

APPROVED

by the resolution of the Cabinet of Ministers of Ukraine
of _____, 2002, # _____

REGULATIONS

on the Refugee's Certificate

1. Refugee's Certificate ("certificate" hereafter) is the passport document that certifies the identity of the owner and the fact that this person was granted refugee status in Ukraine in accordance with the Law of Ukraine "On Refugees".

The certificate is the property of Ukraine.

2. The certificate is issued to a foreign citizen or to a stateless person of 16 years of age or older by the office of the migration service in the Autonomous Republic of Crimea, districts (*oblasts*), cities of Kyiv and Sevastopil ("migration service office" hereafter) on the basis of the decision of the State Committee for Nationalities and Migration to grant foreigner or stateless person the refugee status. The certificate is issued to a child who is parted with family and granted the refugee status before IC attains the age of 16.

The fact of issuing the certificate to a foreign citizen or to a stateless person is registered in the registration book for the documents subjected to strict registration. Certificate number and the date of issue are included also in the reference and information database of the centralized information system of the State Committee for Nationalities and Migration.

3. The certificate forms are manufactured at the request of the State Committee for Nationalities and Migration in the form of passport book or passport card in accordance with the specimen, approved by the Cabinet of Ministers of Ukraine. The terms of the application of passport card are determined by the Cabinet of Ministers of Ukraine in accordance with the possibilities of the State Uniform Automatized Passport System. The order of the registration is determined by the State Committee for Nationalities and Migration.

4. The certificate is a 20-page bound booklet in soft cover made of binding material, 88.0 x 125.0 mm in size. Each page has a number and depiction of the Small State Emblem of Ukraine. There are

perforated series of two letters and number of six numerals in top of pages 1-20, left corner of the bottom of pages 1, 3, 5, 7 contains printed version of series and number.

5. In the upper part of the front cover a word “УКРАЇНА” "UKRAINE" is printed in light gold color, inscription "ПОСВІДЧЕННЯ БІЖЕНЦЯ" is printed below in the middle, inscription "REFUGEE'S CERTIFICATE" is under it.

6. On page 1 of the booklet inscriptions "The date of issue" and "Validity term" of the certificate, "The name of the migration service office that issued the certificate ", "date and number of the decision to grant the refugee status" are given.

Indicated on page 2 are "The number of refugee's legal case", and information about refugee's identity documents (number and date of issue),"The source of getting information on IC". Here there also must be the stamp of the migration service office and the signature of its head.

On page 3 inscriptions "Holder of the certificate", "Refugee's last name, given name(s), patronymic", "Date" and "place of birth", "Citizenship", and "Country of permanent residence" are indicated.

On page 4 inscriptions "Description of the holder of the certificate", "Height", "Hair", "Colour of eyes", "Face shape" "Description of his/her distinctive marks" are indicated, space is left for refugee's photograph and signature, and for the stamp of migration service office.

On page 5-7 information is indicated concerning refugee's marital status and refugee's family members under 16 years of age that reside in Ukraine together with the refugee. Data on such family members are included into the certificate of one of the parents, children's photographs are pasted here. In the certificate of the other parent the number of children is indicated, as well as the number of father's or mother's certificate where the records on them are made.

Pages 8-10 are reserved for notes on the prolongation of the validity term of the certificate. There also must be the stamp of the migration service office and the signature of its head.

Pages 11-17 are for the notes on the registration of refugee in the places of his/her temporary residence.

Page 18 is reserved for special notes (information on providing financial and medical assistance, etc.)

On pages 19-20 the extracts from these Regulations.

7. All the records in the certificate are made in black ink. The records are made: on pages 1 to 10 - by staff members of migration service offices (refugee's last name, given name(s), patronymic are written in print-like letters); on pages 11-17 - by staff members of citizenship,immigration and registration offices; on page 18 - by staff members of the offices that provided assistance to certificate's bearer.

8. The certificate is handed for one year to a foreign citizen or to a stateless person by the migration service office within seven days after migration service office received a decision of the State Committee for Nationalities and Migration to grant the refugee status to the person of concern.

The validity term is prolonged during the rewrite of the refugee by migration service office at the place of refugee's residence. When the certificate is handed to the refugee, the authorities retain the identity certificate that person has received when he/she applied for refugee status.

9. The certificate is subject to replacement in the following circumstances:

all the pages reserved for the prolongation of the card are completely used;

the refugee changed his/her last name, given name(s) or patronymic;

discrepancies in records are revealed;

the certificate became unusable.

The replacement of the certificate is officially made by the migration service office during seven days in the place of refugee's residence.

10. To have one's certificate replaced the refugee must submit:

a) application form (a sample is attached);

b) the certificate subject to replacement;

c) two 60x40 mm photographs;

d) two 30x40 mm photographs of every family member under 16 years of age who resides in Ukraine together with the refugee.

To replace the certificate because of such circumstances as the change of last name, given name(s) or patronymic, or revealing the discrepancies in records additional documents must be submitted that confirm the respective circumstances.

11. If the certificate is lost, the refugee must inform of that occasion internal affairs office and migration service office in the place of residence within three days.

The certificate is renewed on the basis of decision of migration service office within seven working days.

To obtain the renewed certificate refugee must submit:

documents indicated in the subsections "a", "c" and "d" of the section 10 of these Regulations;

document issued by the office of the Ministry of Internal Affairs to certify that the criminal case in connection with the theft of the certificate was (was not) open or that the case was closed;

notification issued by internal affairs office that the refugee's application concerning the loss of the certificate has been registered

12. Refugee is subject to punishment in accordance with the legislation of Ukraine for forging the certificate, or using the forged certificate.

13. The refugee's certificate may be withdrawn or declared invalid in accordance with the Law of Ukraine "On refugees".