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| **FEDERAL PUBLIC SERVICE**  **JUSTICE** | **Directorate-General**  **Judicial Organisation**  Directorate of Infrastructure | Waterloolaan 115,  1000 Brussels |

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| contact  telephone  e-mail  date  regarding | Rafael Trigueros  National Coordinator Safety & Security  (0476) 864 917  [rafael.trigueros@just.fgov.be](mailto:rafael.trigueros@just.fgov.be)  28 February 2022  Technical requirements of a courtroom |

Dear Sir/Madam,

In response to the question from EuroPris concerning the technical requirements of a (correctional) courtroom, I have prepared a text below that brings together all the answers.

1. Diagram of a courtroom for correctional hearings

See the diagrams attached in the Annexes at the end of this letter:

* Figure 1: The courtroom within the courthouse (including compartments);
* Figure 2: Schematic representation of a courtroom for correctional hearings;
* Figure 3: Schematic representation of the passage between the detainee circuit and the correctional courtroom, with physical building standards.

1. Standard technical equipment of a (correctional) courtroom
   1. *Regulation physical construction measures*

The following standards apply:

* NBN EN 356: glass anti-burglary characteristics;
* NBN EN 1063: glass bulletproof characteristics;
* ENV 1627: joinery anti-burglary characteristics;
* NBN EN 1522: joinery bulletproof characteristics.

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| --- | --- | --- | --- | --- |
| *Outside joinery* | | | | |
| **standard glass** | **glass thickness (mm)** | **joinery/wall standards** | **resistance (min)** | **application** |
| NBN EN 356 class P5A | 15 | ENV 1627 class 3 | 5 | façades and façade openings 0-3 m |
| NBN EN 356 class P4A | 10 | ENV 1627 class 2 | 3 | façades and façade openings 3-6 m |
| NBN EN 1063 class BR7-S  NBN EN 1063 class SG2-S  NBN EN 356 class P6B | 83 | NBN EN 1522 class FB7  NBN EN 1522 class FSG  ENV 1627 class 4 | 10 | façades and façade openings along detainee circuit and cell complex (regardless of height from ground level) |

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| --- | --- | --- | --- | --- |
| *Interior joinery* | | | | |
| **standard glass** | **glass thickness (mm)** | **joinery/wall standards** | **resistance (min)** | **Application** |
| NBN EN 356 class P4A | 10 | ENV 1627 class 2 | 3 | passage from the secure zone to the public zone; partitions in the correctional courtroom or assize courtroom |
| NBN EN 1063 class BR4-S  NBN EN 1063 class SG2-S  NBN EN 356 class P6B | 35 | NBN EN 1522 class FB4  NBN EN 1522 class FSG  ENV 1627 class 4 | 10 | all passages to and from the detainee circuit and cell complex |

The courtroom complex is located in the public or open zone of the courthouse and, as you can see from the table above, has no specific requirements for a resistance class, unless the courtroom is located on the outer perimeter of the building.

Only the passages or connections with 2 zones require a specific resistance class:

* All passages to the detainee circuit require resistance class 4;
* All passages to the secure zone ("magistrates' circuit") require resistance class 2.
  1. *Physical construction measures*

The civil and criminal courtrooms are to be housed in separate compartments.

* The chamber of the court is in direct connection with the courtroom, outside the public zone;
* A direct connection to the detainee circuit is provided from the (correctional) courtroom;
* Specifically for the sub-compartments with the correctional courtrooms, the possible installation of a fixed **scanning line** must be taken into account, as well as a potential *mobile* scanning line for an assize courtroom.

This scanning line contains a metal detector arch and baggage scanner and should be long enough to allow easy access and for the public to ready themselves (emptying bags, placing baggage on rollers, etc.).

A search area and an area with lockers should be provided nearby for the temporary storage of belongings. There should be sanitary facilities in the sub-compartment of the correctional courtrooms.

Subject to personal and baggage control, this area is accessible during hearing times. Outside these hours, an electronic access control system will be implemented (see below under 2.3. 'Electronic measures').

The public flows out of the building via an automated turnstile which only allows one person to pass through at a time. The turnstile is activated only via approach radar on the secure side (inside the building).

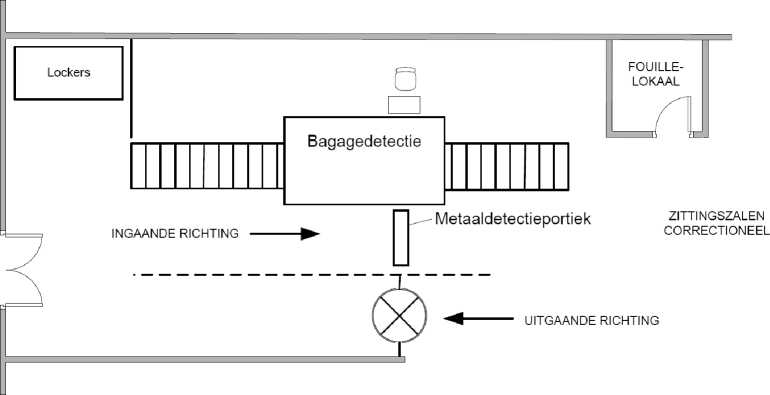
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Figure 4: Schematic representation of a fixed scanning line.



CENTRAL RECEPTION

FIXED SCANNING LINE

* With regard to **doors and locks**, all entrances and exits are fitted with lock and position indicators. Door closers and coordinators ensure automatic closure of the doors. The electric locks on doors subject to access control are Euro profile cylinders with solenoid or motor locks and do not use electric locking plates;
* As for **fire fighting**, the reels and hand-operated fire extinguishers to be provided are to be recessed so that they do not obstruct free passage; along the detainee circuit, they are fixed in cabinets recessed into the walls.
  1. *Electronic measures*
* The access control and intrusion detection system are completely self-securing. The installations are realised in such a way that a monitoring current runs through the **cabling** (control and signalling lines, supply lines, etc.) so that all lines are permanently monitored against sabotage of any kind (breaking, disconnection, cutting, etc.). All pipes and appliances are always located within the secure zones;
* The electronic security installations are integrated into a **central control system** and include access control, intercom and videophone, camera surveillance, intrusion detection with silent alarms or panic buttons, fire detection, public address system, metal and baggage detection, electronic key cabinet. The central control system is built around a high-performance IT network that is completely separate from the general IT network used by the services occupying the building;
* In the event of a power failure, a **back-up power supply** automatically delivers back-up power to the facilities and installations needed to maintain safety and security and to the equipment vital to business operations. All components are fitted with a central emergency power supply, a high-efficiency Uninterruptible Power Supply (UPS) with continuous capacity control;

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* The public zone, of which the courtroom complex is a part**,** is equipped with card readers that are not activated during opening days and hours and during hearings, allowing the doors to be opened without an access card. After opening hours and if there are no hearings, the readers are (automatically) activated and the corresponding doors can only be opened with a valid card. The card readers are blocked if the intrusion detection is triggered in the relevant zone. The card readers are only reactivated after deactivation of the intrusion detection in the relevant zone.

Access from the secure zone to the sub-compartment with the correctional courtrooms is via a personnel lock, allowing only one person to pass through at a time. The access doors from the secure zone or from the detainee circuit for correctional courtrooms to the courtrooms themselves can only be opened, on either side, using a card reader. The access doors to the courtrooms from the public zone are fitted with a traditional lock with Euro cylinder.

All doors located at the passage between the cell complex and the full detainee circuit on the one hand, and any other zone on the other hand, are subject to permanently activated I/O control and are equipped with lock and position signalling.

The access control installation should be considered as an alarm-generating installation, whereby alarms can be generated both by the system itself (e.g. 'door forced alarms' and 'door open too long alarms') and by external elements (e.g. magnetic contacts and signalling contacts of locks);

* **Camera surveillance** is used, among other things, in the public zone, including circulation and waiting areas, and in the entire detainee circuit. All detainee movements between the cell complex and the courtroom are thus recorded;
* Regarding **intrusion detection and silent alarms**, control buttons to generate silent alarms are fitted in the courtrooms and chambers of the court. The system has a separate addressing for each detection point and offers the possibility of forwarding different types of alarm messages to an alarm centre, at least: fire alarm, silent alarm, burglar alarm, technical fault, power failure.

The control button for a silent alarm is mounted on the underside of a desk or other furniture, in such a way that the person behind the desk can activate the control button without any sudden movement. The control button consists of a fixed housing and a lever (flap). An alarm is generated by pulling the handle out of the fixed housing by at least 20°. The control button is fitted in such a way that the lever moves from back to front, so that it cannot be operated accidentally, thus preventing false alarms;

* The safety **lighting** (evacuation lighting and safety signalling) switches on automatically in the event of a power failure in order to business guarantee operations or safety. Light fittings are impact resistant if within the reach of detainees;
* Loudspeakers belonging to a public **address system** are placed in the waiting and circulation areas and in the courtrooms, among other places.



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1. Additional active or passive security elements

The following principles have consistently proven their value.

• Rely on 3 types of measures to achieve a solid level of security:

* organisational measures;
* structural measures;
* electronic measures;

• Divide the courthouse into zones:

* a public or open zone;
* a semi-public zone;
* a secure zone (possibly also high-risk zone) with restricted access;

• If courtrooms receive daylight, a system must be provided that can prevent direct views from outside and inside the building.

1. Additional security for suspects of more serious offences

* No additional technical or electronic security is provided for hearings involving suspects of more serious offences;
* From a structural point of view, the correctional courtroom can be equipped with a window construction for the **detainees' box**, like an assize courtroom, with impact-resistant glazing of at least resistance class 2 or P4A (or resistance class 3 and P5A). It should be possible to assemble this construction if circumstances so require, but also to dismantle it again if not required or if not desired by the chairperson of the hearing.

Important note: detainees should not be placed behind bars during a correctional or assize hearing;

* From an organisational point of view, the police can decide to deploy more officers or to take other organisational measures (e.g. not only checking the audience via a scanning line, but also lawyers, staff, etc.).

The police are responsible for escorting the detainee(s) and for maintaining public order in and around the courtroom. The police officers also remain present throughout the hearing and remain on standby at all times to be deployed or to intervene in case of an incident.

The basic principle is that one detainee is always accompanied by two police officers. If there are several detainees, there is at least one more officer present than there are detainees.

These principles are best checked with the Directorate of Public Order of the Federal Police or with the EPI Directorate-General.



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1. Entry to and exit from the courtroom by the escort

The (correctional) courtroom has a separate entrance to the detainee circuit, for the detainee and the police escort together.

See figures 1, 2 and 3 in the Annex below.

The detainee circuit is the route in the building along which the detainees are led from the cell complex to the (correctional) courtrooms or other secure parts of the courthouse (juvenile court, public prosecutor's office, etc.). In this zone, there should be as few corners, curves, recesses, etc. as possible that restrict the view, and the walking lines should be kept as short as possible.

Within the courtroom, the walking lines taken by magistrates, detainees, lawyers and the public may not cross one another.

1. Standard equipment of zones intended for escorted persons and the escort itself in the courthouse, before the hearing or during interruptions

Detainees are escorted by their police escort directly from the cell complex, which is equipped with resistance class 4 with P6B as standard.

Waiting cells can be provided for short hearings or interrogations or for long walking distances from the cell complex. A holding cell must meet the same structural requirements as other cells. In any case, a separate toilet must be located in the immediate vicinity.

With regard to the escort itself, additional measures can best be checked with the Directorate of Public Order of the Federal Police.

7. Annexes

Figure 1: The courtroom within the courthouse (including compartments).

ACCESS LOCK/TRANSFER ZONE/CELL ZONE/ARCHIVES STORAGE/TECHNICAL ROOMS/PARKING/CAR PARK ACCESS

POLICE COMMAND POST/DETAINEE CIRCUIT/MONITORING & CONTROL COMMAND POST STAFF ACCESS

POLICE ACCESS/POLICE ZONE/CARETAKER ACCESS/CARETAKER/SECURE ZONE CIRCULATION/STORAGE-TRANSFER OF GOODS/DELIVERIES

SECURE ZONE PUBLIC PROSECUTOR'S OFFICE/SEMI-PUBLIC ZONE PUBLIC PROSECUTOR’S OFFICE/SEMI-PUBLIC ZONE JURISDICTION X/SECURE ZONE JURISDICTION X

SECURE ZONE COURT OF ENQUIRY/SEMI-PUBLIC ZONE COURT OF ENQUIRY/SEMI-PUBLIC ZONE CIRCULATION

SECURE ZONE JUSTICE OF THE PEACE COURT/SEMI-PUBLIC ZONE JUSTICE OF THE PEACE COURT

SEMI-PUBLIC ZONE COURTROOMS CORRECTIONAL PART II/FIXED SCANNING LINE/PUBLIC ZONE CENTRAL RECEPTION/PUBLIC ZONE CIVIL COURTROOMS

PUBLIC ZONE BAR ASSOCIATION

SECURE ZONE JUVENILE COURT/SEMI-PUBLIC ZONE JUVENILE COURT/INFIRMARY/PUBLIC ZONE TRIAL ROOM

JUVENILE COURT ENTRANCE/MAIN ENTRANCE

|  |  |
| --- | --- |
| PUBLIC ZONE -CIRCULATION  SEMI-PUBLIC ZONE -CIRCULATION  PROTECTED ZONE - CIRCULATION  CELL COMPLEX + DETAINEE CIRCUIT | SPECIFIC SECURE ZONE - JUVENILE COURT  SPECIFIC SECURE ZONE - COURT OF ENQUIRY  SPECIFIC SECURE ZONE - PROSECUTOR |

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Figure 2: Schematic representation of a courtroom for correctional hearings

Protected zone

Public Prosecutor's Office

Detainee circuit

Secure Axis

Chamber of the court

Cell

Witnesses

Public axis

1. The Presiding Judge,
2. assessor's seat
3. public prosecutor's seat
4. registrar's seat printer - audio/video controls
5. magistrates' table 3pl. Judge – 1pl. Registrar and separate 1pl. PP minimum 100 cm deep printer - control audio/video
6. seat attendant at the hearing
7. table attendant at the hearing
8. suspects bench minimum 4 pl
9. pleading table lawyers minimum 60cm deep
10. lawyers bench minimum 4pl
11. public bench

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Figure 3: Schematic representation of the passage between the detainee circuit and the correctional courtroom, with physical building standards.

Entrance House

Detainee circuit

Access axis

Cell complex

Police Command Post

Outside

* Correctional courtrooms
* Juvenile court
* Court of Enquiry
* Public Prosecutor

ENV 1627 Class 4

NBN EN 1522 Class FB7 + FSG

NBN EN 356 Class P6B

NBN EN 1063 Class BR7-S + SG2-S

ENV 1627 Class 4

NBN EN 1522 Class FB4 + FSG

NBN EN 356 Class P6B

NBN EN 1063 Class BR4-S + SG2-S

I hope that I have provided you with sufficient information.

Kind regards,

for Filip Heyndrickx

Director of the Directorate of Infrastructure

for Rafael Trigueros

National Coordinator Safety & Security

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