

Ministry of Foreign Affairs
Czech Republic,

Department of Architecture of the Faculty of Civil
Engineering, CTU in Prague

Inspireli Awards

hereby announce

a student architectural competition for a design concept of embassy premises of

**THE EMBASSY OF THE CZECH REPUBLIC - ADDIS
ABABA (ETHIOPIA)**

Prague 09-2018

Promoter

*Ministry of Foreign Affairs of the Czech Republic
Loretánské nám. 5, 118 00 Praha 1*

Competition organiser

*Department of Architecture of the Faculty of Civil Engineering, CTU in Prague
Thákurova 7, 166 29 Prague 6*

Authors of competition conditions

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Subject of competition

The subject of the competition is the elaboration of a design concept of the embassy premises in Addis Ababa in Ethiopia for the Ministry of Foreign Affairs of the Czech Republic.

Type of competition, conditions for participating in the competition:

*Architectural, student, non-anonymous, open,
designed for students from all over the world without limitations*

Terms and conditions

*The competition terms and conditions will be published on
<https://www.inspireli.com/cz/awards/>*

Course of competition, deadlines

*Announcement of competition, publication of conditions 1.10.2018
Presentation of competition terms on www.inspireli.com
Submission of competition proposals 12.6.2019
Announcement of results of competition 1.10.2019.*

Content requirements and organization of competition proposal

The competition will include a graphic and a text part uploaded to www.InspireliAwards.com in category Architecture / Embassy.

Content and layout of graphical and text part

*Content of graphical part: main perspective of the design from a normal horizon line
site plan, floor plans, 2 sections, all elevations, axonometry of premises
other perspectives and views at your discretion*

Content of text part: author's message with the description of the idea, architectural, structural, material and technical aspects of the design classified into text fields:

Project idea

Project description

Technical information

Co-authors (In the case of class work, teacher's name will be added)

Design assessment criteria

The criteria according to which the competition proposals will be evaluated are determined without the order of significance as follows:

- a) Compliance of the proposal with the terms and conditions
- b) Quality of architectural design: originality, creativity and real life feasibility of the design

Prizes, awards

1. Financial awards:

- a. First prize of EUR 2000
- b. Second prize of EUR 1500
- c. Third prize of EUR 1000

2. Non-financial award:

The author's name of the winning proposal will be written on the embassy building that was based on the winning design concept.

Competition jury

- 2 x representative of the Ministry of Foreign Affairs of the Czech Republic
- 1 x representative of the Department of Architecture of CTU in Prague
- 1 x Prof. Livio Sacchi (It.) International consultant, Ethiopian architecture specialist
- 1 x Ing. Arch. Otto Dvorak

The names will be further specified.

Regulations, requirements, operational contexts and required program of the Embassy premises:

Design concept level

The Czech Embassy complex in Addis Ababa will be a business card of the Czech Republic. Its mission will be primarily to express the cultural level of the state and the traditions of Czech architecture within the European and the world context of cultural heritage. It will be a place where foreigners can learn basic information about the history of the Czech Republic, culture and economy. In its own form and content, the embassy complex should express an adequate level of state representation, reflect the genius loci (the environment and the conditions of the site), all this together with meeting at the same time the requirement for

functionality and purposefulness. The prerequisites for the architectural design are its expressive timelessness, high quality of execution, rational layout and the choice and use of adequate materials while sticking to the typological attributes of purpose-built buildings (offices and residences) for diplomatic missions. The architectural solution must also comply with basic safety, economic and, above all, user and operational requirements.

Site, basic regulations

The construction of a new embassy complex will take place on vacant land of 13.304 m², located at Bole Kifle Ketema Kebele 6, Addis Ababa, Ethiopia. The current terrain of the land is flat with worthless natural growth of trees and grass, there are temporary buildings of the plot guard. The northern and eastern boundaries of the plot (marked with a light blue line on the map, Figures 1 and 2) are, beside the fence, lined with a reinforced surface sewer draining mainly rainwater. The southern boundary in its eastern part is formed by the walls of neighboring buildings (private residences, marked with a purple line on the map, Fig. 4), in the central part by the free space of a blind alley (originally planned to be extended and interconnected with the road running along the eastern boundary of the plot, but due to sprawl development and its subsequent legalization a blind corner appeared there), which is presently used by a car service (marked light green and the letter "G" on the map), and in the western part the plot borders on a road which currently serves as the main access road to the plot. The most problematic is the western boundary (see point 6) directly bordering on school buildings (the fencing is thus partly formed by the peripheral walls of the school buildings, which are not marked on the cadastral map at all, on the map see "Š"), but mainly on an obviously illegal construction (corrugated plate-covered containers placed on top of each other; see Fig. 3) of a building serving an unknown purpose, which is, moreover, located in the northwest recess of the site (marked dark blue on the map). As the demolition of the illegal building is difficult to claim under local conditions, we recommend separating this part of the plot by an inner wall, build a road on it (marked brown on the map), and use the newly formed plot for building a support facility and housing for so-called "local workforce" /In Ethiopia it is advisable as a motivation element and for keeping high-quality local workforce to build so-called social housing, eg a separate building, fenced off from the whole complex with its own entrance; a suitable location is in the western part of the plot/ and a parking for the embassy staff. The inner wall would then be provided with a "rear entrance" for the staff and local workforce. The plot would, at the same time, be "rounded" (in the southwest part a usable right angle would be created). The plot is situated near utility systems (gas, high- and low-voltage installations, water, sewerage). An own source of drinking water with sufficient capacity will be built on the plot – a well, the expected drilling depth is 200 m.

The only spatial regulation in the area is the limitation of the height of buildings up to 4 above-ground storeys. The land development index is not set.

Safety requirements, spacing of buildings

The structure(s) of the Addis Ababa Embassy should be located within a sufficient distance from the site fencing perimeter. The distance from the surrounding development should be kept, the spacing between the designed buildings and the fencing should not be less than 10 m, although a distance of ca 25 m is more suitable (spacing is determined by the urban

planning concept). The height of the perimeter fencing should be 2.5 - 3 m with anti-climb barriers, eg an ornamental grille with spikes in the entrance representation part and full concrete fencing in the other parts. The site can be accessed from three sides, the building of the consular and especially the visa department can be situated on the plot boundary. The terrain on the plot should be open, it should not have excessive height differences and should not be too rugged. The Addis Ababa Embassy falls under the "S-Secret" category, therefore, it is imperative to build at least one apartment unit in the embassy complex (the optimal solution, for the reason of substitutability, are two apartment units).

Operational and user requirements

In the design concept of the embassy complex, the following facilities must be situated on the large plot of land: an entrance building, an official embassy building, apartments, a residence, garages, a service facility and a space for leisure time activities of the office staff (children's playground, swimming pool, tennis court, court for ball games). Another requirement is the accommodation capacity for local workforce, which will be separated by fencing from the rest of the embassy. A suitable ratio of circulation spaces and used spaces must be found in the layout solution. This ratio should be maximally 1: 3.

Economic aspect, requirements for energy efficiency of the embassy complex

In real estate development, care must be taken to ensure that the return on investment is favorable (maximum 10-15 years). The result of the investment activity in Addis Ababa should be an energy efficient complex, whose operation will not require high costs spent on primary energies and the servicing of complex technical equipment that consumes energy. The buildings should be situated and designed so as to avoid excessive thermal losses and gains in a passive way – by architectural elements. The economic benefits of using renewable energy resources, including their design, should be assessed. The plot is large enough to provide conditions for organizing social events in a representative garden according to local conditions and customs. The layout design of the plot must be in harmony with its economically undemanding maintenance, incl. the vegetation and its irrigation.

Requirements for zoning of the embassy complex

While developing the embassy complex, the site must include the following zones: official, representative, residential, housing, technical and economic, circulation, recreational, zone of local workforce.

The official, representative and residential zones must be suitably separated from the other zones. This regulation also applies to entrances into individual zones. In the technical and economic zone, we recommend situating the support facilities of a caretaker-service engineer, gardener, technical support facilities (water management, substation, ...). The circulation zone defines entrances, sidewalks, pavements for the arrival of vehicles and garaging/parking. In the recreation zone, we recommend a swimming pool, playground, "tukul" – a circular roofed structure with an open fire, etc. In the zone of the local workforce, working support facilities and social housing will be built.

Requested program of the embassy complex

The design of the embassy complex must include the following structures or separate functional units respectively:

- **Official Embassy Building**
- **Residence**
- **Consular and visa office (separate building)**
- **Apartment building for the embassy staff**
- **Building for local workforce**

Requirements for individual embassy buildings:

The embassy complex in general

The estimated usable floor area of the buildings in the complex is about 2,300 m² (max.2,800m²).

The design principle is the operational separation of individual buildings (in the case of pavilion construction) and operations (in the case of a multifunctional monoblock).

Official embassy building

A building with the following group of spaces with a usable floor area of approximately 870 m²: office spaces, consular and visa department, representative spaces, technical and economic spaces (porter's lodge, boiler room, substations), garages.

The building should be divided into three security and operational units/zones:

- 1 - zone accessible to the public: entrance hall, meeting rooms, consular and visa department waiting room with separate entrances, representative rooms with a hall for 150 people and a dining room for 30 people
- 2 - zone accessible only to the embassy staff: 12 - 15 offices
- 3 - secure zone: 3 offices

Representative spaces in the Official Embassy Building:

- entrance hall 40-50 m²
- cloakroom 15-25 m²
- 1-3 meeting rooms 1-3 x 20-25 m²
- sanitary facilities for visitors accessible from the entrance hall near the meeting rooms, barrier-free solution is required for public spaces
- representative dining room for max. 30 people (variable space)
- representative lounges (variable space)
- assembly hall for 150 people
- technical support (preparation room)
- sanitary facilities (gentlemen, ladies + barrier-free solution)

The meeting rooms serve for dealing with parties. One meeting room must be accessible for parties directly from the security door space through the door controlled from the reception. Entrance into this meeting room for the embassy staff is from the entrance hall. The

remaining meeting rooms are accessible for parties and the embassy staff from the entrance hall. The entrance hall should be fitted with sanitary facilities (gentlemen, women, + barrier-free solution).

The representative spaces (assembly hall, dining room + representative lounges) serve for holding business breakfasts, lunches or dinners (max. 30 participants) and cocktails (up to 150 people). It should also be taken into account that lunch for two persons could also be arranged in the dining room (variable furniture, variable dining room subdivision and variable furniture layout). The representative spaces can also serve to host different ambassador's and diplomatic staff meetings with diplomats from other countries. The welcoming lounge in the representative spaces serves for welcoming guests, serving aperitifs. The lunch itself takes place in the dining room, after lunch guests usually move to the coffee lounge (coffee tables, smaller armchairs). The number of seats in the lounge should correspond to the maximum number of seats at the dining table (this is not a mandatory condition). It is advisable to connect the assembly hall with an outdoor terrace and hold receptions in the garden as well. The representative spaces must be fitted with sanitary facilities (gentlemen, ladies, + barrier-free solution) dimensioned according to the public health regulations and standards in force. The design of the representative spaces must be barrier-free. It is advisable to orient the main part of the representative spaces (in particular the assembly hall or the dining room) into the garden. The representative spaces must not allow visitors' free access to the other embassy spaces. The representative spaces must be separated from the other embassy sections by lockable doors.

The representative kitchen should be sufficiently separated from the representative spaces (acoustically, sufficient air-conditioning (air extraction)). The representative kitchen must also be equipped with the necessary storing facilities (storage rooms, refrigeration and freezing of food). The layout of this type of facilities must comply with strict technical and public health standards, depending on the number and type of dishes prepared and the operation itself. The chef is a staff member delegated by the Ministry of Foreign Affairs. The support staff (waiters and waitresses) are mostly the embassy staff or hired personnel. The above operations must be fitted with sanitary facilities for service personnel. The representative kitchen does not serve for preparing meals for the embassy staff.

Layout of entrances and the circulation network

- main car entrance and entry porter's lodge at two points on the plot boundary
- main entrance (security door space - vestibule)
- reception (with a possibility to control the vestibule)
- corridors and stairs
- passenger lift and potentially freight lift

The main car entrance and the entry porter's lodge will be situated within the site perimeter – using the most appropriate layout position in the south. In the east, there will be a gate with a guard gatehouse (ie a second porter's lodge) to allow visitors' departure during larger social events. The main entrance serves as the entrance for the embassy staff and visitors (except for visitors to the consular department) into the building. The entrance into the building must be barrier-free. The "security vestibule" (filter) must be designed so that it will not be possible to open both the inside and the outside doors simultaneously. Once the outside door is opened, this door must first be closed and only then can the inside door,

through which a visitor or an embassy staff enters the entrance hall, be opened after a command from the reception (or with a card or a numerical code). From the security vestibule, it must be possible to pass mail directly to the reception via a hand-in security window. From the security vestibule, it is advisable to have access directly to the meeting room via a door controlled from the reception. The embassy staff will enter this meeting room from the entrance hall. The receptionist must have direct visual control over the vestibule. They control the entrance into the building, control the entrance door into the security vestibule and into the meeting room. The receptionist must have control over the entrance hall.

Only visitors going to previously arranged meetings will be admitted into the entrance hall. The other meeting rooms, which should best be situated on the ground floor, should be accessible from the entrance hall. Entrances to individual floors must be separated from the entrance hall by doors. The entrance hall should provide direct access to the building's representative spaces (staircase, doors) and, for the embassy staff and selected visitors, to the embassy spaces via a staircase, or lift. Alternatively, entrance to the representative spaces for the public may be provided outside the entrance hall, via a separate representative entrance. The lift to the embassy offices is not intended for the public (it can only be used by a visitor accompanied by an embassy staff). For this reason, it is advisable to situate the lift entrance in such a way that it does not attract the public to an unauthorized entry. In any case, it must be secured against opening. The entrance should only be allowed with a card or code. In any way, it must correspond to the system that is used for other secure entrances. The main staircase must also be separated from the reception hall by a lockable door. The staircase interconnects all floors in the building.

Office section A in the main Official Embassy Building

This section serves the staff of the Ministry of Foreign Affairs. Communication with parties in this section may only take place in the head officer's office, other meetings are held in the meeting rooms on the ground floor or in representative spaces. Section A must be separated from the other embassy spaces by a door. The offices of all the embassy staff have an internal computer and internet network installed that must be separated from each other. This section can also be used by the students of the Diplomatic Academy of the Ministry of Foreign Affairs (Trainees' Office).

- 1 office 36 m²
- secretariat (common for two offices) 25 m²
- 1 office 25-30 m²
- 1 office 20 m²
- meeting room for about 10-15 persons, 30 m²
- 5 offices 16-20 m²
- room with a photocopier + mail room (may be situated in the secretariat) 20 m²

Office section B in the main Official Embassy Building

The staff in this section deal with the agenda related to commercial and economic relations between the Czech Republic and Ethiopia. The staff in this section are the employees of the

Ministry of Foreign Affairs and the Ministry of Industry and Trade. The meetings of these staff members are held in the meeting rooms in the entrance hall.

- 1 office 25 m²
- secretariat + archives 25-30 m²
- 1 office 16-20 m²

Office section C in the main Official Embassy Building

- 2- 3 offices, ceiling height 3.00 m, floor bearing capacity min. 400 kg / m² 20 m²
- separate sanitary facilities (WC + shower)
- tea kitchen

The staff of this section are the employees of the Ministry of Foreign Affairs. One of the offices need not have windows. This section should be located inside the complex, it must not be walk-through and must be equipped with separate sanitary facilities (WC + shower) and a tea kitchen. The rooms must be equipped with a separate air-conditioning circuit in order to discharge waste heat (gain of approx. 8 kW) and at the same time ensure the exchange of air for the staff present.

Office section D in the main Official Embassy Building

- offices of 2x 16 m²
- storeroom of 15 m²
- a room with a photocopier and a records office of the financial and economic department of 16 m²

The staff of this section are employees. They communicate with parties in the meeting rooms on the ground floor. This section also includes the remaining administrative and technical staff of the embassy. These may be delegated staff members or contract employees (husbands or wives of delegated staff), or they may be local workforce (citizens of the country with whom the embassy concludes a contract of employment).

Accessories

- tea kitchen for each floor and each separate section (fridge, microwave, kettle)
- sanitary facilities dimensioned for each floor (gentlemen, ladies), barrier-free solution;
- sanitary facilities for representative spaces (gentlemen, ladies), barrier-free solution;
- separate sanitary facilities (WC + shower, barrier-free solution) for the ambassador, military attaché department, police of the Czech Republic and IT department;
- cleaning chamber for each floor;

Garages and parking

- indoor parking spaces for 10 vehicles;
- garage parking (basement or ground floor) for service and private cars for 10

vehicles;

- parking for visitors in the western part of the plot (by plot retreat, ie behind the embassy complex fencing)

The entrance to the garages should be designed separately from the main entrance into the embassy complex. The garage doors have remote control operation. The garages serve for parking official embassy cars or possibly private cars of the embassy staff. In the garages, it is advisable to place a car wash box for embassy cars and spare parts storage for the car service. The visitors' parking must be separated by the inside wall from the main part of the plot in the south-east corner of the plot (marked dark green on the map), which is at the same time the lowest part of the plot and thus flooded for most of the year. Moreover, it borders on a wall of residential buildings, which tilts to our side. The triangle thus formed could be used, for example, for the storage of mixed municipal solid waste (its removal would not require the opening of the embassy complex to strangers) or as a small visitors' parking for unofficial visits or eg the visa section clients – then there might logically also be an isolated entrance to the consular/visa department.

Warehouses

- internal equipment store 40 m²
- repre storeroom 16 m²
- food storeroom 16 m²
- material storeroom 20 m²
- refrigerated storeroom/storage of frozen food 10 m²
- garbage storage 8 m²

These operations are mostly located in basements, or on the ground floors of buildings. Waste containers may be stored outside within the embassy premises.

Technical support (basement, ground floor)

- technological equipment (boiler room, electric substation, air-conditioning devices, etc.) 60-80 m²
- battery + UPS (Uninterruptible Power Source) 10 m²
- workshop + storage 30 m²
- replacement power supply incl. fuel tanks for 2,000 l - 20 m²

The building includes standard low-voltage devices and wiring (telephones, computer network, electronic signaling, electrical fire alarm, STA/SAT).

Miscellanea

- driver's room on the ground floor 16 m²
- locker room for local workforce (2-4 employees) including sanitary facilities (can be located in the basement)
- drying room, laundry (service)

Basic operational links of the Official Embassy Building

- barrier-free access to all floors
- security separation of individual sections, this separation will be provided by security doors
- offices of the ambassador, military attaché and IT department should not be situated onto the street;
- degree of facade glazing should comply with security requirements and should ensure the privacy of the embassy staff. The glass on the façade of the building should be security glass
- representative spaces should be situated into the garden

Residence

The residence will have a usable floor area of 380 m². According to the potential of the embassy complex plot, the residence will be designed as a detached building.

The following groups of spaces should be located in the building:

- representative spaces including a dining room and a representative kitchen
- private part of the residence (5 + 1 apartment: kitchen 18 m², 3x bedroom 20 m², living room with dining room 50 - 60 m², 2x toilet and 2x dressing room 22 m², guest room with sanitary facilities (WC + shower) for ambassador's private visitors 25 m²
- circulation spaces 25 m²
- garden (private part of the garden)

Entrances to the residence building should be separated as follows:

- a / representative entrance for official events;
- b / service entrance for a chef and staff in the case of a reception;
- c / entrance to the private part of ambassador's apartment;
- d / entrance to the studio for visitors.

Depending on the size and layout of the building, it is possible to merge entrances b/, c/ and d/ and separate entries into individual spaces inside the building.

Representative spaces

- entrance hall 20-30 m²
- dressing room 5-10 m²
- representative lounge 25 m²
- representative dining room connected with a garden for up to 16 people 35 m²
- sanitary facilities for visitors /gentlemen and ladies/ accessible from the entrance hall; barrier-free solution is required 12 m²;
- representative kitchen 20 m², storeroom 4 m² with connection to the cooling and freezing box in the embassy building
- circulation spaces 34 m²

Representative spaces serve for official events organized by the ambassador. These spaces can be interconnected with the ambassador's private apartment. There is a convenient option to connect the representative spaces of the residence with the terrace in the garden.

Private part of the residence

Luxury apartment 5 + 1 with conveniences (at least 2 bathrooms), the apartment must also include the ambassador's office. We recommend the option of interconnection with the guest room in case of a larger number of the ambassador's family members. The private part of the residence should be operationally separated from the representative spaces of the residence.

Garden

The selection of planted vegetation and landscaping must be consistent with the climatic and soil conditions. The garden serves not only for ambassador's private purposes but is also designed for organizing social events where it is desirable to connect the garden with the representative spaces of the residence.

Garage

The garage should accommodate 2 cars. The garage door must be operated with remote control.

Technical support

Boiler room, air-conditioning machine room, replacement power supply with voltage stabilizer, storerooms, high-voltage and low-voltage switchboards, drying room, laundry. These rooms should be accessible from common residence spaces or by a separate entrance from the outside. In no case may entrances into these operational spaces be from the representative part of the residence. In the complex, these parts, except for air conditioning for individual buildings, will be located in the protected area of the Official Embassy Building.

Consular and visa premises

The building of the consular and visa department (CD + VD) with a usable floor area of ca 170 m² can be situated on the boundary of the plot so as to ensure simple entry of the applicants into the CD+VD waiting room directly from the street or via a delimited area of the plot (if the building is situated at some distance from the plot boundary) so that the applicants cannot get to other parts of the embassy complex. The entrances to the site and to the waiting rooms are equipped with electric locks controlled from the office of the consular and visa department or from the porter's lodge. Entrance to CD+VD must not be shared with the main entrance to the embassy building, or to the apartments of the embassy staff. The entrances should be sufficiently distant from each other so that, for security reasons, there is no interference between the movement of the applicants and the embassy staff. Access to the waiting room of the visa and consular departments must be barrier-free. There will be a

waiting room of 18-25 m². According to the chosen layout, it is also possible to build a separate waiting room for the consular department and a separate waiting room for the visa department. In connection with the introduction of biometric features in travel documents and in connection with the introduction of biometric features for visa applicants, it is necessary to have at least two workplaces for scanning biometric features at the embassy. These workplaces must be barrier-free.

The Visa Department (VD) ensures issuing visas for entry into the Czech Republic. The visa applicants have access to the waiting room during office hours where they communicate with the VD staff (hand in applications, pick up visas) through security consular windows. In more complicated cases, it is possible to communicate with the applicant through a consular window in a separate visiting room. In some cases, it is possible to communicate with the applicant at the office table at the VD visiting room. Applicants have access to the visiting room only on the basis of a permission by a VD staff. Applicants do not have access to the VD offices.

The Consular Department (CD) addresses issues related to the settlement of inheritance, citizenship. Applicants have access to the waiting room during office hours where where they communicate with the CD staff through security consular windows. In some cases, it is possible to communicate with the applicants at the office table at the CD visiting room. Applicants have access to the visiting room only on the basis of a permission by a CD staff. Applicants do not have access to the CD offices.

- waiting room 18-25 m²
- 2 to 3 visa workplaces with a security window of 2 to 3 x 4 m² = 12 m²
- VD office 16 - 20 m²
- 2x CD office 16 - 20 m²
- WC gentlemen, ladies + shower 12 m²
- circulation spaces 20 m²

Residential building of the embassy staff

A building with the following group of spaces with a usable floor area of about 700 m²: Staff apartments, garden and recreational areas (swimming pool, playground, "tukul" - circular roofed structure with an open fire ...), technical facilities (boiler room, substations, etc. - will be part of the embassy complex connected to the apartment building)
The following groups of spaces should be located in the residential building:

- apartment 2 + 1 3x 55²
- apartment 3 + 1 3x 75 m²
- apartment 4 + 1 2x 95 m²
- courier accommodation (2x 1 + kitchenette with sanitary facilities and tea kitchen) 2x 25 m²
- circulation spaces 70 m²

The plot of the residential building complies with similar requirements as those specified for the embassy plot. The layout of the residential section should allow the interconnection of apartments 2 +1 and 4 +1 with courier accomodation if a delegated staff member has a

larger family. The apartments must have separate entrances and must not be connected with the official part of the embassy. In the residential part, 2 studio apartments (so-called couriers) must also be built for the accommodation of the Ministry of Foreign Affairs staff during their business trips to this territory. The entrance to the residential building or to the buildings of the residential complex is locked.

Technical support: boiler room, air-conditioning machine room, depending on the locality replacement power source or voltage stabilizer, storerooms, high-voltage and low-voltage switchboards, drying room, laundry. These spaces should be accessible from the common spaces of the residential building or via a separate entrance from the outside. In the complex, these parts, except for air conditioning for individual buildings, will be located in the protected area of the Official Embassy Building.

Building for local workforce (location in the western part of the plot)

The following groups of spaces should be located in the building for local workforce with a usable floor area of approximately 200 m²:

- 4 social flats 2 + kitchenette incl. sanitary facility 4x 40 m²;
- support facilities (dressing rooms with kitchenette, toilets, showers, laundry, workshop 25-30 m²;
- circulation spaces 30 m²

Requirements for car entry and entry to the embassy site

During complex construction of the embassy complex, separate sunk car entrances to the official-representative part of the complex (car entrance and exit for a smooth arrival of vehicles with visitors at ceremonial events) should be built, in the case of the residence a separate car entrance to the residence and to the apartment part (staff parking and garages). There are currently basically three access roads (marked with orange arrows on the map). The main entrance to the embassy complex should be from the southern side with a departure alternative to the east. The entrance would be located in the northeast corner of the plot and should be sunk in relation to the plot boundary so that the waiting vehicle does not obstruct the traffic flow on the local road. It should be controlled from the porter's lodge, and, at the same time, it should be operated via remote control at the arrival of private cars. A barrier (retractable bollard) that could be activated in the event of an emergency or an incoming safety filter (two doors with gradual opening) should be built after the entrance to the complex. Also, separate entrances for pedestrians into the embassy building, the consular and visa departments and the residential part of the complex or the ambassador's residence should be designed on the site. The distance of the entrances into individual sections must be sufficient to avoid the intersection of the embassy and the consular department operations with the operation of apartments and residences. Outside the complex, parking spaces should be built near the entrance to the embassy complex (embassy and consular department building) in the west, where visitors to the consulate and the embassy can park their vehicles (cars, scooters, bicycles). There will be two flagpoles for the Czech Republic and the European Union flag at the main entrance to the building. The name of the office in the Czech and English languages and the national emblem will be placed on the fencing of the plot at the main entrance.

Requirements for paved areas and garden landscaping

The surfaces of roads within the complex and parking spaces must correspond to the surface that is commonly used in the locality and meets the requirements for easy maintenance and the architectural design of the complex as a whole and they should in no case be dusty. The selection of planted vegetation and landscaping must match the climatic and soil conditions and the garden composition in order to optimize the use of its area for social events and recreational needs of the embassy staff.