

الرئيس
Chairman



Circular No. (4) of the year 2021

تعميم رقم (٤) لسنة ٢٠٢١

Circular issued by the Qatar Tourism regarding:

تعميم صادر من قطر للسياحة بشأن:

Instructions regarding the installation of security inspection devices in the hotel establishments of all categories (1,2,3,4,5 stars) in the State of Qatar.

تعليمات بشأن تركيب أجهزة تفتيش أمنية في جميع المنشآت الفندقية بكافة فئاتها (١،٢،٣،٤،٥ نجوم) في الدولة

Dear Managers of Hotel Establishments,

السادة/ مديرو المنشآت الفندقية المحترمين،

Further to circular No. (3) of the year 2017 regarding the installation of security inspection devices in the hotel establishments of 3,4,5 stars categories in the State.

إحاقاً للتعميم رقم (٣) لسنة ٢٠١٧ بشأن تركيب أجهزة تفتيش أمنية في المنشآت الفندقية من فئة (٣،٤،٥) نجوم في الدولة.

After perusal of:

بعد الإطلاع على:

- Article (3) of the Emiri Decree No. (15) of 2021 establishing Qatar Tourism, which is assigned to enhance the tourism experience in the State of Qatar, and develop its legal and regulatory aspects;
- Item No. (9) of Article (13) of Law No. (20) of the year 2018, on the Regulation of Tourism, which adheres to the instructions issued by the Qatar Tourism in joint coordination with the related authorities in the State regarding controls of the tourism activities, hotels, and tourism establishments.

- المادة (٣) من القرار الأميري رقم (١٥) لسنة ٢٠٢١ بشأن إنشاء قطر للسياحة المكلف بالعمل على تحسين التجربة السياحية في دولة قطر ومتابعة تطوير ذلك من النواحي القانونية والتنظيمية؛
- البند رقم (٩) من المادة (١٣) من القانون رقم (٢٠) لسنة ٢٠١٨ بشأن تنظيم السياحة والذي نص على مراعاة التعليمات التي تصدر عن قطر للسياحة الوطني للسياحة بناءً على التنسيق المشترك بين قطر للسياحة والجهات المختصة في الدولة بشأن ضوابط العمل بالأنشطة السياحية والمنشآت الفندقية والسياحية؛

The following has been decided:

فقد تقرر ما يلي:

- Security inspection devices that are mentioned in annex No: (1) must be installed in the following Areas:
 - 1) Visitor gates.
 - 2) VIP gates.
 - 3) Service gates.
 - 4) Staff gates.
 - 5) Gates of events and conferences.
- To install security inspection devices, according to the specifications that mentioned in Annex No. (1)

- يتم تركيب أجهزة التفتيش الأمنية المذكورة في الملحق رقم (١) في الأماكن التالية:
 - ١) بوابات الزوار .
 - ٢) بوابات كبار الشخصيات.
 - ٣) بوابات الخدمات.
 - ٤) بوابات الموظفين.
 - ٥) بوابات قاعات الحفلات والمؤتمرات.
- يتم تركيب أجهزة التفتيش الأمنية وذلك حسب المواصفات المذكورة في الملحق رقم (١).

3. It is strictly forbidden to bring the items mentioned in Annex No. (2) into hotel establishments.

٣. يمنع منعاً باتاً من دخول المواد المذكورة في الملحق رقم (٢) الى داخل المنشآت الفندقية.

For more information on specifications of the inspection devices and installation areas, please contact Capt. Nasser Fahad Al Ali, a representative of the Security Committee, Technical Affairs and Telecommunications Unit at the Supreme Committee for Delivery and legacy.

لمزيد من المعلومات حول مواصفات أجهزة التفتيش وأماكن تركيب هذه الأجهزة، يرجى التواصل مع النقيب/ ناصر فهد العلي ممثل من اللجنة الأمنية، وحدة الشؤون الفنية والاتصالات باللجنة العليا للمشاريع والإرث

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The officials of Qatar Tourism, in coordination with the officials at the Ministry of Interior and the officials of other relevant authorities of the State, shall continuously inspect hotels and touristic areas to ensure their compliance with the provisions of the Tourism Law No. (20) of the year 2018, and instructions issued according to it.

يتولى موظفي قطر للسياحة المختصين بالتنسيق مع موظفي وزارة الداخلية والجهات الرسمية الأخرى المختصة بالدولة مهمة الرقابة والتفتيش بشكل دائم على المنشآت الفندقية والمناطق السياحية، وذلك للتأكد من التزامها بالعمل بأحكام قانون السياحة رقم (٢٠) لسنة ٢٠١٨ وهذه التعليمات الصادرة بموجبه.

These instructions shall be in place as of the date of their issuance.

يتم العمل بأحكام هذه التعليمات اعتباراً من تاريخ صدورها.

Qatar Tourism appreciates your cooperation in implementing these instructions to avoid legal liability prescribed by Law No. (20) of 2018.

تشكر قطر للسياحة تعاونكم في تنفيذ هذه التعليمات لتجنب أي مساءلة قانونية تترتب على مخالفتها وذلك وفقاً لما قرره القانون رقم (٢٠) لسنة ٢٠١٨.

Issued on Monday corresponding to 18/10/2021

صدر في هذا اليوم الإثنين الموافق: ٢٠٢١/١٠/١٨م



أكبر الباكر
رئيس قطر للسياحة
Akbar Al Baker
Chairman

Attachments:

- Circular No. (3) of the year 2017.
- Annex No. (1) hotels security equipment technical specifications.
- Annex No. (2) prohibited items at the hotels

المرفقات:

- التعميم رقم (٣) لسنة ٢٠١٧
- الملحق رقم (١) المواصفات الأمنية لمعدات أمن الفنادق
- الملحق رقم (٢) المواد المحظورة في الفنادق.

2017/04/25

تعميم رقم (3) لسنة 2017م
Circular No (3) 2017

To: General Managers: All Hotels

Subject: Instructions regarding the installation of security inspection devices in the hotel establishments of category (3, 4, 5) stars in the country.

السادة/مدراء المنشآت الفندقية المحترمين
الموضوع: تعليمات بشأن تركيب أجهزة تفتيش أمنية في المنشآت الفندقية من فئة (3،4،5) نجوم في الدولة.

With reference to the above subject and in accordance with the provisions of section (8) of Article (8) of Law No. (6) of the year 2012 on the Organization of Tourism, which obliges licensed tourist establishments to "observe instructions issued by the QTA based on the joint coordination between the QTA and the competent authorities in the State, about the rules which control tourist activities or hotel and tourism facilities"

بالإشارة الى الموضوع أعلاه وعملا بنص البند (8) من المادة (8) من القانون رقم (6) لسنة 2012 بشأن تنظيم السياحة، والذي يقضي بالزام المنشآت السياحية المرخصة ب "مراعاة التعليمات التي تصدر من الهيئة بناء على التنسيق المشترك بين الهيئة والجهات المختصة في الدولة بشأن ضوابط العمل بالأنشطة السياحية أو المنشآت الفندقية والسياحية".

Based on the joint coordination between Qatar Tourism Authority and Ministry of Interior, in order to maintain the safety and security of clients and guests of the hotel facilities; and since the hotel facilities (and hotel apartments) classified as (3), (4) and (5) star grade considered major hotel facilities, are the destination for the majority of official figures, state visitors, and business tourism visitors.

وبناء على التنسيق المشترك بين كل من الهيئة العامة للسياحة ووزارة الداخلية، بهدف الحفاظ على أمن وسلامة النزلاء والزوار في المنشآت الفندقية، وحيث أن المنشآت الفندقية (فنادق وشقق فندقية) والمصنفة ثلاثة، أربعة وخمسة نجوم تعتبر منشآت فندقية كبرى وهي الوجهة المقصودة لإقامة كبار الزوار والشخصيات الرسمية وزوار سياحة الأعمال القادمة للدولة.

It has been decided as follows:

1. Installation of inspection devices (X-RAY) to inspect luggage and bags according to the following technical specifications:
 - 1) RAPISCAN 620
 - 2) SMITH
2. Inspection devices (X-RAY) are installed in the following locations:
 - 1) Visitor gates.
 - 2) VIP gates.
 - 3) Service gates.

- فأنا نفيد بأنه قد تقرر الاتي:
1. تركيب أجهزة تفتيش (X-RAY) لتفتيش الامتعة والحقائب وحسب المواصفات الفنية التالية:
 - 1) RAPISCAN 620
 - 2) SMITH
 2. يتم تركيب أجهزة التفتيش (X-RAY) في الأماكن التالية:
 - 1) بوابات الزوار.
 - 2) بوابات VIP.
 - 3) بوابات الخدمات.

- 4) Staff gates.
5) Gates of events and conferences.
3. For more information on the specifications of the inspection equipment their installation and the training course on the use of these devices, please contact Lieutenant Abdulla Talib Afifah at telephone number 66665611.

- (4) بوابات الموظفين.
(5) بوابات قاعات الحفلات والمؤتمرات.
3. لمزيد من المعلومات حول مواصفات أجهزة التفتيش وأماكن تركيبها والدورة التدريبية على استخدام هذه الأجهزة يرجى التواصل مع الملازم عبدالله طالب عفيفة على هاتف رقم 66665611

The provision of this circular shall be implemented as the date of issuance. Hotels facilities will be granted a period of six (6) months to adjust their positions in the line of provisions of this circular.

يعمل بأحكام هذا التعميم من تاريخ صدوره، وتمنح المنشآت الفندقية فترة (6) ستة أشهر لتوفيق أوضاعها بما يتناسب مع أحكام هذا التعميم.

After the expiry of the specific period, inspection tours will be organized by QTA inspectors to insure compliance herewith.

بعد انقضاء الفترة الزمنية المحددة بالتعميم سيتم تنظيم جولات تفتيشية من قبل ممثلي الهيئة العامة للسياحة لضمان التزامكم بتنفيذ التعليمات اعلاه.

QTA appreciates your due cooperation, in order to avoid recourse to any penalties provided in chapter (7) of the law.

تشكر الهيئة تعاونكم بهذا الخصوص تفاديا لاضطرارها توقيع العقوبات الواردة في الفصل السابع من القانون بحق المنشآت الفندقية المخالفة

This Circular shall be effective as of its issuance date. Any previous circular or instructions in discrepancy with this circular shall be automatically revoked

يعمل بهذا التعميم من تاريخ صدوره وتعتبر أى تعليمات او تعاميم سابقة مخالفة لهذا التعميم لاغية.

Thank you for your cooperation.
Yours sincerely,

شاكرين لكم حسن تعاونكم.
وتفضلوا بقبول فائق الاحترام والتقدير



ع/رئيس الهيئة العامة للسياحة

**Hotels Security Equipment
Technical Specifications**

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1. Security Screening Systems

Security scanning and screening system will consist of the following main components:

- Hand-Held Metal Detectors;
- Automatic Walk-Through Metal Detectors (AWTMD);
- X-ray Scanning System Devices;
- Tray Bins (if required)
- Metal Detector Divesting Tables.

1.1. Automatic Walk-Through Metal Detectors (AWTMD)

Automatic Walk-Through Metal detector units will assist in the security operations at each security check points where there is a requirements to detect any metal objects carried by an individual. The system shall also have the capability to automatically detect and alert the operator with a local audible and visual alarms.

AWTMD shall be able to ensure higher discrimination of individual metal objects reducing the level of incorrect detection and increasing the flow of passage through the metal detector combined with a high level of security. It shall be capable of being synchronized and be installed alongside another unit at a distance of 10 cm (or another distance based on manufacturer's recommendations) without causing any interference to each other and operating effectively.

AWTMD must be compliant with all but not limited to the following:

- Standards for Enhanced Metal Detectors (EMD);
- Electromagnetic Standards on Human Exposure and Pacemaker Safety;
- International Standards for electrical safety and EMC.

AWTMD shall have meet the following minimum requirements:

Operating Temperature	-20 °C to +60 °C
Protection	IP 65, anti-vandalism, anti-tampering, weather resistant
Zone Detection	Multi-Zone
Power Supply	100-240 VAC/50-60 Hz AC Power Battery (long life battery backup)
Alarm Signalling	Adjustable audible and visual alarm Multi-zone display bar for localization
Localization Zone	Visual Zone Indication
Parameter Changes	Required, alarm volume, tone, counter reading, etc.
Security Level Selection	Required
Sensitivity	100 sensitivity steps in each program
Communication Capabilities	Required
Programming	Local (alphanumeric display and keyboard Control Unit) and Remotely
Magnetic Media	Harmless to magnetic media (CD, tapes, etc.)

1.2. Handheld Metal Detectors (HHMD)

Handheld metal detector units for individual scanning, for both magnetic and non-magnetic metals. Handheld detectors shall have meet the following minimum requirements:

- Handheld metal detector units should be portable;
- Units shall operate with either alkaline or rechargeable batteries;
- Batteries shall last for a period of 30 hours of continuous use;
- Charging of the rechargeable portable metal detector should be done with a specialized induction type charger.

Handheld metal detector shall have the following minimum features:

- User selectable switch to allow either visual only indication or visual and audio (vibration as an option) when metal items detected;
- User selectable sensitivity adjustment;
- Power indicator;
- Built-in sounder;
- Audible alarm tone should increase automatically when moved closer to the metal object and/or if there is an increase in mass of metal;
- Silent mode as an option;
- Portable metal detector shall have a carrying-case that should have space for portable metal detector, battery charger and associated cable.
- Other specific technical requirements include:

Operating Temperature	-15 °C to +65 °C
Dust and moisture protection	IP64 or higher
Alarm Signalling	Adjustable audible and visual alarm, vibration as an option
Relative humidity	0 to 95%

HHMD must be compliant with all but not limited to the following:

- Electromagnetic Standards on Human Exposure and Pacemaker Safety;
- International Standards for electrical safety and EMC.

1.3. Metal Detector Divesting Tables

The Metal Detector Divesting Table acts both as a spacer between the X-ray unit and the metal detector or between two metal detectors and as a temporary depository for personal metal items which are not required to undergo X-ray analysis.

The base is constructed in material that guarantees maximum compatibility with the Metal Detector, and will not transmit any mechanical shocks from the X-ray unit to the inspection gate.

In combination with Walk-Through Metal Detectors, the Metal Detector Divesting Table is a temporary location of personal metal effects for people to be screened. The base is constructed in material that guarantees maximum compatibility with the Metal Detector.

1.4. X-ray Scanning Systems

X-ray Scanning System should be used to screen all carry-on baggage and parcels at each checkpoint with excellent image quality and threat detection alert capability, and detect any magnetic and non-magnetic metal objects stored or located within all scanned items.

It shall have facility to screen all but not limited to carry-on, receivables, hand baggage, and other carried items entering the Hotel including but not limited to hand-carried, briefcases, laptop computers, coats, mobile telephones, keys, coins, packages, and cargo.

Proposed system shall enable detection of but not limited to various restricted items, weapons and detect typically hidden contraband, such as drugs as well as a wide range of explosives and narcotics respectively in real time during the scanning process by marking a potential threat on the X-ray image. The system shall be designed to allow future software and hardware upgrades to facilitate the automatic detection of changing threat materials as well as adjusting for varying levels of security, as required.

Tray Bins (Medium Size Containers) are recommended to be provided to convey hand bags.

Stainless steel with height-adjustable legs Divest Tables, Loading Tables/Entrance Rollers, Composure/Extension Rollers, Composure/Exit Rollers with Items Stop, Manual Diverter Rollers (MDR), Alternative Viewing Station (AVS), and Bin Carts shall all be part of the proposed systems solution.

System components shall consist of mainframe containing the electrical distribution system, conveyor system, X-ray controller, X-ray generator and detector system. The operator interface shall be ergonomically designed, easy to use and include imaging features that enables effortless identification of common items, and clear most suspicious items with a minimum of controls. The operators console shall be able to be either located on the side of the mainframe or located on a suitable table.

Conveyor control shall be via discrete mechanical push buttons with positive tactile responses. A touch activated panel controlling an on-screen tool-bar with descriptive icons representing all imaging functions available shall be utilized. The display monitor shall be of high resolution, SVGA minimum 21" flat screen LCD/LED display, be adjustable via tilt and swivel mechanism on the base; and require minimum operator adjustments. The mainframe should be welded steel frame construction with steel cover panels. All parts of the structure including lead radiation shielding, both internal and external, are to be painted. All radiation shielding should be part of the internal frame structure, not part of the steel cover panels. The system shall be movable on castors and include suitable stabilizing feet. The Operator's console should be of ergonomic design and construction. The enclosure should also support the display monitor, and all components shall fit on the operator's console table.

Operation console shall consist of the PC type computer system containing the system interface, data acquisition system, console interface, mass storage disk and true colour display adaptor, Flat Panel LCD/LED colour monitor, Windows OS platform, memory storage capacity not less than 500 GB.

X-ray scanning system must be compliant with all but not limited to the following:

- U.S. FDA and equivalent international regulatory requirements
- Radiation safety standard
- General performance standard
- ICE standard
- International Standards for electrical safety, and
- Must meets all applicable laws and regulations with respect to X-ray emitting devices and leakage
- All X-ray Scanning System Devices could be with a dual view scanner or a single view scanner.

1.4.1. Small Size (Hand Baggage) X-ray Scanning System

Small size baggage X-ray system should confine based on but not limited to the following minimum requirement:

Physical Specifications

Tunnel Size	600 (W) x 400 (H) [mm] (23.62 x 15.75 in.)
Conveyor Speed	0.20 m/sec (39 ft./min)
Conveyor Max Load	Not less than 150 Kg (361 lbs) evenly distributed
System Power	220 VAC +/- 10% / 60/50Hz / 10/5 Amps max
UPS	UPS backup power or voltage regulator in case of power failure.

X-ray Generator and Image Performance

Steel Penetration	32mm standard; 35mm typical
Wire Resolution	38 AWG standard; 40 AWG typical
Material Separation	Required

Operating Environment

Storage Temperature	-20 °C to 50 °C
Operating Temperature	0 °C to 40 °C
Humidity	5% to 95% (not condensing)

1.4.2. Medium Size Baggage X-ray Scanning System

Medium size baggage X-ray scanning system should confine based on but not limited to the following minimum requirement:

Physical Specifications

Tunnel Size	750 (W) x 550 (H) [mm] (29.50 x 21.65 in.)
Conveyor Speed	0.20 m/sec (39 ft./min)
Conveyor Max Load	Not less than 150 Kg (361 lbs) evenly distributed
System Power	220 VAC +/- 10% / 60/50Hz / 10/5 Amps max
UPS	UPS backup power or voltage regulator in case of power failure.

X-ray Generator and Image Performance

Steel Penetration	32mm standard; 35mm typical
Wire Resolution	38 AWG standard; 40 AWG typical
Material Separation	Required

Operating Environment

Storage Temperature	-20 °C to 50 °C
Operating Temperature	0 °C to 40 °C
Humidity	5% to 95% (not condensing)

1.4.3. Large Size Baggage / Cargo X-ray Scanning System

Large size baggage / cargo X-ray scanning system should conform based on but not limited to the following minimum requirement:

Physical Specifications

Tunnel Size	1000 (W) x 1000 (H) [mm] (39.4 x 39.4 in.)
Conveyor Speed	0.20 m/sec (39 ft./min) in both direction
Conveyor Max Load	Not less than 200 Kg (441 lbs) evenly distributed
System Power	115/230 VAC +/- 10% / 60/50Hz / 10/5 Amps max
UPS	UPS backup power or voltage regulator in case of power failure.

X-ray Generator and Image Performance

Steel Penetration	50mm standard; 52mm typical
Wire Resolution	38 AWG standard; 40 AWG typical
Material Separation	Required

Operating Environment

Storage Temperature	-20 °C to 50 °C
Operating Temperature	0 °C to 40 °C
Humidity	5% to 95% (not condensing)

2. Training

Training could be provided for the following Users:

- Operations staff (operators and trainers);
- Maintenance staff (Engineers and System Administrators).

Training could include:

- Class-room training;
- Practical training.

Training material for two levels of Users (End User/Operator and System Admin) should be available.

2.1. Training Certification

In order to record the successful completion of this training a "Certificate of Completion" shall be issued to the Trainees who have attended the full course (which includes hands - on exercises) and successfully passed the giving Test at the end of the Training course.

The following items are prohibited at the Hotels:*

- explosive devices, detonators, and items containing any explosive materials;
- flammable and pyrotechnic substances and items;
- compressed and liquefied gases (except those allowed for personal use by Laws of the State of Qatar and liquefied gases used for cooking purposes by Hotel personnel);
- weapons of any type, including self-defence, ammunition or components of guns, cold steel weapons or any device suspected to be a firearm ammunition;
- oxidising substances and organic peroxides, toxic, radioactive, caustic or corrosive materials, which are able to easily release oxygen, sustain combustion, and can, under appropriate conditions or in a mixture with other substances, cause spontaneous combustion and explosion
- poisonous, noxious or pungent substances
- psychotropic substances (including narcotics), any restricted items and/or substances prohibited by Laws of the State of Qatar

**Discovery of the following items requires a police response*

Example of the Prohibited items Board/Signage

المواد المتفجرة، وصواعق التفجير، وكل ما يحتوي عليهما
العناصر والمواد القابلة للاشتعال والمفرقعات
الغازات المضغوطة والسائلة

Explosives, detonators and items containing them; Flammable and pyrotechnic substances and items Compressed and liquefied gases

الأسلحة بأنواعها بما في ذلك أسلحة الدفاع عن النفس، والخناجر، ومكونات البنادق، والأدوات التاقية أو ذات الشفرات، والسكاكين، والأسلحة البيضاء

Weapons of any type, including for self-defence, ammunition or components of guns and Piercing or bladed items, knives, cold steel weapons,

المواد المؤكسدة والبيروكسيدات العضوية
المواد السامة أو المشعة أو الكاوية أو المسببة للتآكل
المواد السامة أو الضارة أو النفاذة

Oxidising substances and organic peroxides
Toxic, radioactive, caustic or corrosive materials
Poisonous, noxious or pungent substances