

## **Provisions on Passport System of the Republic of Uzbekistan**

### **I. General provisions.**

1. Provisions on passport system in the Republic of Uzbekistan regulates the order of granting passports and their use, registration and marital status and also responsibility for breaking the regulations of passport system.

2. The passport of the citizen of the Republic of Uzbekistan is the main document identifying the citizenship of the Republic of Uzbekistan and its holder.

All the citizens of the Republic of Uzbekistan who have reached 16 years of age should have the passport, of the citizen of the Republic of Uzbekistan. Servicemen do not have passports mentioned above. Documents identifying the serviceman are identification cards and military service cards granted by the headquarters of the military units and organizations.

Foreign citizens and stateless persons reside on the territory of the Republic of Uzbekistan with the papers (documents) approved by the Legislation of the Republic of Uzbekistan.

3. The passport is valid when going abroad. For citizens leaving for abroad the passport of the citizen of the Republic of Uzbekistan is registered in the order established by the Cabinet of Ministers of the Republic of Uzbekistan.

4. The passport of the citizen of the Republic of Uzbekistan in accordance with the Decree of the Republic of Uzbekistan "On Citizenship of the Republic of Uzbekistan" is granted to:

- people who had permanently resided on the territory of the Republic of Uzbekistan before the Decree of the Republic of Uzbekistan "On Citizenship of the Republic of Uzbekistan" was adopted;
- people who have acquired citizenship according to the Decree of the Republic of Uzbekistan "On Citizenship of the Republic of Uzbekistan".

5. The passport of the citizen of the Republic of Uzbekistan is granted by the bodies of the internal affairs of the Republic of Uzbekistan. The citizens of the Republic of Uzbekistan who permanently reside abroad and also people who have acquired citizenship of the Republic of Uzbekistan in accordance with the Decree "On Citizenship of the Republic of Uzbekistan" can be granted passports by diplomatic representatives or consulates of the Republic of Uzbekistan overseas.

6. Passports of the citizens of the Republic of Uzbekistan are made to the common for all the Republic of Uzbekistan model in Uzbek, Russian and English and for the Republic of Karakalpakstan in Karakalpak, Uzbek, Russian and English and have 32 pages.

7. The following information of the person is recorded on the passport in Uzbek, Russian and English:

- surname, name, patronymic names;
- place of birth;
- nationality;
- sex;

- identification number.

Nationality record in the passport is made in accordance with the parents nationality. If parents belong to different nationalities the nationality of the father or mother is recorded depending on the wish of the passport recipient when granting passport for the first time.

Further, nationality can be changed for the one of the father or mother following the citizen's application but only once. On the passport should be the signature of the holder, and signature of the person in charge that granted the passport and the date of its issue and period of validity. The following information is recorded on the passport:

- surname, name, patronymic name, sex, date, month, year of children's birth;
- military obligation;
- registration of marriage and divorce;
- place of residence;
- visas.

With the citizen's consent marks about blood type of the holder will be made in the passport. It is forbidden to make in the passport any marks, which are not envisaged in the provisions.

8. The marks in the passport of the citizen are made by:

- bodies of the internal affairs - on information mentioned in p.7 of the provisions;
- bodies on defense affairs - on military obligation;
- the bodies of Registry office - on the children under age, registration of marriage and divorce;
- the Ministry of Internal Affairs of the Republic of Uzbekistan, Ministry of the Foreign Affairs of the Republic of Uzbekistan, diplomatic representatives or consulates of the Republic of Uzbekistan overseas - on the period of validity of the passport overseas, on the under age children going with their parents;
- self - governing citizens bodies - on the place of residence;
- health care organizations - on blood type of the holder.

9. The person who has reached 16 years of age is granted the passport valid till 25 years of age.

The citizens who have reached 25 years of age are granted new Passports by the internal, affairs bodies and all the information from the previous passport is transferred into the new one if that information is true for the moment of granting the new passport.

Passport validity for the citizens who have reached 45 years of age is not limited.

Passport for abroad is valid for the period recorded in it.

10. Those responsible for observing passport system regulation are:

- heads of housing departments, communal services;
- houses managers, hostels wardens, chairmen of house-building and cottage-building cooperatives, district or makhalla committees;
- managers of hotels, health resorts, rest homes, boarding houses, tourist camps, hospitals, boarding houses, for invalids and old-age people, children's homes and other establishments of that kind where citizens should be registered;
- owners of the houses or other real persons who are in charge of apartment houses and buildings.

11. Khokimiyats and internal affairs bodies control implementation of the passport system regulations.

## **II. Procedure of Granting Passports and using them**

12. The citizens of the Republic of Uzbekistan when- receiving a new passport should

return the previously granted passport to the internal affairs bodies in his place of residence, and the citizen permanently residing abroad and who has acquired the citizenship of the Republic of Uzbekistan - to the diplomatic representative or consulate of the Republic of Uzbekistan overseas. Granting and exchanging passports is made by the internal affairs bodies in the place of residence of the citizen or by the diplomatic representatives or consulates of the Republic of Uzbekistan overseas.

13. To receive a passport a citizen should submit:

application on a standard form established by the Ministry of Internal Affairs of the Republic of Uzbekistan;

- the passport granted before;
- birth certificate (when receiving passport for the first time);
- two photographs size of 35x45 mm, black-and-white or colour;
- other documents identifying the person and the citizenship of the Republic of Uzbekistan, if necessary.

Servicemen (officers, warrant officers, naval officers) transferred to the reserve from the Military Forces of the Republic of Uzbekistan can be granted passports on the grounds of military service and identification cards.

Person admitted to the citizenship of the Republic of Uzbekistan and also those who have arrived in the Republic of Uzbekistan as repatriates are granted passports on the grounds of the established documents.

14. On the expiry of the passport validity the citizen should submit his passport and two black-and-white or color photographs size of 35x45 mm corresponding to his age to the internal affairs bodies.

15. The exchange of passport will be done in the following cases:

- change of surname, name, patronymic names;
- change of nationality;
- detecting errors in records;
- shortage of pages meant for registration (and visas);
- impossibility to use.

16. In order to exchange passport a person should submit:

- application on a standard form;
- passport to be exchanged;
- two photographs size of 35x45 mm, black-and-white or colour.

In order to exchange due to change in surname, name and patronymic names and detection of errors in records, also documents confirming will be given.

17. Person, in order to receive or exchange passport should submit documents and photographs within a month's time after reaching the appropriate age or changing surname, name and patronymic name, detective errors on the records and impossibility to use documents,

18. In granting passports as change or instead of lost one bodies of internal affairs or diplomatic representative or consulate of the Republic of Uzbekistan overseas should include the information about minor children, and also about registration of marriage, permanent residence.

19. For granting passport and permit to go abroad the citizen has to pay a fee that will be set by the Cabinet of Ministers of the Republic of Uzbekistan.

Persons who are fully provided for by the state are released from any fees (or duties).

20. The citizen should treat his passport with care. About the loss of the passport the citizen has to report to the bodies of internal affairs or diplomatic representative or consulate of the Republic of Uzbekistan overseas which upon his request will give a letter about replacement. The standard form of replacement will be set by the Ministry of Internal Affairs and the Ministry of Foreign Affairs of the Republic of Uzbekistan.

In case of lost a new passport is granted to the citizen in the order set by the Provisions within a month after his application was submitted.

21. The person who ceased to be a citizen of the Republic of Uzbekistan should hand in his passport to the bodies of internal affairs or diplomatic representative or consulate of the Republic of Uzbekistan overseas.

Passports of the citizens who were called up for the service in the army are passed over to the bodies on defence affairs for keeping them during the period of their service and in case of their admittance to military - educational institutions - to those institutions for further directing them to the bodies of internal affairs.

Passports of the persons who died are passed to the Registry office or diplomatic representative or (consulate of the Republic of Uzbekistan overseas, who sent them after registering death to the internal affairs bodies within a month.

Found passport should be returned to the bodies of internal affairs or diplomatic representative or consulate of the Republic of Uzbekistan overseas.

22. Passport of the arrested person and also person sentenced to imprisonment or arrest will be taken by the investigation bodies, preliminary investigation body or by the court. After liberation of the person or after person finishes the term of imprisonment passport will be returned to the holder. Passport will be returned after lifting restrictions in his place of work.

23. It is forbidden to deprive a citizen of his passport except the cases determined by the legislation of the Republic of Uzbekistan, also it is forbidden to use it as bailment.

24. Types of stamps and forms needed for realization of "Provisions on Passport System in the Republic of Uzbekistan" will be established by the Ministry of Internal Affairs and the Ministry of the Foreign Affairs of the Republic of Uzbekistan.

25. For standard letters (application forms) to receive passport and forms needed for the realization of the "Provisions on Passport System in the Republic of Uzbekistan" citizens have to pay a fee equal to the actual cost of the forms.

### **III. Signing in, registration, signing out.**

26. Citizens are signed in (registered) in the place of permanent or temporary residence. The following persons will be signed in (registered):

- citizens having passports - according to their passport;
- minor children under 16 years of age living apart of their parents (guardians, trustees) - according to birth certificates;
- servicemen residing outside barracks, ships and steamers - according to certificates granted by military units and military institutions;
- foreign citizens and stateless persons arriving for temporary and permanent residence in the Republic of Uzbekistan, living constantly abroad - according to foreign passport or residency permit in the Republic of Uzbekistan.
- Registration of children under 16 years of age living together with their parents (guardians, trustees) is made through entering the information of them into the proper documents of one of the parents (guardian, trustee).

- Citizens who have arrived for temporary residence from one region into another for the term of more than 6 months are registered temporarily and those who arrived for the term of less than 6 months are registered in the established order without records in passports.

27. Persons who arrived from other states of the CIS are registered without special preferences.

28. Foreign citizens and stateless persons (or persons without citizenship) are registered in the order established by the legislation.

29. Citizens changing the place of residence and also going to another region for temporary residence for the term of more than 6 months except' those going on business, holidays, to the country house, rest or treatment should sign out before the departure.

30. Signing in and out of persons in cities, regions, small towns and also settlements located in the frontier zone is carried out by the bodies of internal affairs and by self governing bodies in the rural regions.

31. To be registered (or signed in) citizens should submit:

- letter on a standard form;
- passport or one of the documents envisaged in p. 26 of the Provisions;
- military-registration documents.

To be signed in or registered in the settlements located in the frontier zone the permit to enter that area received in the established order at the internal affairs office in the place of residence before leaving for the frontier zone should also be submitted.

32. Citizens liable to registration will submit documents for signing in to the officials in charge of passport work within 3 days after their arrival. Documents for signing out are submitted to the same officials (in the place of signing out).

Documents received from the citizens should be passed over to the body in charge of registration (signing in and out) within 3 days.

33. The following persons are signed in irrespective of the dwelling space size in cities, towns, and villages:

- husband or wife - at the dwelling space of wife or husband;
- minor children and under wardship - at the dwelling space of parents and trustees;
- full age (or major) children having no family or their own or having minor children but not married - at the dwelling space of the parents;
- parents - at the dwelling space of the children;
- brothers and sisters under age and having no parents, also invalid - brothers and sisters irrespective of their age if they have no families of their own - at the dwelling space of brother and sister;
- persons earlier residing in the given populated area, temporarily leaving for another region to work on the labor contract or to carry out individual - labor activity and also citizens who have according to the acting legislation the right to use the dwelling space when leaving for temporary residence - at the previous place of residence or relatives dwelling space;
- persons freed from imprisonment or arrest - at the previous place of residence, to the members of their family, relatives or other persons in the place of their residence before being sentenced (or conviction);
- servicemen transferred from the Military forces after finishing active service if they were called up for military service from the given populated area - at the former place of residence either at his
- parents or other relatives (or relations);

- servicemen transferred to the reserve officers, warrant officers, naval officers and extended servicemen of Military Forces, Internal Forces and National Security Forces officers and the ranks of the Ministry of Internal Affairs (with their family members) - at the relatives of the servicemen transferred to the reserve or resignation or at his wife (or husband) or other persons temporarily till he (or she) gets a dwelling space in the established order;
- doing active service extended - servicemen, warrant officers, naval officers and officers of Military Forces, National Security Service bodies, Frontier and Internal Forces (or troops), officers of the Ministry of Internal Affairs (with their family members) - at the dwelling space of other persons or military unit, or in the location of the military unit, military educational institution or other organization of the Ministry of Defence, National Security Service and the Ministry of Internal affairs till they receive the dwelling space in the established order;
- members of officers', warrant officers', naval officers', extended servicemen's families - at the relatives of the serviceman or his wife's relatives, or other citizens till the serviceman gets dwelling at the new place or service;
- students of vocational schools, university students, postgraduates, doctorants, adjuncts, ordinators of educational institutions referred to as higher or secondary specialized educational institutions in the established order, persons who have arrived on probation, listeners of courses on training and refresher courses for personnel or qualification improving courses and also members of their families - at the dwelling space of educational institutions and departments, relatives or other persons for the period of studies;
- persons whose activity is connected with constant moving (members of the crew, steamers, workers of geological and prospecting parties, expeditions and so on) - at the place of dislocation of the corresponding steamship lines, boards, main basis of geological prospecting parties and expeditions, building-assembly, starting-adjusting and other organization for the period of their acting.

Khokimijats and also internal affairs bodies are granted the right, with the existing grounds, to allow registration of citizens in cases non-envisioned by the Provisions.

34. For signing in and out a citizen should pay a fee set by the Cabinet of Ministers of the Republic of Uzbekistan.

35. Certain restrictions are introduced into the choice of residence of citizens of the Republic of Uzbekistan and other persons in the frontier zone. Persons who cannot be registered in the areas where the restrictions are envisaged by the present point will not be taken on to the enterprises, offices and organizations situated in these areas. The order of citizens temporary staying in the mentioned areas is set by the "Cabinet of Ministers of the Republic of Uzbekistan".

Legislation of the Republic of Uzbekistan can introduce temporary (or stop-gap) restriction to citizens stay in other certain regions of the Republic with the aim of ensuring health protection and security of the citizens in those regions (calamities, epidemics, big crashes, catastrophes, mass disorder etc.)

36. The owner of the privatized dwelling or the dwelling belonging to him according to the right of private property has the right to register members of the family, citizens of the Republic of Uzbekistan, foreign citizens and stateless persons (or persons without citizenship) in the living space belonging to him.

37. Registration of citizens is liable to annulment in accordance with the court decision, which has come into force on evicting them from the occupied dwelling or in case they are found to have lost the right to use such space.

Registration (or signing in) of citizens can be also annulled in case they submit improper information or documents which served the basis for registration of illegal actions by officials when settling the registration problem and other cases of breaking the order and terms of registration.

38. Signing in (or registering) and out of the citizens whose activity is connected with constant moving (members of steamer crews, workers of geological prospecting parties etc.) is realized in the location of the organization.

39. Signing out of the persons sentenced to imprisonment or arrest is realized after the sentence concerning these persons comes into force.

40. Dead persons are liable to signing out after death registration.

41. Application forms for signing in (registration), tenants registers, address lists and other documents referring to signing in and out registration of citizens are set by the Ministry of Internal Affairs of the Republic of Uzbekistan. Citizens who are granted tenants registers have to pay the fee equal to their actual cost.

#### **IV. Responsibility for Breaking the Regulations of Passport System.**

42. Citizens bear responsibility in the order established by legislation of the Republic of Uzbekistan:

- for living (or residing) without a passport or with a non-valid passport and also without signing in or registration for deliberate damage to the passport and careless treatment of the passport which caused its loss, use of passports for mercenary ends;
- for allowing the citizens to live without passports or with non-valid passports, or without signing in or registration by the people responsible for observing passport system regulations, and also for living in the dwelling spaces without passports, signing in or registration;
- for employing citizens without passports or with non-valid passports, and also citizens residing without signing in or registration by the officials;
- for illegal deprivation of citizens of their passports by the officials or use of passports as bailment;
- for breaking the regulations of moving into the frontier zone or residing in it.