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**INDUSTRY STANDARD OF THE
PEOPLE'S REPUBLIC OF CHINA**

GA/T 2167-2024

**Specifications for setting service counter of immigration
administration authority
(English Translation)**

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Foreword

This document is in accordance with the provisions of GB/T 1.1-2020 "Guidelines for standardization work Part 1: Structure and drafting rules for standardization documents" Drafting.

Introduction

There are 3,271 immigration management agencies nationwide, which are responsible for accepting applications for entry and exit documents from Chinese citizens and foreigners, and handling nationality affairs.

The immigration administration is responsible for the following important duties. application, etc., serving 140 million people entering and leaving China and abroad each year. It is the immigration administration that connects with the people and presents its image to the outside world.

At present, there is a lack of national unified standards for the setting up of external windows and hardware construction of immigration management agencies, which need to be further standardized and improved.

This document is formulated to solve the above-mentioned problems and improve the experience and satisfaction of the majority of people entering and leaving the country in obtaining documents and services.

After the implementation of this document, it will better build the brand image of China's immigration management and provide Chinese and foreign immigration personnel with equal access to documents and services.

experience, comprehensively enhance the social recognition and international influence of immigration management agencies, and effectively promote the modernization level of immigration management work.

Standardization of external window settings for immigration management agencies

1 Scope

This document stipulates the overall requirements for the external windows of immigration management agencies, the setting of external signs and facilities of windows, and the functional divisions of windows.

And hardware settings, window internal boot system and setting quality assurance requirements.

This document is applicable to the establishment and acceptance of independent windows for immigration administration agencies at all levels to provide entry and exit document processing services.

The windows providing entry and exit document processing services in service halls, ports open to the outside world, comprehensive public security windows, public security police stations and other places for reference only.

2 Normative references

The contents of the following documents constitute essential clauses of this document through normative references in this document.

For referenced documents without a date, only the version corresponding to that date applies to this document; for referenced documents without a date, the latest version (including all amendments) applies to this document.

GB/T 10001.1 Graphic symbols for public information Part 1: General symbols GB/T 10001.9 Graphic symbols for public information Part 9: Symbols for barrier-free facilities GB 15630 Requirements for the installation of fire safety signs GB/T 20501.1 Design principles and requirements for guidance elements of public information guidance systems Part 1: General GB/T 20501.2 Design principles and requirements for guidance elements of public information guidance systems Part 2: Location signs GB/T 20501.3 Design principles and requirements for guidance elements of public information guidance systems Part 3: Plane diagram GB/T 20501.6 Design principles and requirements for guidance elements of public information guidance systems Part 6: Guidance signs GB 50016 Code for Fire Protection Design of Buildings GB 50395 Video security monitoring system engineering design specification GB 50763 Barrier-free design specifications GA 2098 Chinese Immigration Management Logo

3 Terms and definitions

The terms and definitions defined in GB/T 10001.1 and the following apply to this document.

Immigration management agencies at all levels provide public government service venues

for immigration management services such as entry and exit document processing.

4 General requirements

4.1

The external window of the immigration administration agency (hereinafter referred to as the "window") shall be located in a permanent building, which shall be relatively independent and closed and equipped with necessary the safety protection facilities, window safe evacuation and refuge should comply with the requirements of GB 50016.

4.2

The window network environment should comply with the relevant requirements of the public security information network to ensure the security of data transmission and storage.

4.3

An overall plan and implementation plan should be prepared for window settings.