

Decree №101 of the Minister of Internally Displaced Persons from the Occupied Territories, Accommodation and Refugees of Georgia

Tbilisi, August 16, 2012

On the approval of issuance and alteration of Asylum-Seeker's Certificate

Pursuant to Article 35 Para.2 (a) of the "Georgian Law on Refugee and Humanitarian Status and the regulation of the Ministry of Internally Displaced Persons from the Occupied Territories, Accommodation and Refugees of Georgia" (Art. 4, Para. 2 (R)) adopted by the government decree №34 on February 22, 2008:

I declare:

1. The Asylum-Seeker's Certificate and the rule for issuing and altering the Certificate shall be approved pursuant to the Annex.
2. The decree enters into force upon its publication.

Minister

D.Khomeriki

Form of Asylum-seeker's Certificate, the rule of issuing and altering the Certificate

Article 1. General Provisions

1. Asylum-seeker's Certificate (Hereinafter – the Certificate), the rule for issuing and altering the Certificate (Hereinafter – the rule) is elaborated according to the Georgian law on Refugee and Humanitarian Status (hereinafter- the law), and determines the Asylum-seeker's Certificate, background information in the Certificate, matters relating to the rule of issuing, altering, and duplicating the Certificate from the moment of registration of the asylum request until the final decision is made.
2. This certificate is an asylum-seeker's identity card.
3. The Certificate is considered to be invalid if it lacks the appropriate form, includes corrections, deleted words and changed dates.
4. The Falsification of the Certificate or transferring it to the third person shall be punishable according to the law.
5. Amendments to this rule shall be undertaken based on the decree of the Minister of Internally Displaced Persons from the Occupied Territories, Accommodation and Refugees of Georgia (Hereinafter – the Minister).

Article 2. Requisites and Description of the Certificate

1. Requisites of the Certificate before and after the registration as asylum-seeker:
 - a) Name
 - b) Surname
 - c) Date of Birth
 - d) Place of Birth (Country of Origin)
 - e) Citizenship
 - f) Photo
 - g) Signature of the Authorized person

- h) Date of Issue
- i) Date of expiration
- j) Ministry Stamp
- k) Certificate Number

2. The asylum certificate shall be issued for 5 days and the terms of the certificate of the asylum-seeker should be extended up to six months; The validity period of the certificate may be extended in cases prescribed by law
3. The Certificate includes personal details of an asylum-seeker that the Ministry of Internally Displaced Persons from the Occupied Territories, Accommodation and Refugees of Georgia (Hereinafter – the Ministry) holds on a person.
4. Certificate is one page document, printed on the Ministry form and issued according to the rules defined by the law.
5. On the upper right side of the certificate's first page "Date of Issue" is inscribed in both Georgian and English languages; beneath it - „Date of Expiration“. Below of the above-mentioned inscriptions, in the central part of the document, the following text is written in both Georgian and English languages: "Registration Certificate of Asylum Request" or "Asylum-seeker's Certificate". A Photo of the asylum-seeker is also placed on the Certificate and the following information is provided in both Georgian and English languages: Name, Surname, Date of Birth, Place of Birth, Citizenship, Certificate number, Registration number. The Certificate also includes the following text in Georgian:

“The Certificate confirms that the above-mentioned person applied to the Ministry of Internally Displaced Persons from the Occupied Territories, Accommodation and Refugees of Georgia with a request for asylum. Currently, his/her application is under consideration and until a final decision is made, the asylum-seeker shall not be expelled to the country of origin or state where his/her life or freedom would be threatened, based on the grounds determined by Art. 2 and 4 of the Georgian law on Refugee and Humanitarian Status.

If you have any questions regarding the information provided in this document, please contact the Ministry of Internally Displaced Persons from the Occupied Territories, Accommodation and Refugees of Georgia on the above-mentioned address.

Authorized signature and the Ministry stamp are located at the end of the Certificate. Below the signature the following is stated: “The Certificate is valid with the official stamp of the Ministry”.

6. In the case where an asylum-seeker has a minor child (children), the Certificate will also include the following personal information concerning the minors, in both Georgian and English languages: Name, Surname, date of birth.

Article 3. Completion, alteration and duplication of the Certificate

1. The Department of migration, repatriation and refugee issues (Hereinafter- Department) is responsible for completing, altering and duplicating the Certificate.
2. The Certificate shall be completed based on personal information provided in the asylum-seeker's profiling form.
3. The Certificate shall be altered in the case where a mistake is detected or amendments are made in the document.
4. A duplicate of the Certificate shall be granted if the original copy is damaged or lost.
5. In case the Certificate is lost or mistakes are detected in it, the owner of the Certificate is obliged to inform the department about this as soon as possible.
6. The owner of the Certificate shall address the Department in writing with the request to alter or duplicate the Certificate.

7. From the day the Certificate is altered or duplicated, the original one is considered invalid.
8. The new or duplicated Certificate is issued with the same expiration date as the original one.