

**GOVERNMENT OF THE REPUBLIC OF ARMENIA**

**DECISION**

No 951-N of 15 September 2016

Yerevan

**ON APPROVING THE PROCEDURE FOR PROVISION OF FINANCIAL ASSISTANCE TO THE ASYLUM SEEKERS, WHO CANNOT AFFORD THE BASIC SUBSISTENCE NEEDS, IN CASE OF IMPOSSIBILITY OF PLACING THEM IN THE TEMPORARY RECEPTION CENTRE**

In accordance with part 2 of Article 14 of the Law of the Republic of Armenia “On refugees and asylum” of the Government of the Republic of Armenia hereby **decides to:**

1. Approve the procedure for provision of financial assistance to the asylum seekers, who cannot afford the basic subsistence needs, in case of impossibility of placing them in the temporary reception centre in accordance with the annex.

2. Set the amount of the financial assistance — being provided to the asylum seekers, who cannot afford the basic subsistence needs, in case of impossibility of placing them in the temporary reception centre - 20, 000 AMD for the head of family + 15,000 AMD for each next family member.

3. Allocation of the funds for provision of financial assistance being provided to the asylum seekers, who cannot afford the basic subsistence needs, in case of impossibility of placing them in the temporary reception centre is subject to discussions within the framework of the yearly planning of the State Budget of the Republic of Armenia, on the basis of the relevant application of the State Migration Service of the Ministry of Territorial Administration and Development of the Republic of Armenia submitted to the Ministry of Finance of the Republic of Armenia.

4. This Decision shall enter into force from 1 January 2017.

Prime Minister of the Republic  
of Armenia  
K. Karapetyan  
19 September 2016, Yerevan

**Annex  
of the Decision of the Government of the**

## **PROCEDURE**

### **FOR PROVISION OF FINANCIAL ASSISTANCE TO THE ASYLUM SEEKERS, WHO CANNOT AFFORD THE BASIC SUBSISTENCE NEEDS, IN CASE OF IMPOSSIBILITY OF PLACING THEM IN THE TEMPORARY RECEPTION CENTRE**

#### **I. GENERAL PROVISIONS**

1. The procedure for provision of financial assistance to the asylum seekers, who cannot afford the basic subsistence needs, in case of impossibility of placing them in the temporary Reception Centre (hereinafter referred to as “procedure”) shall establish the procedure for provision of financial assistance — provided for by part 2 of Article 14 of the Law of the Republic of Armenia “On refugees and asylum” — to the asylum seekers, who cannot afford the basic subsistence needs, in case of impossibility of placing them in “Reception Center” State Non-Commercial Organization (hereinafter referred to as “temporary reception centre”) operating under the State Migration Service of the Ministry of Territorial Administration and Development of the Republic of Armenia (hereinafter referred to as “Service”).

2. The financial assistance shall be provided to the asylum seeker and his/her family members for the purpose of solving the issue of temporary accommodation for a maximum term of three months, except for the cases when the consideration period of the asylum application submitted by the asylum seeker is extended by the Service in line with the procedure established by the law of the Republic of Armenia.

3. The financial assistance shall be provided on a monthly basis in the amount set by point 2 of the Decision of the Government of the Republic of Armenia No951-N 15 as of September 2016.

#### **II. APPLICATION FOR RECEIVING FINANCIAL ASSISTANCE**

4. To receive financial assistance the asylum seeker shall submit an application form (annexed hereto) to the Service for provision of financial assistance attaching thereto the duplicate of his or her identity certificate of an asylum seeker in the Republic of Armenia.

5. The applicant seeking asylum shall submit a unified application for provision of financial assistance thereto and the family members thereof.

#### **III. PROCEDURE FOR SELECTION OF PERSONS RECEIVING FINANCIAL ASSISTANCE**

6. Applications for provision of financial assistance shall be registered in the registration book of persons having submitted applications for receiving financial assistance according to the time periods of submission thereof.

7. Within a period of five working days after receiving the application on receiving financial assistance at the Service an examination — aimed at assessment of the basic subsistence needs— shall be conducted by visiting the place of actual residence thereof by the working group comprising of one employee of the Service and one employee of (nominated by) the Representation of United Nations High Commissioner for Refugees in Armenia, except for the cases where one of the grounds for refusing to provide financial assistance, envisaged by point 20 of this Procedure, does exist.

8. An examination act shall be drawn up by persons having conducted the examination, which will consist of narrative and concluding parts.

9. The narrative shall include the first and last names, dates of birth of the asylum seeker and his/her family members, the date of the application for provision of financial assistance, the venue of the examination, information on living conditions of the apartment (availability of bathroom/ toilet, drinking water, natural gas, electricity and other conditions), as well as on household appliances (availability of refrigerator, TV set, and other items).

10. The narrative shall also include description of specific needs, *inter alia*,

1. Single-head of households with child/ren
2. Unaccompanied elderly/ elderly couple/elder persons with child(ren)/lonely elderly without family support by grown-up family member
3. Survivor or SGBV
4. Persons with disability, unable to work
5. Person(s) with chronic illnesses, unable to work

11. The narrative part shall be signed by the asylum seeker, or in case of his/her absence by one of adult family member. Where the asylum seeker or the adult member of his/her family refuses to sign the examination act, a special note to this effect shall be made in the concluding part of the examination act.

12. The concluding part shall include the conclusion on possibility of meeting the basic subsistence needs of the asylum seeker made by the persons conducting the examination. The concluding part shall be signed by the persons conducted the examination.

13. As a result of examination the application of the asylum seeker, the copy the asylum seeker identity certificate provided by the Republic of Armenia, and the examination act (hereinafter referred to as “application package”) shall be submitted to the Head of the Service within a period of five working days.

14. After receiving the application package by the Head of the Service, the Service shall take a decision — within a period of two working days — on providing financial assistance or refusing to provide financial assistance to the asylum seeker, based on the results of the examination, as described in point 7 of this Procedure.

15. The Service shall inform the applicant in writing — within a period of three working days — about the decision taken.

#### **IV. RECEIVING FINANCIAL ASSISTANCE**

16. To receive financial assistance the asylum seeker shall appear at the Service, in person, with his or her identity certificate of an asylum seeker.

17. The financial assistance shall be provided by bank transfer and only in the cases when it won't be possible, cash will be provided by handing it over personally to the asylum seeker. The assistance may not be provided to the representative of the asylum seeker, with the exception of representatives of asylum seekers with special needs.

18. Upon receiving the sum of money the asylum seeker shall sign a document attesting the fact of receiving financial assistance, which is executed in two copies — in Armenian and in a language comprehensible to the asylum seeker. One copy of the document shall be provided to the asylum seeker and the other copy shall remain at the Service. The duplicate of the document shall be attached to the personal file of the asylum seeker.

19. The financial assistance shall be provided from the day following the taking of the decision by the Service on providing financial assistance to the asylum seeker.

## **V. GROUNDS FOR REFUSING TO PROVIDE AND TERMINATING THE PROVISION OF FINANCIAL ASSISTANCE**

20. Financial assistance may not be provided to the asylum seeker, where:

(1) his or her application for asylum has been rejected by the Service in accordance with the expedite procedure prescribed by the Law of the Republic of Armenia “On refugees and asylum”;

(2) he or she has submitted a double application for provision of asylum in the Republic of Armenia;

(3) he or she has rejected the offer of the Service to reside in the temporary reception centre or in other accommodation;

(4) he or she has previously resided in the temporary reception centre and has left the area occupied upon expiry of the term of residence;

(5) he or she has previously resided in the temporary reception centre, however the letter of referral issued by the Service has been invalidated owing to the absence thereof without a valid reason or infringement thereby of internal disciplinary rules for the residence;

(6) he or she — as an asylum seeker with no accompanying person and separated from the family or a person with special needs provided for by Article 8 of the Law of the Republic of Armenia “On refugees and asylum” — has been placed by the competent authorities in an establishment, where the basic subsistence needs thereof are satisfied.

21. The provision of financial assistance shall be terminated, where:

(1) a room has been allotted to the asylum seeker by the Service in the temporary reception centre or in another place, irrespective of the fact, whether or not the allotted area has been actually occupied thereby;

(2) the asylum seeker has been recognised as a beneficiary of the programme for provision of temporary accommodation implemented by foreign states or international or non-governmental organisations and was provided with accommodation;

(3) the asylum seeker has acquired an apartment by the right of ownership as prescribed by the legislation of the Republic of Armenia;

(4) the application of the asylum seeker for receiving asylum in the Republic of Armenia has been suspended, dismissed or rejected by the Service;

(5) the asylum seeker has been recognised as a refugee — by the decision of the Service — and received asylum.

22. Where provision of financial assistance is terminated on the grounds provided for by point 21 of this Procedure, the Service shall inform the applicant about it in writing within a period of three working days.

## **VI. MAINTAINING REGISTRIES OF PERSONS HAVING RECEIVED FINANCIAL ASSISTANCE**

23. The registry of persons applying for financial assistance shall contain the name, surname, patronymic the dates of birth, the sex, the nationality, the place of actual residence in the Republic of Armenia, the telephone number of the person receiving financial assistance, the day, month, year of receiving the assistance.

24. At the end of each year the registry shall be bound, stamped by the round seal of the Staff of the Service and kept at the Service in the manner and within time limits prescribed by the legislation of the Republic of Armenia.

MINISTER-CHIEF  
OF STAFF OF THE GOVERNMENT  
OF THE REPUBLIC OF ARMENIA

D. HARUTYUNYAN

**FORM**

**APPLICATION  
FOR PROVISION OF FINANCIAL ASSISTANCE**

I,

\_\_\_\_\_  
(name, surname)

Submitted an application for asylum in the Republic of Armenia to the State Migration Service of the Ministry of Territorial Administration and Development of RA in 201... for myself and/or the following members of my family,

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I request to provide financial assistance for the purpose of solving the issue of temporary accommodation.

The duplicate of the identity certificate of an asylum seeker in the Republic of Armenia is attached.

Applicant, \_\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(name, surname)

“ ” \_\_\_\_\_ 201...