

NEW IN SERBIA, NEW TO SERBIA

FOR PERSONS GRANTED ASYLUM IN SERBIA



Beogradski centar
za ljudska prava



UNHCR
The UN Refugee Agency

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IDENTITY CARD

If you were granted asylum in Serbia, you are required to replace your Asylum-Seeker Identity Card with a Refugee Identity Card (ID). Lawyers from the Belgrade Centre for Human Rights may assist you. In order to be issued an ID you are required to submit:

- ▶ two photographs of ID Card format (3x3.5 cm)
- ▶ residence address
- ▶ information about the landlord (residence address, ID Card number, Unique Citizen Registration Number)

Any time you move you are required to notify the Asylum Office as soon as possible. You will then be issued a new ID for which you are required to deliver the same information as for the first ID. If you lose your ID, instantly notify your lawyer or the Asylum Office.

The validity of an ID card for persons granted asylum is five years. The validity of an ID card for the persons granted subsidiary protection is one year. You must be mindful of your documents' expiration date and inform the Asylum Office or your lawyer accordingly.

THE TRAVEL DOCUMENT

You may put in a request for the travel document with the Asylum Office. However, there are no technical capabilities for their issuance at this time.

DRIVER'S LICENSE /VEHICLE REGISTRATION

To obtain a driver's license you must bring:

- ▶ certificate on medical fitness to drive;
- ▶ certificate on the drivers' test taken or a provisional driver's license or a valid foreign driver's license if the request is submitted for a replacement of a foreign driver's license with a driver's license of the Republic of Serbia;
- ▶ certificate of the First Aid exam;
- ▶ proof of payment of the prescribed administrative tax, payment of the fee for the form and the expenses of issuance of the driver's license or a provisional driver's license;
- ▶ ID or foreign ID for inspection;
- ▶ passport for foreigners;
- ▶ proof of registration of residence i.e. residence approved for more than three months.

All exams are conducted in Serbian language.

In addition to the regular conditions stipulated by the traffic police, in order to register your vehicle you are required to present the certificate of your status, issued by the Asylum Office. Your lawyers may assist you in this.

CITIZENSHIP

Article 43 of the Asylum Law of the Republic of Serbia states that the rights of refugees are equal to the rights of foreigners permanently settled in the Republic of Serbia. The persons granted asylum in the Republic of Serbia enjoy the same rights as the foreigners with permanent stay in Serbia.

Upon being granted refugee status, you are approved a temporary stay for the duration of the refugee status (5 years). In order to submit a citizenship request in RS, you must first attain the status of a permanently settled foreigner.

In order to attain this status, according to the Article 37 of the Law on Foreigners of the Republic of Serbia, you must meet some of the following criteria:

- 1) that you have continuously resided in the Republic of Serbia for a period longer than five years with the temporary residence permit until you file a request for permanent residence;
- 2) that you have been married for at least three years to a citizen of the Republic of Serbia or a foreigner with a permanent residence;
- 3) if you are a minor with a temporary residence in the Republic of Serbia, it is required that one parent is a citizen of the Republic of Serbia or a foreigner with a permanent residence, with the consent of the other parent;
- 4) or that you originate from the territory of the Republic of Serbia.

It is also required that you have not been legally persecuted for a crime persecuted ex officio or been a part of due process for the said crime; that you have means of subsistence; a health insurance; a permanent residence and that you present no threat to the public order or safety of the Republic of Serbia and its citizens.

BIRTH REGISTRATION

If a child is born on the territory of the Republic of Serbia, it is registered in the Birth Registry in the municipality in which the hospital in which it was born is located. The child gets the citizenship of the state whose citizenship the parents have. If the parents are married and have the same citizenship and surname, the birth registration may be done by only one parent. If not, the presence of both parents is required.

WORK PERMIT AND FOREIGNERS' REGISTRATION NUMBER AND REGISTRATION

As a person granted asylum, you have the right to a work permit which has the same validity date as your ID. With this work permit you may be employed under the same conditions as the citizens of the Republic of Serbia with no restrictions regarding the employer and the duration of the employment. Work permits are issued by the National Employment Service.

The procedure of issuing a work permit begins with obtaining an Foreigners' Registration Number (FRN), given by the Asylum Office at personal request. After getting a FRN you may place a request with NES for which you

must pay a tax and submit a photocopy of the first and last page of the decision on asylum, photocopy of the ID, ENF confirmation and a completed form.

If you are unable to find employment, you may register into the Register of Unemployed Persons with the National Employment Service, which will grant you the right to welfare for the unemployed persons.

If you contract employment, your employer is required to register you and pay your income taxes. If you wish to open your own company or be self-employed, you must register with the Business Register Agency where you will be given further information on taxes and account keeping.

BANK ACCOUNT

In order to open a bank account, you are required to possess a certificate on foreigners' registration number and a valid ID card. There are two types of accounts – current account and foreign currency account, depending on whether you have employment income (in Dinars) or transfers from abroad in a foreign currency.

DEPOSIT SLIP

			НАЛОГ ЗА УПЛАТУ		
уплатилац		шифра плаћања	валута	износ	
сврха уплате		број модела	рачун примаоца		
				позив на број (одобрење)	
прималац					
печат и потпис уплатиоца					
	место и датум пријема			датум валуте	

образац бр. 1 1

For every payment in a bank or a post office you have to fill out a deposit slip. Enter your name and surname in the „уплатилац“ field, enter the reason for the deposit in the „сврха уплате“ field and in the „прималац“ field write the name of the person or the institution you are making the payment to. On the right side there are fields for the currency in which you are paying (the code for Dinar is RSD), the amount being paid and the account it is being paid into. The payment code, model and reference number will be provided by the recipient. Sign your name on the bottom left side. The deposit slip always has two copies, one for you and the other for the bank or the post office.

SUPPORT

Regardless of your status, you may consult with a counsellor provided by the organization PIN on the difficulties you face other than those of legal nature.

PIN-contact:

Address: Gospodar Jevremova 48/4

Telephone: +381112638787

HOUSING AND INTEGRATION ASSISTANCE

If you have been granted asylum and you have no income, you are entitled to assistance with housing expenses that will be provided by the Commissariat for Refugees and Migrations in the amount of the minimum salary in the Republic of Serbia (around RSD 20,000). In order to exercise your right to this assistance, you must submit:

- ▶ certificate of unemployment by the National Employment Service and a statement that you have no income verified by the notary public.
- ▶ with this, you are also required to present a copy of the ID and the decision of the Asylum Office granting you refugee status or subsidiary protection. You may not receive this form of assistance while in an asylum centre.

Aside from housing assistance, the Commissariat for Refugees also organizes Serbian language classes.

HEALTH CARE

You can get medical checkups in state hospitals with the help of the Danish Refugee Council (DRC), which will instruct you in the further procedures and cover the cost of the medicines.

Danish Refugee Council-contact:

Address: Sindelićeva 18

Telephone: +381113443574

You must bear the costs of the dentist services.

EDUCATION

Primary education is mandatory and free of charge. Parents are legally obligated to enroll their children in primary school and to ensure their regular class attendance.

Secondary education is not mandatory, but it is free of charge.

Persons granted asylum may enroll in higher education under the same conditions as foreign citizens.

If you have a previously acquired diploma, it may be accepted in Serbia for employment and schooling purposes. This procedure is conducted with the Ministry of Education. Nostrification for the employment purposes is done by ENIC/NARIC Centre with the Ministry. The documents must be originals and translated by a court interpreter.

PUBLIC TRANSPORT

In order to use the Belgrade public transport you must buy a BusPlus card. There are non-personalized cards with which each ticket is paid for individually (payment made at kiosks) and personalized cards which you can use as monthly tickets. If you are unemployed, you are entitled to a cheaper card, but you have to bring the certificate from the National Employment Service. The price of the monthly ticket for the employed and the foreign citizens is identical, so you may get either. Pay attention to what zone (the city area in which you use public transport) you need when taking out a monthly ticket.

Link with the map where you may check what zone your address belongs to: <https://www2.busplus.rs/lt/zone-tarifnog-sistema>.

USEFUL LINKS

- ▶ <https://www.planplus.rs/> - the most precise map of the cities and public transport in Serbia
- ▶ <https://poslovi.infostud.com/> - the biggest job advertisement database
- ▶ <https://www.halooglasi.com/nekretnine> – apartment lease advertisements
- ▶ <https://www.nekretnine.rs/> - apartment lease advertisements

ADDRESSES

Asylum Office

Address:

Bulevar Mihajla Pupina 2.
Novi Beograd

Police Directorate for foreigners

Address:

Savska 35

Telephone: (+381 11) 3618956

UNHCR

Address:

Bulevar Zorana Đinđića 64,
Novi Beograd

Telephone: (+381 11) 4155424**E-mail:** srbbe@unhcr.org

**National
Employment
Service**

If you live in Belgrade
Address: Gundulićev venac 23-25,
Beograd

Telephones:
(+381 11) 29 29 100,29 29 000
Work with parties: from 8 to 15 hours

**Corporate
Registry
Agency**

Address:
Brankova 25, Beograd

Telephone: (+ 381 11) 2023350

BusPlus

Address:
Makenzijeveva 24, Beograd

Telephone: (+381 11) 7155155
E-mail: info@busplus.rs

ENIC/NARIC

University education – recognition/
nostrification of foreign diplomas: Za-
humska 14, office 412, Wednesdays and
Fridays from 12.00 to 14.00;
telephone number: (+381 11) 24 01 911,
locals-251 i 257;

Primary and secondary education –
recognition/nostrification: Nemanjina
22-26, floor 6, C wing, office 24, Wednes-
days from 10.00 to 14.00, telephone
number: (+381 11) 36 16 577
(from 13.00 to 14.00 every workday);

**Komesarijat za
izbeglice i
migracije
Republike Srbije**

Address:
Narodnih heroja 4, Novi Beograd

Telephone: (+381 11) 3117272
E-mail: kirs@kirs.gov.rs

