

*Official Gazette of RS, no. 53/2008*

Pursuant to Article 25 paragraph 4 and Article 58 paragraph 3 of the Law on Asylum (Official Gazette of RS, no. 109/07) and Article 17 paragraph 4 and Article 24 of the Law on Government (Official Gazette of RS, nos. 55/05, 71/05 - amendment and 101/07),

the Minister of Interior hereby passes the following

## **R E G U L A T I O N**

### **on the Content and Format of Asylum Application Forms and Documents That May Be Issued to Asylum Seekers and Persons Granted Asylum or Temporary Protection**

#### ***Article 1***

This Regulation prescribes the content and format of asylum application forms, certificate for a person who expressed an intention to request asylum, ID card for an asylum seeker, ID card for a person granted asylum and ID card for a person granted temporary protection.

#### ***Article 2***

The asylum application form shall be printed in the Serbian language, in the Cyrillic alphabet, and in the English language.

The content of the asylum application form shall be translated orally into the language the asylum seeker understands.

The asylum application form shall be completed in the language in which it is printed. If the asylum seeker does not understand the language in which the asylum application form is printed, he/she may complete it in the language he/she understands.

#### ***Article 3***

The certificate for a person who expressed an intention to seek asylum (hereinafter: the Certificate), ID card for an asylum seeker, ID card for a person granted asylum and ID card for a person granted temporary protection shall be printed in the Serbian language, in the Cyrillic alphabet.

#### ***Article 4***

An alien who expressed an intention to submit an asylum application as well as the members of his/her family accompanying him/her shall be issued a Certificate.

The Certificate shall be issued by an authorised officer of the Ministry of the Interior.

#### **Article 5**

The Certificate form shall be printed on 21 x 29.7 cm white paper (hereinafter: A4), which is enclosed with this Regulation and constitutes its integral part (Form no. 1).

The Certificate shall be issued in three copies, of which the first shall be issued to the alien, the second shall be delivered without delay to the Asylum Office, while the third shall remain in the files of the organisational unit of the Ministry of the Interior where the authorised officer who issued the Certificate works.

#### **Article 6**

The asylum application form shall be printed on white A4 paper, on four sheets, which is enclosed with this Regulation and constitutes its integral part (Form no. 2).

The asylum application shall be submitted personally.

#### **Article 7**

The ID card for a person requesting asylum shall be issued by the Asylum Office, after completing registration of the person.

The ID card for an asylum seeker shall be valid until the completion of the asylum procedure, and its validity shall be extended every six months.

#### **Article 8**

The ID card form for an asylum seeker shall be printed on 9 x 6 cm white cardboard, which is enclosed with this Regulation and constitutes its integral part (Form no. 3).

#### **Article 9**

The ID card for a person granted asylum shall be issued with a validity period of five years for persons to whom the right to refuge was recognised or one year for persons to whom subsidiary protection was recognised.

In the procedure of issuing an ID card for a person granted asylum, the authorised officer may request from the person to whom the ID card is being issued to enclose two 2.5 x 3.5 cm photographs that are his/her good likeness.

#### **Article 10**

The ID card form for a person granted asylum shall be printed on 9 x 6 cm white cardboard, which is enclosed with this Regulation and constitutes its integral part (Form no. 4).

#### ***Article 11***

The ID card for a person granted temporary protection shall be issued with a validity period of one year.

In the procedure of issuing an ID card for a person granted temporary protection, the authorised officer may request from the person to whom the ID card is being issued to enclose two 2.5 x 3.5 cm photographs that are his/her good likeness.

#### ***Article 12***

The ID card form for a person granted temporary protection shall be printed on 9 x 6 cm white cardboard, which is enclosed with this Regulation and constitutes its integral part (Form no. 5).

#### ***Article 13***

Persons issued the documents referred to in Articles 7, 9 or 11 of this Regulation shall appear before the Asylum Office, on their own initiative or upon its invitation, for the purpose of replacement or extension of validity of the mentioned documents, 15 days prior to their expiry at the latest.

#### ***Article 14***

The ID cards that were replaced, taken away or returned shall be destroyed under the supervision of a committee, of which a report shall be made.

#### ***Article 15***

A person granted asylum or temporary protection of the Asylum Office shall report without delay a loss of his/her ID card as well as all the circumstances of loss that are known to him/her.

When a loss of an ID card is reported, the Asylum Office shall issue the person granted asylum or temporary protection a certificate of reported ID card loss, with a 30-day validity period.

The Asylum Office shall declare the lost ID card invalid by its decision.

A person whose ID card was declared invalid shall announce this in the Official Gazette of the Republic of Serbia, at his/her expense.

The competent authority shall issue a new ID card after establishing that the lost ID card was announced invalid in the Official Gazette of the Republic of Serbia.

#### **Article 16**

The ID card whose loss had been reported but which was found in the meantime shall be returned to the holder unless declared invalid, and the declaration procedure shall be discontinued.

#### **Article 17**

The refugee passport form shall be prescribed by a separate regulation.

#### **Article 18**

As of the day this Regulation comes into force, the provisions of Articles 46 to 48 of the Regulation on the Manner of Issuing Passports and Other Documents and Visas to Aliens and on the Forms of These Documents and Visas (Official Gazette of the SFRY, no. 44/81 and Official Gazette of the FRY, nos. 23/00, 24/00 and 67/01) shall cease to apply.

#### **Article 19**

This Regulation shall come into force on the following day from the day of its publication in the Official Gazette of the Republic of Serbia.

01 no. 2976/08-2  
Belgrade, 15 May 2008

Minister

**Dragan Jočić**, sgnd.



Form no. 1

**Republic of Serbia  
Ministry of the Interior**

Organisational Unit

No. \_\_\_\_\_

**CERTIFICATE  
OF EXPRESSED INTENTION TO SEEK ASYLUM**

**I. Personal data:**

1. Surname and name:

\_\_\_\_\_

2. Date and place of birth:

\_\_\_\_\_

3. Nationality:

\_\_\_\_\_

**II. Information on identity papers and documents the person possesses:**

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.....  
.....  
.....  
.....

**III. Other data and notes:**

.....  
.....  
.....  
.....  
.....

This is to certify that the holder of this Certificate is a person who expressed an intention to seek asylum in the Republic of Serbia. Based on this document, its holder is entitled to stay in the Republic of Serbia for a period of 72 hours from the moment of its issuance.

Place, date and time of completion:

\_\_\_\_\_

\_\_\_\_\_

(Seal)

Signature of authorised officer:

\_\_\_\_\_



Form no. 2

**Republika Srbija / Republic of Serbia**  
**Ministarstvo unutrašnjih poslova / Ministry of the Interior**  
**Kancelarija za azil / Asylum Office**

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No. \_\_\_\_\_

**ZAHTEV ZA AZIL / ASYLUM APPLICATION**

**I. Lični podaci/Personal data:**

1. Prezime i ime / Surname & name:

\_\_\_\_\_

2. Ime oca / Father's name:

\_\_\_\_\_

3. Ime majke / Mother's name:

\_\_\_\_\_

Photo

4. Datum i mesto rođenja / Date & place of birth:

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5. Pol/Sex:

a) Muški / Male

b) Ženski / Female

6. Bračni status / Marital status:

a) Neoženjen - neudata / Single

b) Oženjen - udata / Married

v) Razveden(a) / Divorced

g) Udovac - udovica / Widowed

7. Adresa prebivališta (boravišta) / Place of residence:

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8. Državljanstvo/Nationality:

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9. Verska pripadnost / Religion:

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10. Obrazovanje / Education:

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11. Zanimanje / Professional occupation:

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**Republika Srbija / Republic of Serbia**  
**Ministarstvo unutrašnjih poslova / Ministry of the Interior**  
**Kancelarija za azil / Asylum Office**

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**II. Ostali podaci / Other relevant data:**

12. Lični podaci članova porodice / Family members personal data:

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13. Lični podaci lica koja se nalaze u pratnji podnosioca zahteva / Personal data of persons accompanied by an asylum seeker:

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21. Srodnici, prijatelji i poznanici u drugim državama / Relatives, friends & acquaintances in other countries:

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22. Podaci o ranijem podnošenju zahteva za azil u drugim zemljama / Previous asylum applications in other countries:

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Mesto i datum podnošenja zahteva /  
Place & date of application submitting

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Potpis podnosioca zahteva /  
Signature of asylum seeker

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Potpis ovlašćenog službenog lica /  
Signature of authorized person

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Form no. 3



Photo

**REPUBLIC OF SERBIA  
MINISTRY OF THE INTERIOR  
ASYLUM OFFICE**

**ID CARD  
FOR AN ASYLUM SEEKER**

\_\_\_\_\_  
(Surname and name)

\_\_\_\_\_  
(Sex)

\_\_\_\_\_  
(Date and place of birth)

\_\_\_\_\_  
(Nationality)

\_\_\_\_\_  
(Asylum application submitted by)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Registration no.)

\_\_\_\_\_  
(Date of issue)

\_\_\_\_\_  
(Expiry date)

(Seal)

\_\_\_\_\_  
(Signature of authorised officer)

Form no. 4



Photo

**REPUBLIC OF SERBIA  
MINISTRY OF THE INTERIOR  
ASYLUM OFFICE**

**ID CARD  
FOR A PERSON GRANTED ASYLUM**

\_\_\_\_\_  
(Surname and name)

\_\_\_\_\_  
(Sex)

\_\_\_\_\_  
(Date and place of birth)

\_\_\_\_\_  
(Nationality)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Registration no.)

\_\_\_\_\_  
(Date of issue)

\_\_\_\_\_  
(Expiry date)

(Seal)

\_\_\_\_\_  
(Signature of authorised officer)

Form no. 5



Photo

**REPUBLIC OF SERBIA  
MINISTRY OF THE INTERIOR  
ASYLUM OFFICE**

**ID CARD  
FOR A PERSON GRANTED TEMPORARY  
PROTECTION**

\_\_\_\_\_  
(Surname and name)

\_\_\_\_\_  
(Sex)

\_\_\_\_\_  
(Date and place of birth)

\_\_\_\_\_  
(Nationality)

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(Address)

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(Registration no.)

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(Date of issue)

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(Expiry date)

(Seal)

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(Signature of authorised officer)