

**Register for asylum as soon as possible. You will receive a four digit case number. While your asylum claim is being heard, you will not be deported.**

## **1. HOW TO APPLY FOR ASYLUM**

### **Access to the asylum system is free of charge**

When and where to submit an International Protection Application?

- The competent authorities to receive your application are the Regional Asylum Offices and the of the regional Asylum Office dispatched units.
- In case you are detained or you remain in First Reception facilities, the competent detention or first reception services must inform the Asylum Service regarding your wish to submit an application for International Protection.
- You must submit your application in person, orally or in writing. You may also submit applications for members of your family, provided that they are along with you in Greece and they wish to do so.
- In case you cannot communicate with the Asylum Service employees, during the procedure of submitting your application, be informed that an interpreter will be present in order to assist you.
- When submitting your application, you will have to answer to all questions the service employee asks you, with absolute truthfulness. If you provide false evidence or claims, this is going to have a negative effect on the judgment of your case.
- If you are an unaccompanied child, i.e. if you are under 18 years old and you are not accompanied by an adult person who is responsible of looking after you, according to the Greek law or practice, the Authorities must immediately notify the competent Public Prosecutor (District Attorney). The Public Prosecutor will appoint a representative (guardian) who will be responsible for you and will act in your best interest. If you are under 14 years old your application for international protection must be submitted by the appointed representative. If you are over 14 years old, you may submit your application yourself. The authorities will care for your protection and to ensure that you are hosted in an environment suitable for minors.
- When you submit your Application for International Protection, you and any members of your family who are over 14 years old, will be photographed and fingerprinted. Your fingerprints will be entered to the European Central Database EURODAC and, in case you have submitted an application for international protection in another state of Europe where the Dublin II Regulation is in force, you will be transferred there for the examination of your application.
- You will have to hand in your travel documents (passport) or any other document you may have in your possession and is relevant to the examination of your application, the verification of your and your family members' identity, your country and place of origin, as well as your family status.
- You may be body searched and your personal belongings may be searched. You may be submitted to medical examinations.
- The Asylum Service will determine a date for your interview and then you will receive your [international protection applicant's card](#) which can be valid for up to six months. You must carry this card on you at all times.
- When you submit your application, the competent authorities are obliged to inform you, in a language that you understand, regarding the procedure, your rights and obligations while being an international protection applicant, as well as the deadlines that apply throughout the procedure.
- If you are a victim of torture, rape or any other serious violent act, you must inform the Authorities accordingly, so that they help you.
- You may ask to come in contact with the United Nations High Commissioner for Refugees or an organization that provides legal, medical and psychological support.
- Throughout the procedure you have the right to ask for the support of a lawyer or other counselor of your own choice (without mediation by the Asylum Service). The fee and expenses of the lawyer or other counselor, however, will be completely at your own cost.
- If you wish, you may be provided with a short period of time in order to appropriately prepare for your interview and be counseled by a lawyer or other counselor in order to receive support during the procedure.
- If you are a woman, you may ask for your interview to be conducted by a female Asylum Service employee and a female interpreter, if available.
- In any case, you may ask for your interview and its interpretation to be conducted by an officer of the sex of your choice, in cases that there is a serious reason for such a request. Your relevant request will be assessed by the Service.
- If you are an unaccompanied child, you must be informed by your representative regarding your interview. Your representative will be invited and he may be with you during the interview. The authorities may conduct medical tests in order to determine your age. Both you and your representative must be informed regarding this procedure and you or your representative must agree.

## **CONTACTS**

### **Automated Info Hotline in 10 Languages**

**+30 210 69 88 660**

### **Asylum Service Info (everyday 1400-1500)**

**+30 210 69 88 538**

## 2. RIGHTS & OBLIGATIONS

### Obligations of international protection applicants

As an international protection applicant in Greece, it is your obligation:

- To remain in Greece until the examination of your application is completed.
- To cooperate with the Greek authorities regarding any issue in relevance with your application and the verification of your personal data.
- To go in person to the Asylum Service in order to renew your [card](#) before it expires and, at the latest, on the next business day after its expiry date.
- To immediately inform the Asylum Service regarding the address of your residence and your contact information and any change in them. The Asylum Service is going to send documents related to your case, to the address that you have declared.
- You must abide by the deadlines as determined throughout the different stages of the procedure of examination of your application.
- To reveal your real financial status in case you are provided with benefits by the State.
- To comply with the obligations that apply in case you are housed in a Reception Center or other facility.

### Rights of international protection applicants

As an international protection applicant in Greece:

- Your deportation is prohibited until the examination of your application is completed.
- You may move freely across the country, unless specific areas of the country where you may move freely are determined on the [card](#) that you are provided with.
- If you are homeless, you may be hosted in a Reception Center or other facility.
- You have the right to work under the conditions set by the Greek law.
- As an employee, you have the same rights and obligations, regarding social security, as any Greek citizen.
- You have the right to receive hospital, medical and pharmaceutical treatment free of charge, provided that you are uninsured and indigent.
- Your children have access to the public educational system free of charge, and so do you, in case you are a child.
- You have access to vocational training.
- If you are a disabled person with a disability percentage of 67% and above, you have the right to receive a disability allowance, provided that your housing in a Reception Center is not possible.
- While being an asylum applicant, you cannot travel outside Greece.
- While being an asylum applicant, you cannot transfer your family from your country of origin to Greece.

## CONTACTS

**Automated Info Hotline in 10 Languages**

+30 210 69 88 660

**Asylum Service Info (everyday 1400-1500)**

+30 210 69 88 538

### 3. FIRST & SECOND INSTANCE INTERVIEWS

#### FIRST INSTANCE INTERVIEW

On the date set by the Service, you will be interviewed by an Asylum Service employee. You will have to answer his/her questions with absolute sincerity, present complete descriptions of true incidents, and you should not conceal anything that is relevant to your application. If you make false statements on any incident or claim, you will negatively affect the judgment on your application.

In particular, during the interview, the Asylum Service employee will ask you questions regarding the information provided in your application, including information on your identity, on how you came to Greece, on the reasons why you left your country of origin, or the country where you used to live in case you are a stateless person, and the reasons why you cannot or do not wish to return to that country. During the interview, you may also submit any other evidence you consider necessary.

If you are not able to communicate with the Asylum Service employee due to a language barrier, an interpreter will be present in the interview.

You can attend the interview accompanied by a lawyer or other counsellor (legal expert, doctor, psychologist or social worker).

Everything you say during the interview is confidential. It will not be disclosed to the authorities of your country and your alleged persecutors, but can be shared with other Greek authorities.

The interview may be recorded. At the end of the interview, the Asylum Service employee will write a report that will include your basic claims and all the substantial evidence of the interview. In the event the interview is not recorded, the employee will write full minutes to include all the questions and answers of the interview. In this case, you will have to check the text of the minutes with the assistance of the interpreter, verify its contents or ask for corrections, and then sign it. You may, at any time, request and obtain a copy of the minutes or the report and the sound recording of your interview.

After the interview, the Asylum Service will decide to grant you refugee status, subsidiary protection, or reject your application.

When a decision upon your application is issued, the Asylum Service will notify you to receive it. You will be notified based on the contact information you have declared, either by telephone, letter, fax, or e-mail.

The Asylum Service must hand you the decision with the assistance of an interpreter in a language that you understand.

If you have changed your address or your telephone number, you must immediately notify the Asylum Service.

If you have not received the decision and you do not go to renew your card on the next business day after its expiry date at the latest, then the Asylum Service will consider that you have received the decision on that day.

While the examination of your application is pending, you can withdraw it, if you so wish..

#### SECOND INSTANCE INTERVIEW

If your application is rejected, or if you are granted subsidiary protection and you believe that you are entitled to refugee status, you have the right to submit an appeal to the Appeals Authority.

You will have to submit your appeal to one of the Regional Asylum Offices or the asylum units that handed the decision to you, within the deadline mentioned in the decision you received.

The submission of the appeal is done with the assistance of an interpreter. You will be given the date of examination of the appeal and a document proving that you have submitted the appeal.

You will also be given a new international protection applicant's card.

When you submit your appeal, if you wish, you can submit supporting documents 15 days, at the latest, before the examination of your appeal, or five days after the submission of your appeal if you are detained.

Your appeal will be examined by an Appeal Committee. The Appeal Committee usually examines appeals based on the evidence in your file and does not call you for an interview. However, you will be notified about the date that your appeal will be examined, and about when you can submit, in case you wish to, any additional evidence that the Appeal Committee should take into account.

During the examination of your appeal, you may explicitly withdraw your appeal at any time you wish.

In case the Appeal Committee decides to call you for an interview, you will be notified five (5) business days before the date of the interview, at the latest. You have the right to go to the Appeal Committee accompanied by a lawyer or other counsellor. Even if you do not appear before the Appeal Committee, the examination of your appeal will proceed normally.

The Appeal Committee will decide to either grant you refugee status or subsidiary protection, or reject your appeal.

The procedure in order for you to be handed the decision issued by the Appeal Committee is the same as the procedure followed for the decision issued by the Asylum Service.

If your appeal is rejected, or if the decision grants you subsidiary protection and you believe that you are entitled to refugee status, you may submit an application of revocation (cancellation) to the appropriate court of law. The cancellation application does not have an automatic suspensive effect, meaning that your removal from the country is possible.

### CONTACTS

**Automated Info Hotline in 10 Languages**

**+30 210 69 88 660**

**Asylum Service Info (everyday 1400-1500)**

**+30 210 69 88 538**

## 4. DUBLIN PROCEDURE & FAMILY REUNIFICATION

When you submit your application for international protection, you and any members of your family who are over 14 years old, will be fingerprinted. The fingerprints will be entered into the European Central Database EURODAC, the aim of which aims is the implementation of the "Dublin III" Regulation.

The "Dublin III" Regulation determines which European state, of those bound by this regulation, is responsible for examining your application.

The States which are a party to the "Dublin III" Regulation are: Austria, Belgium, Bulgaria, Croatia, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, the Netherlands, Hungary, Iceland, Ireland, Italy, Latvia, Lichtenstein, Lithuania, Luxemburg, Malta, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and the United Kingdom (herein after referred to as the "Dublin III" States).

If you are an unaccompanied minor and a member of your family (parent, brother/sister, uncle/aunt, grandfather/gradmother) remains legally in a "Dublin III" country, this country is responsible for the examination of your application.

If you are an unaccompanied minor and no members of your family remain legally in any of the "Dublin III" States, your application will be examined by Greece.

If you are an adult and a member of your family is resident in one of the "Dublin III" States as a beneficiary of international protection or as an asylum seeker, if you so wish, the State where he/she is resident is responsible for examining your application. Members of the family are considered the spouse (husband or wife) or the life partner (not in all countries) and the minor unmarried children.

If you have a residence permit, the state responsible for the examination of your application is the "Dublin III" State that issued the residence permit, even when the permit has expired for two years.

If you have a visa, the state responsible for the examination of your application is the "Dublin III" State that issued the visa, even when the visa has expired for six months.

If you have more than one residence permit or visa, the "Dublin III" State responsible for the examination of your application depends on the duration and the expiry dates of the residence permits or visas.

If, before entering Greece, you illegally entered another "Dublin III" State, this state is competent for the examination of your application. This responsibility expires twelve (12) months after the illegal entry.

In the event you were staying in another "Dublin III" State for five consecutive months before submitting your application in Greece, then this "Dublin III" State is responsible for the examination of your application.

If you legally entered a "Dublin III" State which does not require a visa, then this state is responsible for the examination of your application.

If you submitted your application in an international transit area of an airport of a "Dublin III" State, then this state is responsible for the examination of your application.

If you have already submitted an application in another "Dublin III" State, then this state is responsible for the examination of your application.

A "Dublin III" State may agree to examine your application on humanitarian grounds.

If none of the aforementioned criteria is applicable in your case, then the state which is responsible for the examination of your application is Greece.

If, based on the aforementioned criteria, another "Dublin III" State is responsible for the examination of your application and agrees to examine it, then your application in Greece will be rejected as inadmissible and you will be transferred to the other "Dublin III" State, at the latest within six months from the date this state agreed to examine your application.

You have the right to appeal against this decision before the Appeals Authority, within the deadline mentioned in the decision which you will receive. You will need to submit your application to the Regional Asylum Office or asylum unit that issued the decision.

With the aim of applying effectively the above rules, when you submit your application for international protection, you must inform the Asylum Service regarding the following:

- 1) if you have a visa for any other "Dublin III" State,
- 2) if you have a residence permit for any other "Dublin III" State,
- 3) if you entered Greece illegally through another "Dublin III" State
- 4) if you stayed illegally in another "Dublin III" State before coming to Greece, and for how long,
- 5) if any members of your family are resident in another "Dublin III" State, and if they are, what is the status of their residence there.

You will have to provide all the required information and submit any evidence you have in your possession (e.g. residence permits, yours and those of your family members, documents regarding your family status or other certificates, visas, documents that certify your presence in another "Dublin III" State – such as travel tickets, hotel receipts etc.)

## CONTACTS

**Automated Info Hotline in 10 Languages**

+30 210 69 88 660

**Asylum Service Info (everyday 1400-1500)**

+30 210 69 88 538