declare any dutiable goods to the customs officer at the reception point.

e) It is the task of the customs officer to decide the level of the customs check (minimum or itemized). The police officer in service shall be informed about the decision.

f) In front of the bus terminal after the stop, the police officer ensuring the bus shall direct every passenger into the terminal, then ensure its door in order that no passenger could exit. After the passport control the passengers shall be directed to customs check in the terminal. After the check of the bus, the customs officer orders the driver to move on to the passenger pick-up point at the end of the terminal. After the customs check, the passenger shall get on the bus here.

31) Specific rules for checks on trucks

Trucks wanting to enter the area of passenger traffic shall be directed to the terminal and the competent officers shall be notified at the same time according to point 6) of appendix III. of OB. Further regulations on lorries are included in the OTT.

31.1) Places for checks of hazardous cargo

The checks of hazardous cargo shall be given priority, and the competent authorities must immediately be notified about it. During the clearance of such cargos, the vehicle joins the safety parking place installed for hazardous cargos in the terminal (*according to the actual side*).

After parking the vehicle in the safety parking place, its driver applies for passport control. The check of the vehicle, the driver and the documents is implemented according to the above written order (check – not needed). After it has been finished (check – not needed) – if the hazardous cargo can enter – the authorities taking part in the check shall ensure the unimpeded passage of the vehicle.

31.2) Designated places for the disinfection and destruction of cargo

Implementation of the measures enacted by the competent authorities to deal with epidemiologic emergencies is the responsibility of the Rösztke Veterinary Border Office and the Border Office, according to the circular issued in such cases.

The measures shall be carried out at the following places:

- *Disinfection*: Disinfection gate and station in the entry terminal.

The management of the gate and the station is the competency of the Veterinary Border Office.

- *Storing of infected products*: by the fence in the closed area in the entry and exit terminals, in containers.

33) Issuing Visas

a) Passenger who falls under visa obligation but arrived without one and wish to apply for it should park their vehicle in the area designated for thorough checks behind the line of customs control, accompanied by the passport controller who receives and carries out checks on them, while the customs official is also informed of their arrival. They hand over their passport to the passport controller, who should forward the passport and the passenger, after identification and checking the conditions of entry, to the official responsible for issuing visas. The checks on and the surveillance of persons and vehicles waiting in the visa parking place is the responsibility of the Police.

c) After issuing the visa, the passport controller receives the passport from the official responsible for issuing visas. He checks the identity of the holder again, stamps the passport and then hands it over to the passenger. After informing the customs official that the passenger has been given entry clearance by the police, the passenger and the person are handed over for customs control.

d) If the visa is denied, the official designated by the OD shall take measures to implement the refusal. After this the OD checks or has it checked its implementation and informs in the district being the deputy officer on duty for border control (OD in the object in Szeged of BPO Szeged) and the stable thermo-camera operating service.

34) Refusal, reversal, denial of exit, arrest

a) The refusal, the reversal and the denial of exit is the competence of the BPO! Whatever authority notices the reason for the measure shall escort the passenger and the vehicle to the opposite side, where the passport controller puts the necessary notification into the passport and cancels the transit stamp.

b) If the passenger does not obey the measure regarding refusal or reversal, he/she shall be notified – jointly by police and customs officers – that he/she is staying illegally in the territory of Hungary and that they will be subject to procedures according to the effective regulations.

d) Persons arrested by the Police and subjected to proceedings shall be accommodated at the BPO, in premises allocated for this purpose (a room next to the briefing office for the purpose of secure detention of arrested persons). The guarding and securing of the person and the parking of the vehicle should be organised by the OD, observing the relevant norms.

35) The order of managing the barriers

a) Barriers shall be closed at all times. They may only be open when a supervised crossing is fulfilled. After it is done, they shall be closed again.

b) Only assigned personnel of the BPO and the Border Office can manage the barriers.

36) The lighting of the Border Crossing Point

The lighting of the BCP is maintained by indoor and outdoor lighting devices.

37) The order of the usage and location of drugs- and explosive-detection dogs

a) The BPO and the Border Office use authorized sniffer dogs according to their own internal regulations, during which the handler is responsible for the proper usage, safe maintenance, safe closedown of the service animal. The handler shall ensure others not being exposed to bodily harm.

38) Giving priority

a) The crossing of heads of state and the members of their delegation and the holders of diplomatic, official or service passports as well as of members of international organisations is carried out according to Appendix VII of the Code.

IV**Other rules****39) Rules regarding persons arriving at the border crossing point with no intention to cross the border**

a) The professionals, government officials and the public-sector employees of the Constitution Protection Office, Counter Terrorism Centre and National Protective Service may enter the BCP by displaying their service card. With the exception of the above, the following persons shall be entitled to enter the BCP without the aim of crossing the border, and to be there for the duration of performing their duties:

- the parliamentary commissioners, judge, public prosecutor and any other person entitled on the basis of international contract or on the principle of reciprocity by specifying the purpose of stay and displaying their official identification certificate of their legal status;
- the civil servant of the office of parliamentary commissioners by displaying their certification of legal relationship of employment and their letter of authorization;
- the civil servant of Ministry of Interior and Ministry of Finance entitled to check by displaying their certificate of legal status and specifying their purpose of stay.

b) Only with official identification permit may the person be authorized to enter the BCP in order to implement tasks without the aim of crossing the border. The permit shall be issued and used according to the relevant legislation.³ Entering the territory of the BCP without the aim of crossing the border, except for the points a) and b) short-term stays (of 1 to 4 hours) at the BCP for purposes other than crossing the border may, in individual cases, be permitted by the leader of the BPO, after informing the deputy director. In such cases, the person concerned may only stay at the BCP while supervised by the receiving body. Their data and the time and duration of their stay should be recorded in the register kept by the BPO and he/she may be given a temporary parking pass by the OD.

c) Authorisation for a single entry and stay for the purposes of carrying out tasks not involving crossing the border may only cover 3 entries and stays within the period of maximum 30 calendar days. In cases when the number of entries exceeds this, the receiving organisation/employer shall apply for authorisation for multiple entries and stays, based on the provisions of the relevant legislation.

d) Those in possession of such authorisation may stay and move at the BCP only as required by their work and individual social needs:

- at the place of work requested and provided by the applying employer and
- its immediate surroundings,
- and may stay and move in connection with their work, personal social needs.

e) Public utility service providers shall not stay, move or carry out tasks in the area of border traffic control, on a public road or parking area without the permission of the leader of the authority conducting activities not linked to that particular place or of the company providing services. The holder of the permit shall, while working, observe the rules specified in the OB, as well as the Highway Code and the safety regulations and those related to the prevention of accidents.

f) The staff of the BPO and the BO on duty shall and are authorised to check the legitimacy of someone's entry to and stay at the BCP.

³ Regulation No. 330/2007 on the rule of entry and debt from the border area and to the border crossing point other than the border crossing point. (XII) 13.) Government Regulation 4-5. §

g) The holder of the issued permit shall wear it on his/her outer garment in a clearly visible way while staying, moving and working at the BCP. The Police are authorised to check the identity of the holder and his/her documents. **The leader of the BPO may revoke an issued permit from those violating the OB.**

h) Based on its competence defined in the Customs Act, the BO is also authorised to check persons and vehicles staying at the BCP for purposes other than crossing the border.

40) Rules of parking at the Border Crossing Point

a) At the BCP, parking is only allowed at the designated parking areas.

b) The drivers of the vehicles shall close their vehicles and be responsible for their safety.

41) The order of leaving the lane

Leaving of the lane can be carried out by staff responsible for the control area, while notifying the official of the cooperating competent agency to the relevant extent. Leaving the lane can only be carried out in a way that fully complies with safety regulations.

42) Providing information for passengers

a) At the BCP, passengers shall be informed about the border check in all cases. If there is any waiting time, the reasons shall be communicated to the passengers with a suggestion of an alternative, less busy border crossing point.

c) If the passenger wishes to know the reason for the delay not involving a thorough, second-line check, he/she should be informed politely, with respect for confidentiality rules.

e) The employee of the competent authority shall inform passengers about a thorough check (if carried out due to suspicion), about the request for a customs check initiated by the Police and their arrest, according to the relevant legislation, at the beginning of the procedure orally and in writing.

43) Rules related to accident, fire and safety regulations

CSCSCPHs determines the accident, fire and safety regulations for the BCP and makes it available for the Border Office and the cooperating authorities. The leaders of the authorities are responsible for the appropriate usage of the rules among the serving staff. For the preparation the personnel of the BPO gives professional help if needed and informs the relevant authorities about the changes.

The BPO hands over a copy of the finished and approved Rescue plan to the Border Office, the located cooperating authorities and service providers.

44) Tasks of providing information for passengers

a) The staff of any organization may provide information for the passengers within his/her competency complying with confidentiality and data protection rules.

b) Only the leader of the BPO, the deputy director or their delegated person shall give a statement to the mass media about their own field of expertise, having their commander's authorization.

c) Without giving a statement to reporters and journalists, they may take photos or make video recordings of the traffic and the facilities of the BCP – if having the necessary authorization from a commander.

47) Smoking at the BCP

Smoking is forbidden in the territory, buildings and external premises of the BCP and in the control booths, **except in the smoking areas** designated by the police and marked according to the legislation.

V

Final provisions

The order of the Rösztke Motorway BCP applies to the BPO Szeged and the cooperating law enforcement authorities, the complete personnel on duty at the Rösztke Motorway BCP, the staff of the agencies operating at the BCP, the passengers involved in cross-border traffic and those present at the BCP arriving with a purpose other than crossing the border.

The Order of the BCP shall enter into force 16th September 2019. The Order of the BCP issued under 06070/1658/2016. ált. will be repealed at the same time.

At Szeged, 11th September 2019

**Pol. Lt. Colonel dr. Szabolcs RÉVÉSZ
Police Head Counsellor
Head of Border Policing Office Szeged**

