

STAGES 1–9	1 Detection, arrival or rescue	2 Immediate safety and medical triage	3 Registration and explanation of rights	4 Safeguarding, vulnerability, age and protection assessment	5 Referral to the appropriate reception pathway	6 Legal or administrative decision	7 Accommodation, support and case management	8 Transfer, continued protection, integration or lawful return	9 Review, learning and accountability
PERSON AND FAMILY EXPERIENCE	“I am brought to safety and treated as a person, not a case.” ♥ Safety and care come before any questions.	“My urgent needs are seen to — warmth, food, medical care.” ♥ Privacy and consent during examination and care.	“I understand where I am, my rights, and what happens next.” ♥ Interpreter and information in a language I understand.	“If I am a child or at risk, this is recognised early.” ♥ Benefit of the doubt — treated as a child until determined.	“My placement follows my needs and my situation.” ♥ Family unity and specific needs respected in placement.	“My case is decided individually, in writing, with reasons.” ♥ Individual assessment; right to appeal; no collective decisions.	“I have a stable place, a named caseworker and a plan.” ♥ I take part in decisions about my own plan.	“I know what happens next, and why, before it happens.” ♥ No collective expulsions; children move only with a best-interests decision.	“What happened to me makes the system better for the next person.” ♥ Unannounced inspections; complaint channels that are answered.
FRONTLINE AND EMERGENCY RESPONSE	Border, police and maritime rescue services	Frontline services; social services							
HUMANITARIAN ORGANISATIONS	Humanitarian emergency teams	Humanitarian emergency teams and health services	Humanitarian accompaniment	Reception and humanitarian staff			Humanitarian organisations	Reception and humanitarian services	
RECEPTION AND SOCIAL SERVICES		Frontline services; social services		Reception and humanitarian staff	Reception services		State reception system with contracted NGOs; child-protection centres	Reception and humanitarian services	
LEGAL AND PROTECTION AUTHORITIES			National police (registration and screening), asylum office, duty lawyer, interpreter	Public prosecutor for minors; forensic doctors; child-protection services		Asylum office and interior ministry, with judicial review			
GOVERNMENT COORDINATION					Ministry responsible for migration; government delegation	Government coordination		Government coordination with receiving territories and services	Government coordination
DATA, FUNDING AND INDEPENDENT OVERSIGHT									Ombudsman (incl. NPM), prosecutors, auditors, parliament, EU bodies
STAGE DETAIL	RECEIVES Alert or sighting; location; condition of those arriving DECISION Safe rescue, disembarkation and immediate assistance JUSTIFICATION Duty of rescue at sea (SAR); non-refoulement; EU screening rules (Reg. 2024/1356) RECORD Operational rescue / arrival logs ◦ · aggregate statistics published HANDOVER To medical triage and humanitarian first response →	RECEIVES Persons assisted; visible needs; rescue log DECISION Who needs urgent or hospital care; immediate humanitarian aid JUSTIFICATION Medical need; state humanitarian assistance programme (RD 441/2007) RECORD Triage note and first-assistance record HANDOVER To registration once safe and able to take part →	RECEIVES Identity details; triage outcome; interpretation DECISION Identity and screening; wish to seek protection recorded JUSTIFICATION Asylum Act (Law 12/2009); LO 4/2000; EU Screening and Asylum Procedure Regs. (2026) RECORD Registration entry; EU screening form; record of rights information HANDOVER To safeguarding and protection assessment →	RECEIVES Registration data; indicators of age, risk or trafficking DECISION Child or adult; vulnerabilities and protection needs JUSTIFICATION LO 4/2000 Art. 35; presumption of minority; best interests (UN CRC Art. 3) RECORD Age-determination decree; register of unaccompanied children HANDOVER Children into public guardianship; adults to their pathway →	RECEIVES Assessment outcome; available reception capacity DECISION Pathway: protection reception, humanitarian attention or child protection JUSTIFICATION Reception rules (RD 220/2022); humanitarian programme (RD 441/2007) RECORD Referral decision · individual reception file ◦ HANDOVER To the assigned centre or guardianship service →	RECEIVES Application or file; interview; evidence DECISION Admission to procedure; protection status; or lawful return decision JUSTIFICATION Asylum Act (Law 12/2009); EU Asylum Procedure Reg. (2024/1348) RECORD Reasoned written decision, notified with appeal rights HANDOVER To case management for the outcome that follows →	RECEIVES Referral; assessment; status of the legal decision DECISION Individual support plan — housing, health, education, work JUSTIFICATION Reception rules (RD 220/2022); guardianship (Civil Code Art. 172); AMIF funding RECORD Individual case file and itinerary ◦ · programme plans published HANDOVER To transfer, integration or return planning →	RECEIVES Case plan; capacity; individual circumstances DECISION Transfer, autonomy phase, redistribution of children, or lawful return JUSTIFICATION Reception rules; child-redistribution framework (2025–26); return safeguards RECORD Transfer and redistribution resolutions published · individual files ◦ HANDOVER To receiving services — and to system learning →	RECEIVES Data, evaluations, complaints, audit findings DECISION What worked, what must change; accountability for decisions JUSTIFICATION Ombudsman law; transparency law (Law 19/2013); EU fund audit rules RECORD Published inspection and audit reports, statistics, official norms HANDOVER Back into training, resourcing and design of the response →
THE FOUR TRANSPARENCY PRINCIPLES — APPLIED TO EVERY STAGE	V Visibility Can people see who is responsible?		S Sequence Is the next step clear?		J Justification Can the decision be explained?		A Auditability Is there an appropriate record?		◦ marks items that are: “Not identifiable from publicly available information.” This is a visibility observation, not a finding of failure or non-compliance.

