



Ad-Hoc Query on sending identity authorizing documents to TCNs and MS citizens

Requested by LT EMN NCP on 08 January 2013

Compilation produced on 28th February 2012

Responses requested from Austria, Belgium, Bulgaria, Czech Republic, Estonia, Finland, France, Germany, Greece, Hungary, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Slovak Republic, Spain, Sweden, United Kingdom (22 in Total)

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1. Background Information

The Lithuanian Republic would be interested to know if EU MS and Norway provide a service of sending identity authorizing documents to the **third country nationals** (e.g. residence permits/cards) and **MS citizens** (identity cards, passports) residing in the country? Currently, Lithuania provides such a service only to Lithuanian citizens living abroad. Responsible institution is about to discuss the possibility of providing this service also inside the country and is therefore interested if such a practice is provided in other States.

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Therefore, we would like to ask you the following:

1. Does your State provide a service of sending identity authorizing documents (residence permits/cards, identity cards, passports) by post or express inside your country? If yes, please indicate whether these documents can be sent to citizens, third country nationals (TCNs) or both.

2. If you answer yes to the first question yes, please provide further information for the applicable categories –TCNs or/and citizens.

Question/Category	TCNs	Citizens
2.1. Who pays the shipping costs? (person, state, other)		
2.2. How are the documents sent (by post, express delivery, other means)?		
2.3. Under what conditions are the documents sent (in all cases, only on personal request, other)?		
2.4. Are there any cases of disappearance? (Yes, No). If yes, please specify what is done in such a case.		
2.5. What difficulties do you face when sending identity authorizing documents to TCNs and citizens?		

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We would very much appreciate your responses by **04 February 2013**.

2. Responses¹

	Austria	No	This NCP has provided a response to the requesting EMN NCP. However, they have requested that their response is not disseminated further.											
	Belgium	No	This NCP has provided a response to the requesting EMN NCP. However, they have requested that their response is not disseminated further.											
	Bulgaria	Yes	1. Bulgaria does not provide a service of sending identity authorizing documents to national citizens and TCNs by post or express delivery.											
	Czech Republic	No	This NCP has provided a response to the requesting EMN NCP. However, they have requested that their response is not disseminated further.											
	Estonia	Yes	1. No. In Estonia documents are issued by Police and Border Guard Board offices and documents are sent abroad only for persons residing/living there. 2. -											
	Finland	Yes	<table border="1" data-bbox="609 936 1953 1353"> <thead> <tr> <th data-bbox="609 936 1339 1008">Question/Category</th> <th data-bbox="1339 936 1653 1008">TCNs</th> <th data-bbox="1653 936 1953 1008">Citizens</th> </tr> </thead> <tbody> <tr> <td data-bbox="609 1008 1339 1136">2.1. Who pays the shipping costs? (person, state, other)</td> <td data-bbox="1339 1008 1653 1136">State</td> <td data-bbox="1653 1008 1953 1136">State or the person itself (FI-passports may be redeemed by registered letter on demand)</td> </tr> <tr> <td data-bbox="609 1136 1339 1353">2.2. How are the documents sent (by post, express delivery, other means)?</td> <td data-bbox="1339 1136 1653 1353">Finnish Immigration Service (e.g. aliens passports): By post, registered letter or by Advice of Delivery Police: Residence permit</td> <td data-bbox="1653 1136 1953 1353">By post. ID cards should be redeemed from the local police station –on personal request the ID card may be sent by post</td> </tr> </tbody> </table>			Question/Category	TCNs	Citizens	2.1. Who pays the shipping costs? (person, state, other)	State	State or the person itself (FI-passports may be redeemed by registered letter on demand)	2.2. How are the documents sent (by post, express delivery, other means)?	Finnish Immigration Service (e.g. aliens passports): By post, registered letter or by Advice of Delivery Police: Residence permit	By post. ID cards should be redeemed from the local police station –on personal request the ID card may be sent by post
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¹ If possible at time of making the request, the Requesting EMN NCP should add their response(s) to the query. Otherwise, this should be done at the time of making the compilation.

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				cards, ID cards and aliens passports may be redeemed only from the local police station in order to ensure that the person does no longer hold old documents in his or her possession.	(in marginal cases). Family members of an EU citizen: Residence permit cards are sent by post.
			2.3. Under what conditions are the documents sent (in all cases, only on personal request, other)?	In all cases if not otherwise stated	See above.
			2.4. Are there any cases of disappearance? (Yes, No). If yes, please specify what is done in such a case.	No.	
			2.5. What difficulties do you face when sending identity authorizing documents to TCNs and citizens?	If the document was sent by registered letter or by advice of delivery, alien with no identity documents may not redeem the letter. He or she would then have to authorize a person with valid identity document to redeem his/her letter.	
	France	Yes	<ol style="list-style-type: none"> 1. No. Identity cards/passports as well as residence permits/cards must be handed over in person by the competent authority of the place where the application was submitted. Regarding French citizens living abroad, identity cards/passports must also be handed over in person by French embassies or consulates abroad. 2. N/A. 		
	Germany	Yes	<ol style="list-style-type: none"> 1. No. As a rule, Germans and foreigners residing in Germany have to collect in person their identity documents at the issuing local authority. 2. N/A 		
	Greece	Yes	<ol style="list-style-type: none"> 1. No. All kinds of identity authorizing documents are handed over directly to the applicant (TCN or EU citizen) and are not sent to him/her by post or express courier services. In case of inability of the applicant to present him/herself to the competent authority, a duly assigned representative may receive the concerned documents. 2. N/A 		
	Hungary	Yes	<ol style="list-style-type: none"> 1. It is possible to send identity authorizing documents such as identity cards, passports and resident permits 		

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			<p>by post. This service is available for Hungarian citizens and for TCNs as well. Service of identity authorizing documents issued by the asylum office shall be effected by delivery by hand to the addressee on the premises of the office. In case of asylum-related identity authorizing documents, there is no postal delivery.</p> <p>2.</p> <table border="1"> <thead> <tr> <th>Question/Category</th> <th>TCNs</th> <th>Citizens</th> </tr> </thead> <tbody> <tr> <td>2.1. Who pays the shipping costs? (person, state, other)</td> <td colspan="2">Shipping costs shall be paid by the issuing authority in both cases.</td> </tr> <tr> <td>2.2. How are the documents sent (by post, express delivery, other means)?</td> <td colspan="2">Documents are sent by post in both cases.</td> </tr> <tr> <td>2.3. Under what conditions are the documents sent (in all cases, only on personal request, other)?</td> <td colspan="2">Postal delivery is to be arranged on the basis of applicant's request in both cases.</td> </tr> <tr> <td>2.4. Are there any cases of disappearance? (Yes, No). If yes, please specify what is done in such a case.</td> <td colspan="2">No, there are not. In accordance with postal rules, non-received documents are sent back to the sender.</td> </tr> <tr> <td>2.5. What difficulties do you face when sending identity authorizing documents to TCNs and citizens?</td> <td colspan="2">TCNs have to choose the delivery at the time of the application. The duration of the postal delivery might be long. Despite of the notice, TCNs intend to receive the documents in person at the issuing office well before the postal delivery claiming personal urgency. However, it is not possible if the postal delivery is requested in advance.</td> </tr> </tbody> </table>	Question/Category	TCNs	Citizens	2.1. Who pays the shipping costs? (person, state, other)	Shipping costs shall be paid by the issuing authority in both cases.		2.2. How are the documents sent (by post, express delivery, other means)?	Documents are sent by post in both cases.		2.3. Under what conditions are the documents sent (in all cases, only on personal request, other)?	Postal delivery is to be arranged on the basis of applicant's request in both cases.		2.4. Are there any cases of disappearance? (Yes, No). If yes, please specify what is done in such a case.	No, there are not. In accordance with postal rules, non-received documents are sent back to the sender.		2.5. What difficulties do you face when sending identity authorizing documents to TCNs and citizens?	TCNs have to choose the delivery at the time of the application. The duration of the postal delivery might be long. Despite of the notice, TCNs intend to receive the documents in person at the issuing office well before the postal delivery claiming personal urgency. However, it is not possible if the postal delivery is requested in advance.	
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	Italy	Yes	<p>1. No, such service is not provided in Italy. 2. N/A.</p>																		
	Latvia	Yes	<p>1. No, Latvia does not provide such a service inside the country. Both third country nationals and citizens of Latvia residing in Latvia are able to receive identity authorizing documents <u>only</u> at any regional office of the Office of Citizenship and Migration Affairs (a state institution responsible for the issue of identity and travel documents in Latvia). 2. N/A</p>																		
	Lithuania	Yes	<p>1. No. Lithuania currently provides such a service only to its citizens living abroad.</p>																		

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			2. N/A									
	Luxembourg	Yes	<p>1. No. Third country nationals have to come personally to the offices of the Directorate of Immigration to pick up its residence permit. These documents are not sent post inside or outside the country. In case of Luxemburgish nationals living abroad the identity cards and the passport have to be picked up personally at the diplomatic or consular representation of Luxembourg in the third country or to the diplomatic mission of the Member State which represents Luxembourg's interest in that country.</p> <p>2. N/A</p>									
	Malta	Yes	<p>1. No. With regards to passports Malta currently provides such a service only to its citizens living abroad via the Embassies. With regards to residence documents, there is no such service in Malta.</p> <p>2. N/A</p>									
	Netherlands	Yes	<p>1. No</p> <p>2. n/a</p>									
	Poland	Yes	<p>1. In case of Poland any identity authorizing documents (residence permits/cards, identity cards, passports) have to be picked up personally by a person to whom the abovementioned document was issued. Although in some cases an application may be sent by a post, both, citizens and TCNs, are obliged to collect document in question personally</p> <p>2. n/a</p>									
	Portugal	Yes	<p>1- Yes, just for TCN residence permits</p> <p>2- See table</p> <table border="1" data-bbox="607 1161 1957 1426"> <thead> <tr> <th>Question/Category</th> <th>TCNs</th> <th>Citizens</th> </tr> </thead> <tbody> <tr> <td>2.1. Who pays the shipping costs? (person, state, other)</td> <td>Person</td> <td>Not applicable</td> </tr> <tr> <td>2.2. How are the documents sent (by post, express delivery, other means)?</td> <td>By special post service – registered post with acknowledgement of receipt</td> <td>Not applicable</td> </tr> </tbody> </table>	Question/Category	TCNs	Citizens	2.1. Who pays the shipping costs? (person, state, other)	Person	Not applicable	2.2. How are the documents sent (by post, express delivery, other means)?	By special post service – registered post with acknowledgement of receipt	Not applicable
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			2.3. Under what conditions are the documents sent (in all cases, only on personal request, other)?	On personal request	Not applicable																			
			2.4. Are there any cases of disappearance? (Yes, No). If yes, please specify what is done in such a case.	No, but if that were the case the document would be cancelled immediately, a general alert of that fact would be spread, the procedure would be reanalysed, and an urgent investigation would be put in place.																				
			2.5. What difficulties do you face when sending identity authorizing documents to TCNs and citizens?	When, for any reason, the residence permit is not received by the TCN, the card is returned to the local post of the immigration service, where it remains available to be collected by the TCN or by a person who has been granted legal specific powers for that purpose.																				
	Slovak Republic	Yes	<p>1. In the Slovak Republic it is possible to send by post only the Slovak Identity Card which is being issued only to the citizens of the Slovak Republic. As for any kind of documents for foreigners these are not sent by post. In case of need another person may be authorised to take over the document needed.</p> <p>2.</p> <table border="1"> <thead> <tr> <th>Question/Category</th> <th>TCNs</th> <th>Citizens</th> </tr> </thead> <tbody> <tr> <td>2.1. Who pays the shipping costs? (person, state, other)</td> <td>NA</td> <td>It is paid by the applicant within the administrative fee when filing the application for the ID.</td> </tr> <tr> <td>2.2. How are the documents sent (by post, express delivery, other means)?</td> <td>NA</td> <td>The ID card is sent by the courier service of the Slovak Post only within the Slovak Republic.</td> </tr> <tr> <td>2.3. Under what conditions are the documents sent (in all cases, only on personal request, other)?</td> <td>NA</td> <td>It is sent following the request of the applicant which is expressed in the application for the ID.</td> </tr> <tr> <td>2.4. Are there any cases of disappearance? (Yes, No). If yes, please specify what is done in such a case.</td> <td colspan="2">The Slovak Republic did not have such cases so far. The whole process is electronically monitored so in all phases it is possible to track the ID and its delivery.</td> </tr> <tr> <td>2.5. What difficulties do you face when sending identity</td> <td colspan="2">We did not have any difficulties so far.</td> </tr> </tbody> </table>				Question/Category	TCNs	Citizens	2.1. Who pays the shipping costs? (person, state, other)	NA	It is paid by the applicant within the administrative fee when filing the application for the ID.	2.2. How are the documents sent (by post, express delivery, other means)?	NA	The ID card is sent by the courier service of the Slovak Post only within the Slovak Republic.	2.3. Under what conditions are the documents sent (in all cases, only on personal request, other)?	NA	It is sent following the request of the applicant which is expressed in the application for the ID.	2.4. Are there any cases of disappearance? (Yes, No). If yes, please specify what is done in such a case.	The Slovak Republic did not have such cases so far. The whole process is electronically monitored so in all phases it is possible to track the ID and its delivery.		2.5. What difficulties do you face when sending identity	We did not have any difficulties so far.	
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			authorizing documents to TCNs and citizens?													
	Spain	Yes	<ol style="list-style-type: none"> No. N/A 													
	Sweden	Yes	<p>Sweden provides service by sending residence permit cards by post inside the country. Outside Sweden residence permit card might be send by post if the system is reliable. It's the Swedish missions that decide whether post or not.</p> <p>When it comes to passports or other identification cards they must be handed over by the relevant authority to the person in question. This practice relates also to TCN's.</p>													
	United Kingdom	Yes	<ol style="list-style-type: none"> Yes, although not particularly relevant to citizens. <table border="1"> <thead> <tr> <th>Question/Category</th> <th>TCNs</th> <th>Citizens</th> </tr> </thead> <tbody> <tr> <td>2.1. Who pays the shipping costs? (person, state, other)</td> <td>The UK Border Agency pays for the delivery costs of uniform format Residence Permits which are issued in accordance with EC Regulations 1030/2002 as amended by 380/2008. The costs are recovered through application fees.</td> <td>Not applicable as UK does not issue ID cards to its Citizens</td> </tr> <tr> <td>2.2. How are the documents sent (by post, express delivery, other means)?</td> <td>Sent by secure courier delivery service requiring signature.</td> <td>Not applicable as UK does not issue ID cards to its Citizens</td> </tr> <tr> <td>2.3. Under what conditions are the documents sent (in all cases, only on personal request, other)?</td> <td>In all cases where permission to reside in the UK has been granted to nationals of non-EEA Member States or where a third country national has replaced their older format of immigration documentation.</td> <td>Not applicable as UK does not issue ID cards to its Citizens</td> </tr> </tbody> </table> 		Question/Category	TCNs	Citizens	2.1. Who pays the shipping costs? (person, state, other)	The UK Border Agency pays for the delivery costs of uniform format Residence Permits which are issued in accordance with EC Regulations 1030/2002 as amended by 380/2008. The costs are recovered through application fees.	Not applicable as UK does not issue ID cards to its Citizens	2.2. How are the documents sent (by post, express delivery, other means)?	Sent by secure courier delivery service requiring signature.	Not applicable as UK does not issue ID cards to its Citizens	2.3. Under what conditions are the documents sent (in all cases, only on personal request, other)?	In all cases where permission to reside in the UK has been granted to nationals of non-EEA Member States or where a third country national has replaced their older format of immigration documentation.	Not applicable as UK does not issue ID cards to its Citizens
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			<p>2.4. Are there any cases of disappearance? (Yes, No). If yes, please specify what is done in such a case.</p>	<p>On occasion if a card is lost by the courier an investigation is held and if necessary a card will be re issued.</p>	
			<p>2.5. What difficulties do you face when sending identity authorizing documents to TCNs and citizens?</p>	<p>Signature is mandatory. Two attempts are made to deliver. Occasionally, the applicant is not available to sign for document or has not updated their address with the department so cards are returned as undeliverable.</p>	
