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Republic of Syria
Ministry of Foreign Affairs and Immigration
Office of the Minister

Reference Number: 49

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Regular Telegram (unclassified)

Circular to all Missions

We attach herewith the Legislative Decree No 17 of 21.04.2015 which contain the following:

Article 1:

Provision number (1) pertaining to Law number (1) of 2014 is to be amended as follows:

- a) The consular fees when granting passports or travel documents to the Syrian citizens or the like (those considered under same jurisdiction) residing outside the Syrian Arabic Republic is set against the amount of 400 USD or its equivalent in Euros inclusive of all other fees and local administrative fees.

- b) For the renewal or extension of passports or travel documents of Syrian citizens or the (those considered under same jurisdiction) residing outside the Syrian Arabic Republic is set against the amount of 200 USD or its equivalent in Euros inclusive of all other fees and local administrative fees.

Attached also is the Resolution No 980 dated 21.04.2015 issued by the Minister of Interior which includes:

Article 1: Syrian citizens who are residing outside Syria can obtain passports valid for two years against a total consular fees of 400 USD regardless of procedures;

Article 2: Passports or travel documents can be renewed or extended for two years for Syrian citizens or the like who are residing outside Syria for two years against a total consular fees of 200 USD regardless of procedures;

- The term “regardless of procedures” is meant to authorize the issuance or extension of passports to all Syrian citizens residing outside Syria without referring to the Department of Immigration and Passports or the need to any other steps;
- According to resolution of the Prime Minister No. 1135 dated 23.04.2015, it is possible to pay the fees mentioned in Articles 1 & 2 of Decree 17 in local currency of the country where the Syrian diplomatic mission or the consulate is, and in accordance with the exchange rate bulletin issued by the Central Bank of Syria during the first quarter of each year;

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- For diplomatic missions who do not have issuance of passport stations, the fees will be collected upon submitting the passports application and the missions will relay the forms and photos and information to the Department of Immigration and Passports through the Ministry in order to issue the passports in Damascus and send them to the missions to hand them to the applicants;
- The extension is no longer free of charge and it will be issued only after paying the fees mentioned in decree no 17;
- Passports and travel documents granted with validity of the full period (6 years) can be extended for two additional years after payment of fees as mentioned in article 2 of decree 17; also it is possible to extend for two additional years – against payment of the relevant fees – so that the passport validity would be ten years;¹
- Citizens who left the country illegally would be granted passports or travel documents or would be extended and the Department of Immigration and Passports will be informed;²
- It is not possible to extend passports or travel documents issued or stamped by unofficial seals. These documentations would be cancelled and withdrawn and new passports would be granted as replacement and the Department of Immigration and Passports will be informed;
- The embassies will inform the Department of Immigration and Passports in case a passport is lost;
- These regulations will be implemented as of date of issuance;
- All data relating to issuance of new passports, extension of passports, application forms will be transmitted to the Department of Immigration and Passports through the Ministry as hard copies and electronically (excel files);³
- To inform the Ministry of Foreign Affairs about the needs of the missions for passports and extension labels and other requirements.

For information

Signed by

Deputy Prime Minister
Minister of Foreign Affairs and Immigration

¹ The paragraph could be translated as follow: “In addition to the regular six years extension, passports and travel documents can be extended for additional two plus two years subject to the payment of the fees. The maximum period of extension is 10 years.”

² The paragraph could be translated as follows: “Citizens who left the country illegally will be granted passports or travel documents; the validity of their passports or travel documents will be extended. The Department of Immigration and Passports will be informed;”

³ The paragraph could be translated as follow: “Missions will inform the Department of Immigration and Passports of the issuance and renewal of passports and travel documents. The information will be transmitted through the Ministry of Foreign Affairs which will receive from the mission and pass on to the Department of Immigration and Passports hard copies of the related documentation as well as an excel file;”

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CC: Deputy Prime Minister, Minister of Foreign Affairs and Immigration, Deputy Minister, Minister Assistants, All the administrations, Minister of Interior, Chief of Immigration Administration