

Guidebook

For The Services Of
Ministry of Migration & Displaced Beneficiaries



بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ

اللّٰهُمَّ اجْعَلْ هِمَمَنَا اَلْبُلَدَ اَمْنًا

صَدَقَ اللّٰهُ الْعَظِیْمُ

Acknowledgement

The Ministry of Migration and Displaced (MoMD) would like to thank all those who have contributed in accomplishing this Guidebook, particularly Department of Planning and Projects. This Guidebook shows rules of the Ministry and its commitments towards beneficiaries; it comprises of the rules and commitments clarifying the Ministry's obligation towards beneficiaries in regard to each single category of the beneficiaries.

The Guidebook also exhibits detailed explanations of the documents need to be submitted upon request by the beneficiaries: (Displaced Persons, the Migrants and the Returnees.)

The Guidebook also refers to the duties and tasks assigned to each department within the Ministry.

The Ministry would like to inform its beneficiaries that it looks forward to expanding and achieving additional goals for the stability of our country which has experienced many tragic events recently.

The Ministry would like to declare that this Guidebook and its later updates would be available on the Ministry's website the quickest time possible.

Introduction

The Guidebook is a model used to clarify the Ministry of Migration and Displaced¹ beneficiaries' requirements to obtain services provided by the Ministry and other government institutions providing or contributing to provide services and privileges. Officials of the Ministry of Migration and Displaced and the Ministry's partners: to include international organizations have contributed in drafting this Guidebook in coordination with other ministries and government agencies of concern; this Guidebook has been approved by all parties involved in preparing this Guidebook in terms of legal contents based on resolutions and legislations of the General Secretariat of the Council of Ministers (Cabinet) and regulations issued by the Ministry of Migration and Displaced and other relevant ministries.

The Guidebook is divided on the basis of classifying people needing care and according to services available for each category. Each chapter explains registration process, types of services or benefits available and the procedures of obtaining these services and benefits. It also explains the requirements and documents necessary for applicants in each category of potential beneficiaries.

In short, the Guidebook is a work map showing the legal rights and obligations stated by the law for the Ministry's various beneficiaries and a work program by which reception centers employees can response to all inquiries raised by applicants.

The Guidebook has been written in simplified language to enable applicants and reception employees to understand the necessary procedures to process applications and to provide services to beneficiaries.

¹ The official name of the Ministry according to the Ministry's draft law which will replace the old name as (the Ministry of the Displaced and Migrants).

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Ministry of Migration and Displaced¹ - *General Information*

Overview

After the fall of the former regime, many complicated problems emerged in Iraqi society which affected millions of Iraqis. After extensive study and discussion conducted by the leaders of the Governing Council, which assumed power, it was decided to establish a special ministry to deal with people who were displaced from their homes and forced to migrate elsewhere. Therefore, the Ministry of Migration and Displaced was established according to the provisions of paragraph (a/b) of Article No. 30 of the interim Iraqi State Law Administration on August 30, 2003 within the first ministerial formation after the fall of the former regime. The Ministry of Migration and Displaced was the first to assume this approach since the foundation of the Iraqi State in 1922.

There is no doubt that the formation of the Ministry of Migration and Displaced has been an important and essential step for caring about broad sectors and handling the overburden legacy of tragedies and concerns left by the former collapsed regime.

Categories of forcibly displaced people, returning migrants and deportees from hot areas have emerged clearly and they affect large numbers of Iraqis. Millions of Iraqi people who have left the country because of war, political persecution and economic sanctions during the previous regime's era. If we add this category of people to those who were displaced by sectarian threats and political conflict following the events of Samarra 2006, the magnitude of the problem becomes even more serious.

Therefore, the Ministry of Migration and Displaced bears a grave historical, national and humanitarian responsibility for millions of people who need care. The ministry should exert its efforts to solve problems of those people and reintegrate them into society.

¹ You can refer to the Ministry's introductory brochure issued by Branches Directorate in 2006 taking into consideration some remarks.

Goals and Tasks¹

1. Identify and diagnose the problems faced by different groups of displaced people, whether materialistic or moral; whether in the present or in the future or continuous.

2. Secure and prepare appropriate solutions to the problems and obstacles that prevent groups of displaced people from returning to a normal life, reintegrating the Ministry of migration categories into the society and take them out of categorization resulting from previous complications.



3. Endeavour to re-establish the beneficiaries' usurped rights and to defend them by all means as required by applicable laws of the country; either by activating stated legislations to serve the beneficiaries or by suggesting legislations that best serve the beneficiaries indicating that stated or suggested legislations represent solutions for existing problems of which the beneficiaries suffer.

4. Set strategic preventive actions to avoid present abuses against beneficiaries or set plans to ward off calamities which would lead to society crack resulting in more Ministry beneficiaries.

5. Prepare and develop physical and moral capacity of the ministry, enabling it to quickly respond to the emergencies of the beneficiaries.

6. Promote and put into circulation the concepts of respect for the rights of the Ministry beneficiaries, and to urge to commit to these concepts for national and humane objectives.

7. Work on creating an institutional environment in which the rights and interests of the beneficiaries will be defended.

8. Submit proposals and legislative initiatives to concerned authorities for the benefit of the *Ministry beneficiaries*.

9. Cooperate and coordinate with other ministries, departments and governmental institutions, as well as international and local organizations to meet the needs of citizens, to secure legal protection of the rights of citizens, and to develop appropriate solutions to their problems.

¹ You can refer to the Ministry's introductory brochure issued by Branches Directorate in 2006 taking into consideration some remarks.

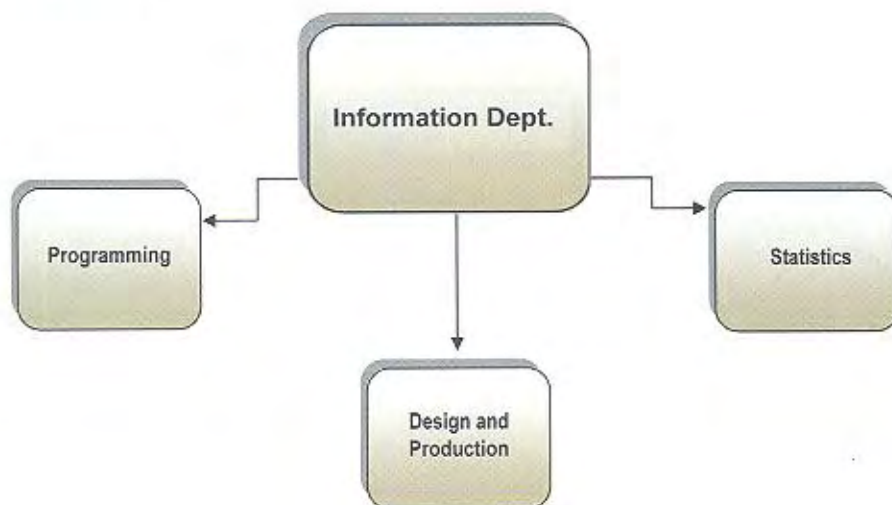
Ministry Departments and their Tasks

1. Information Department¹.

This department assumes making statistics and surveys; collecting, categorizing, analyzing and issuing all types of information and data pertinent to the Ministry and to the software. It also provides technical support (Information Technology) and maintenance; designs and produces bulletins and posters required for the Ministry.

It consists the following sections:-

1. Statistics.
2. Design and Production.
3. Programming.



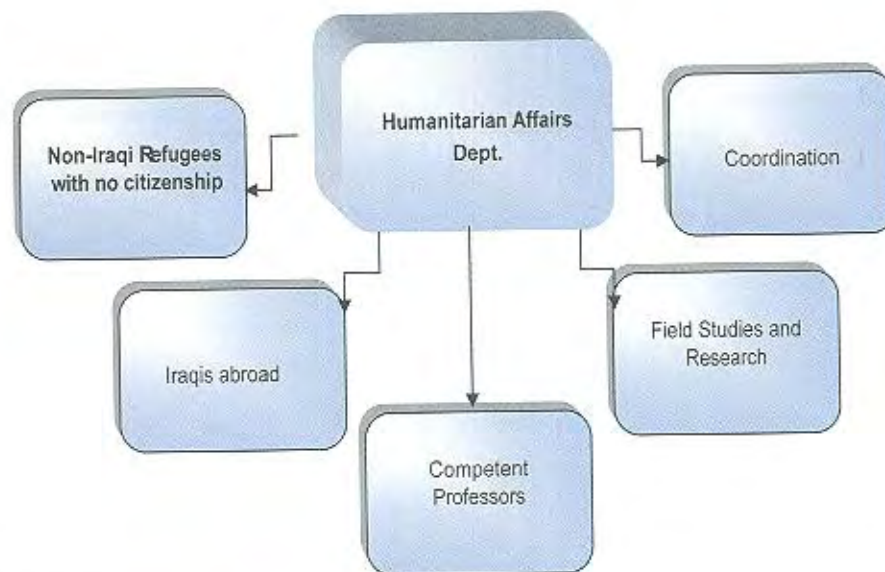
¹ Administrative organization and institutional work development project – Ministry of Migration 2005.

2. Department of Humanitarian Affairs¹

It assumes studying and preparing policies pertinent to the Ministry beneficiaries, coordinating with other ministries, relevant authorities and civil society organizations, international organizations and NGOs.

It consists of the following sections:-

1. Non-Iraqi Refugees with no citizenship.
2. Iraqis abroad.
3. Coordination.
4. Competent Professors.
5. Field Studies and Research.



¹ Administrative organization and institutional work development project – Ministry of Migration 2005.

3. Department of Legal Affairs¹.

This department assumes submitting and studying legislations pertinent to the beneficiaries of the Ministry including current legislations, offering suggestions or legal counsel representing the Ministry through the Minister's authorization before court and other relevant legal parties to include compensation committees, property dispute solving in accordance with article 10 of Iraqi Property Disputes Solving Council.

it consists of the following sections:-

1. Consultancy.
2. Claims and Contracts.
3. Administration.



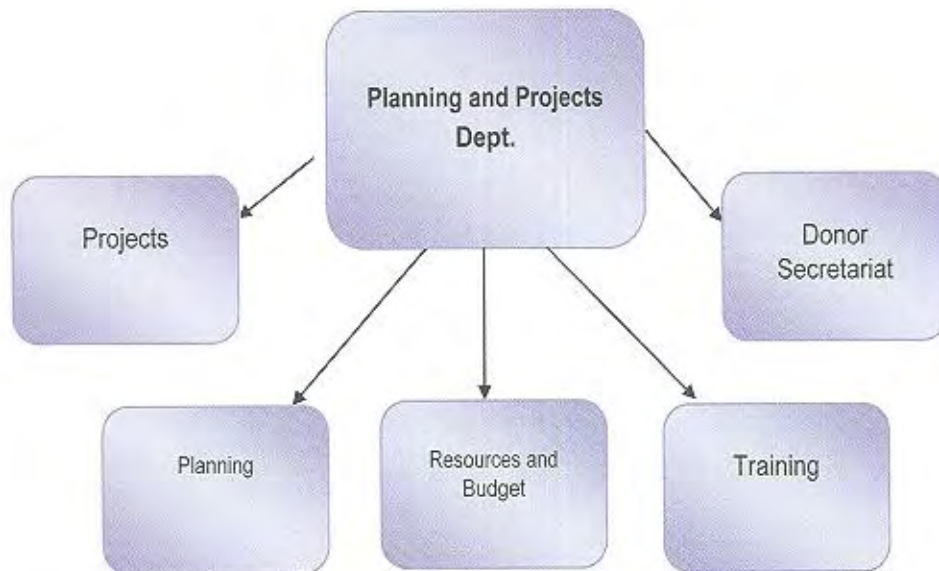
¹ Administrative organization and institutional work development project – Ministry of Migration 2005.

4. Department of Planning and Projects¹

It assumes studying, preparing, developing plans and programs pertinent to the Ministry beneficiaries; prepare internal and external resources by coordinating with Humanitarian Affairs Dept.

It consists of the following sections:-

1. Projects.
2. Planning.
3. Resources and Budget.
4. Training
- 5- Donor Secretariat



¹ Administrative organization and institutional work development project – Ministry of Migration 2005.

Ministry Departments and their Tasks

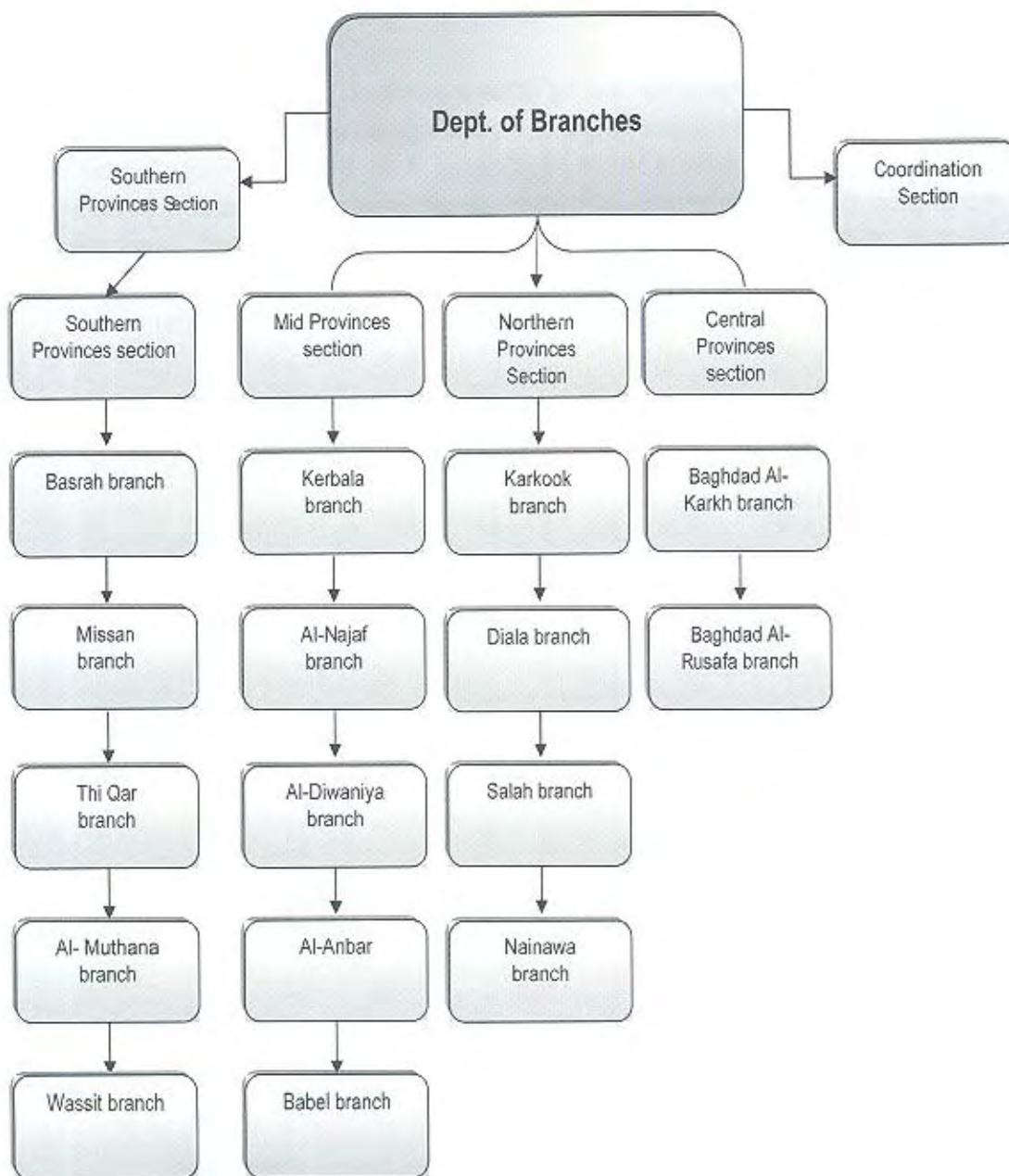
5. Department of Branches¹

This department is responsible for opening office branches on locations of concern to the Ministry inside Iraq. It also cares for field co-ordination, support, executing follow up plans and policies of the Ministry pertinent to the beneficiaries of the Ministry in Iraqi provinces in coordination with other Departments of the Ministry and other relevant authorities including ministries, civil society or international organizations and non-government organizations working in provinces; also members and representatives of the beneficiaries. This Dept. would also watch over establishing guidance and info centers within various branches as per need.

This department consists of the following sections:

1. Northern Provinces.
2. Mid Provinces.
3. Southern Provinces.
4. Central Provinces.
5. Coordination.

¹ Administrative organization and institutional work development project – Ministry of Migration 2005.



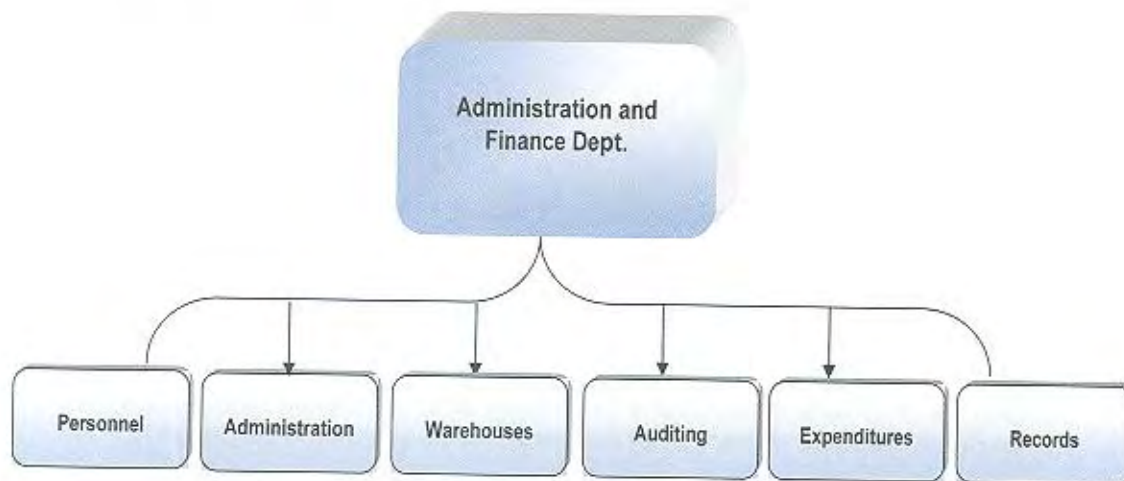
6. Department of Administration and Finance¹

This department takes over the following tasks:

- Provide the logistical and secretarial services for all departments.
- Propose the budget in collaboration with other departments in the Ministry.
- Provide administrative and financial services to other Departments.

It has the following sections:-

1. Personnel.
2. Administration.
3. Warehouses.
4. Records.
5. Expenditures.
6. Auditing.



¹ Administrative organization and institutional work development project – Ministry of Migration 2005.

Deported People

Definition:

Forcibly displaced people are those who have been forced to depart their homes or their regular residence to another location within Iraq as a result of decisions, policies or government actions within time frame 14/7/1968 up to 9/4/2003¹.



General Conditions

1. They must be displaced from the place of their regular residence.
2. They must be displaced as a result of government policies, decisions or actions.
3. It must not be a voluntarily deportation in order to obtain privileges from the government at that time.
4. Deportation documents should clearly indicate deportation circumstances.
5. The displaced families should have valid Iraqi IDs that prove their identity (civil status ID – certificate of ID).

Privileges and Services

1- Registration² Procedures

- 1- Applicants should consult the Legal Unit at the branches of the Ministry, and according to their current residence.
- 2- Submit written request to registration of the legal unit at the branch³.
- 3- Submit the required documents to register in the Legal Unit at the branch.
- 4- Fill out the registration form through visiting field monitoring unit at the branch⁴.
- 5- Consultation card to be given; this depends on the policy of the concerned branch(the card is a form containing beneficiary category, file serial number and start date. it is not an identity card but it is given to facilitate getting access to the file of the category).

¹ Instructions of the Legal affairs Dept. reference to secretariat general of Ministers' council letter No.515 on Nov. 26, 2008.

² Instructions of the Legal affairs Dept. and Dept. of Branches issued accordingly.

³ This depends on the policy of the concerned Branch.

⁴ Refer to Forms of each beneficiary.

Required Documents¹

1. Iraqi identification cards (essential docs).
2. Ration Card (essential doc).
3. Letter of approval issued by the local provincial council where the displaced person currently resides or Residence information card issued by Ministry of Interior/ information office.
4. Formal letter issued by the Province or the Provincial council from which the displaced people have been displaced confirmed by displacing date and area along with mentioning displacing decision serial number; it is considered an essential document being the legal proof possibly obtained and used as a document issued by formal authority taking into consideration that this document has been introduced by the Ministry and its branches to parties issued to.
5. The displaced person has to provide a formal letter to prove that he already moved the furniture of his house to another place, if he already has such a document. This document was issued by the security forces of the former regime allowing him to move his furniture from one place to another.
6. The displaced person has to provide documents to prove that he was a permanent resident in the area from which he was displaced. This is considered as the most important document, such as (deed or any document proving his residence in the area from which he was displaced; if not, this is to be proven by witnesses testimony approved by the notary public or any legal authority authorized to approve that testimony).
7. People who departed their areas of residence voluntarily in response to the desire of the former regime to Arabize the Kurdish areas and change the demography of the region, and they received all the privileges established by the former regime at that time, will be excluded from registration. At the same time, displaced people who have left their homes because of a national legislation for the sake of the public interest and were not forced by the former regime to leave their areas and live in another one; and they received compensation, will also be excluded from the registration.
8. Filling out the form the legal guidance bureau for registration.

¹ Legal office instructions in regard to Deportees registration procedures.

2. Legal Guidance

- Grant formal approval letter confirming deportation to government and non-government organizations¹.

Procedures

1. Consult the Ministry branch where the displaced person has been registered.
2. Submit request for letter of approval (displacing event). The request should be addressed to the director of the office in the area.

Required Documents

1. IDs (civil status – certificate of Iraqi Nationality) or either one - (essential docs).
2. Ration card (essential doc).
3. Consultation card containing a file number and date of registration, if any.

3. Provision of food aid and non-food items (on emergencies in case program is available)

This service is provided directly by the Ministry and indirectly through partners of the Ministry, whether they are other governmental institutions, international organizations or civil society organizations. Taking into consideration that these programs are executed according to the annual plans of the Ministry where there is need and the nature of that need for this category provided that the included people are registered within the Ministry.

4. Direct Assistance

Procedures

1. Consult the Ministry branch as per regions where the deported families are located or as per program execution policy².
2. The displaced person should present supporting IDs.
3. Field unit should check the branch that registered the displaced people if they were registered or not.
4. Receipt of allocated items as per followed distribution policy³.

¹ Formal letters of approval are necessary to facilitate many procedures such as giving priority to beneficiaries in terms of services offered by some organizations like issuing IDs or granting privileges conducted by any government or non-government organization.

² Specific store – branch headquarter – field distribution as per families residential areas.

³ Specific store – branch headquarter – field distribution as per families residential areas.

Required Documents

1. IDs (civil status – certificate of Iraqi Nationality) or either one - (essential docs).
2. Ration card (essential doc).
3. Consultation card containing file number and date of registration, if any.

Indirect Assistance

Procedures:

1. Consult the authority determined by the Ministry for receiving aid.
2. Review registration database of the deportees provided to the requested party or depend upon letter of approval by the Branch confirming that the family or the individual is registered to the Ministry in accordance with concerned branch policy.

Required Documents

1. IDs (civil status – certificate of Iraqi Nationality) or either one - (essential docs).
2. Ration card (essential doc).
3. Consultation card containing file number and date of registration, if any.

5. Indirect Legal Guidance:

Some civil society organizations and some international ones provide legal guidance to various Ministry beneficiaries, these services are represented by issuing some verified documents and non-verified documents lost by the beneficiaries; this service is accomplished via tracking issuance procedures of those documents by government authorities concerned. This is to be done subsequent to prior coordination with the Ministry to determine included categories and most likely nature of these services pertains to documents issuance for the Ministry beneficiaries¹.

Procedures

1. Consult the Ministry branches to obtain approval letter addressed to the authority is responsible for providing the legal service.
2. Consult the authority specified by the Ministry for this purpose, whether legal guidance centers reporting to some organizations or civil society institutions or Labor unions.

Required Documents:

1. Letter of approval issued the Ministry branch that registered the displaced person.
2. Available IDs.

¹ Beneficiaries could consult the Ministry branches to determine authorities responsible for these categories. You can refer to Samples of Formal IDs available on this guidebook.

Displaced People

Definition¹:

They are denaturalized Iraqis by the canceled decision No. 666 issued in 1980.

General Conditions²

1. Iraqi nationality denaturalization according to a decision of the dissolved Revolutionary Command Council canceled decision No. 666 issued in 1980.
2. Stay abroad prior to 9/4/2009 for no less than one year till after 9/4/2009.
3. Possession of verified Iraqi IDs.



Registration, Privileges and Services

1. Registration

Procedures

1. Consult the legal unit at the Ministry branches as per returnee's current residence area.
2. Submit a request to the legal unit of at the branch concerned of registration as per item No.1 having in mind that that request varies according to work procedures of each branch.
3. Fill out the registration form specified by field monitoring unit at the branch of the Ministry.

Required Documents:

1. Iraqi nationality entry cancellation document on the records of civil status. This document can be obtained from Citizenship Directorate General or any citizenship sub-directorate - The Ministry of Interior (essential doc).
2. Entry cancellation checking off letter on the Ministry database from Information Dept. at the Ministry of Migration taken from Ministry of Interior/Citizenship Directorate General.
3. Residency documents in the country of emigration, such as the Green Card, White Card, camp paperwork, (registration serials) or any other formal document proving residency in the country of emigration (originals – essential doc).
4. Letter of approval issued by the Provincial Council proving residence of the displaced person and according to his current location.
5. Original IDs (civil status ID only is acceptable) considered as essential doc.
6. Residency card (Non essential doc).
7. Ration card (essential doc).

¹ The Ministry draft law; Legal Dept. instructions

² Legal Dept. instructions

2. Allocation of a Plot of land

Each Migrant Returnee and Displaced Returnee has been listed on the decision of allocating a (200-250 M²)¹ plot of land provided that he is married or supporting a family. Land allocation is based on the displaced person's place of birth (as per civil status ID). Ministry of Constructions and Municipality and its subordinate units in provinces would be responsible for land distribution based on instructions instructed by Ministry of Migration.

Procedures

1. Registration to be at the concerned branch according to current residence area.
2. Submit plot of land allocation request to the legal unit of the concerned branch.
3. Consult the directorate of property in the province, according to the place of birth in order to acknowledge land allocation.

Required Documents:

1. Civil status ID of the Returnee and his family members if he is married.
2. Civil status ID and a letter of approval showing that he is supporting a family approved by witnesses, this letter is issued by the local provincial council and certified by the notary.
3. Residence letter of approval the returnee and as per his current residence area.
4. The returnee's consultation card issued by the Ministry branch.

3. Direct Legal Guidance

Grant a letter of approval approving deportation to government or non-government authorities².

Procedures

1. Consult the Ministry branch where the returnee has been registered.
2. Submit a request for granting and approval (as per work policy followed by each branch).

Required Documents:

1. ID verification documents (civil status ID – Certificate of Iraqi nationality) or either (essential doc).
2. Ration card
3. Consultation card having file serial, date of registration if any (non essential doc).

¹ Ministry of Constructions and Municipality has been approached regarding this issue, the ministry stated that it is up to province plan and constructional tendencies.

² Letters of approval are used for facilitating many procedures probably the most important one is giving priority to beneficiaries as per services offered by those organizations like document issuance or granting privileges conducted by any government or non-government orientation.

4. Indirect Legal Guidance:

Some civil society organizations and some international ones provide legal guidance to various Ministry beneficiaries, these services are represented by issuing some verified documents and non-verified documents lost by the beneficiaries; this service is accomplished via tracking issuance procedures of those documents by government authorities concerned. This is to be done subsequent to prior coordination with the Ministry to determine included categories and most likely nature of these services pertains to issuance documents for the Ministry beneficiaries¹.

Procedures

1. Consult the Ministry branches to obtain approval letter addressed to the authority is responsible for providing the legal service.
2. Consult the authority specified by the Ministry for this purpose, whether legal guidance centers reporting to some organizations or civil society institutions or Labor unions.

Required Documents:

1. letter of approval issued the Ministry branch that registered the displaced person.
2. Available IDs.

5. Indirect Legal Guidance:

Procedures

1. Consult the Ministry branch where the returning families are located or as per program execution policy².
2. Show ID documents for the deportee (civil status ID – Certificate of Iraqi nationality).
3. Field unit should check the branch that registered the displaced people if they were registered or not.
4. Receipt of allocated items as per followed distribution policy³

Required Documents:

1. ID verification documents (civil status ID – Certificate of Iraqi nationality) one ID will do.
2. Ration card (essential doc).
3. Consultation card having file number and date of registration if any (non essential doc).

¹ Beneficiaries could consult the Ministry branches to determine authorities responsible for these categories. You can refer to Samples of Formal IDs available on this guidebook.

² Specified store – branch headquarter – field distribution as per residence area of those families.

³ Specific store – branch headquarter – field distribution as per families residential areas.

6. Indirect Assistance:

Procedures :

1. Consult the authority that stated by the Ministry to receive the aids.
2. Review database of the displaced provided to the authority or to depend upon a letter of approval issued by the branch confirming the family or the individual is registered to the Ministry as per work policy of the concerned branch.

Required Documents:

1. ID verification documents (civil status ID – Certificate of Iraqi nationality) or either (essential doc) .
2. Ration card
3. consultation card having file serial, date of registration if any (non essential doc).

Migrants Returnees

Definition¹:

They are Iraqis who returned home from abroad to live in their previous homes, their birth places or their normal residence in Iraq; or any other place of residence of their choice inside Iraq after they had been forcibly migrated or expatriated for any other reason.



General Conditions²

1. Left Iraq at least one year prior to the fall of the regime; i.e. before 9/4/2003.
2. Returned to Iraq after the fall of the regime; i.e. after 9/4/2003.
3. Possession of official documents confirming time of their departure; back home within limits of the two above mentioned items (1-2) for returnees from all countries (Iraqi and foreign passports are acknowledged as essential document provided that these passports are original) except for Iran. Residence at the country of emigration documents are also acknowledged like: Green card – white card – camp paperwork- registration serial or any other formal document proving residence at the country of emigration (original ones) considered as essential doc.
4. A Letter or any ratification document issued by a formal authority approving that returnees from Arab countries only left Iraq for political oppression, in case not available, testimony of two persons approving his departures due to political oppression certified by the notary public or by legal department at the Ministry of Migration and Displaced along with presenting other evidences.
5. Should have Iraqi IDs, civil status ID is enough, considered as essential doc.

Registration, Services and Privileges

1.Registration Procedures³

1. Consult the legal unit at the Ministry branches as per returnee's current residence area.
2. Submit a request to the legal unit of at the branch concerned of registration as per item No.1 having in mind that that request varies according to work procedures of each branch.
3. Fill out the registration form specified by field monitoring unit at the branch of the Ministry.

¹ The Ministry draft law, legal Dept. instructions

² Legal Dept. instructions

³ Instructions of Ministry branch work policy

Required Documents¹

1. Migration verification document (Iraqi or foreign passport having an exit visa from Iraq no less than one year prior to the fall of the former regime) for other than Iran Returnees.
2. For Iran Returnees (documents issued by the country of immigration such as the green card, white card, camp paperwork, registration serial, or any other official document that proves residence in Iran).
3. Return verification document (an Iraqi or foreign passport that contains an entry visa to Iraq after the fall of the regime namely after 9 April 2003).
4. Letter of approval issued by the local provincial council showing the Returnee's current residence – essential doc – in case residence information card issued by info office reporting to the Ministry of Interior is not available
5. Residence card.
6. Letter of approval issued by the provincial council approving the current residence of the Returnee.
7. Verification IDs (civil status ID only is accepted) considered as essential doc.
8. Ration Card - essential doc.

2. Allocating a plot of Land Procedures

Each Migrant Returnee and Displaced Returnee has been listed on the decision of allocating a (200-250 M²)² plot of land provided that he is married or supporting a family. Land allocation is based on the displaced person's place of birth (as per civil status ID). Ministry of Constructions and Municipality and its subordinate units in provinces would be responsible for land distribution based on instructions instructed by Ministry of Migration.

Procedures

1. Registration to be at the concerned branch according to current residence area.
2. Submit plot of land allocation request to the legal unit of the concerned branch.
3. Consult the directorate of property in the province, according to the place of birth in order to acknowledge land allocation.

Required Documents:

1. Civil status ID of the Returnee and his family members if he is married.
2. Civil status ID and a letter of approval showing that he is supporting a family approved by witnesses, this letter is issued by the local provincial council and certified by the notary.
3. Residence letter of approval the returnee and as per his current residence area.
4. The returnee's consultation card issued by the Ministry branch.

¹ Based on Legal Dept. instructions.

² Ministry of Constructions and Municipality has been approached regarding this issue, the ministry stated that it is up to province plan and constructional orientation.

3. Direct Legal Guidance

Grant a letter of approval approving deportation to government or non-government authorities¹.

Procedures

1. Consult the Ministry branch where the returnee has been registered.
2. Submit a request for granting and approval (as per work policy followed by each branch).

Required Documents:

1. ID verification documents (civil status ID – Certificate of Iraqi nationality) or either (essential docs).
2. Ration card (non-essential doc).
3. Consultation card having file number and date of registration if any (non essential doc).

4. Indirect Legal Guidance:

Some civil society organizations and some international ones provide legal guidance to various Ministry beneficiaries, these services are represented by issuing some verified documents and non-verified documents lost by the beneficiaries; this service is accomplished via tracking issuance procedures of those documents by government authorities concerned. This is to be done subsequent to prior coordination with the Ministry to determine included categories and most likely nature of these services pertains to issuance documents for the Ministry beneficiaries².

Procedures

1. Consult the Ministry branches to obtain approval letter addressed to the authority is responsible for providing the legal service.
2. Consult the authority specified by the Ministry for this purpose, whether legal guidance centers reporting to some organizations or civil society institutions or Labor unions.

Required Documents:

1. Letter of approval issued by the Ministry branch that registered the displaced person.
2. Available IDs.

¹ Letters of approval are used for facilitating many procedures probably the most important one is giving priority to beneficiaries as per services offered by those organizations like document issuance or granting privileges conducted by any government or non-government orientation.

² Beneficiaries could consult the Ministry branches to determine authorities responsible for these categories. You can refer to Samples of Formal IDs available on this guidebook.

5. Direct Assistance

Procedures

1. Consult the Ministry branch as per regions where the deported families are located or as per program execution policy¹.
2. The displaced person should present supporting IDs.
3. Field unit should check the branch that registered the displaced people if they were registered or not.
4. Receipt of allocated items as per followed distribution policy².

Required Documents

1. IDs (civil status – certificate of Iraqi Nationality) or either one - (essential docs).
2. Ration card (essential doc).
3. Consultation card containing file number and date of registration, if any.

6. Indirect Assistance

Procedures:

1. Consult the authority determined by the Ministry for receiving aid.
2. Review registration database of the deportees provided to the requested party or depend upon letter of approval by the Branch confirming that the family or the individual is registered to the Ministry in accordance with concerned branch policy.

Required Documents

1. IDs (civil status – certificate of Iraqi Nationality) or either one - (essential docs).
2. Ration card (essential doc).
3. Consultation card containing file number and date of registration, if any.

¹ Specific store – branch headquarter – field distribution as per families residential areas.

² Specific store – branch headquarter – field distribution as per families residential areas.

Internally Displaced Persons

Definition¹

People who were forced or compelled to flee their homes or left their normal residence in Iraq to avoid armed conflicts, general violence, human rights violation, or a natural catastrophe or by man's act, or as a result of the authorities oppression, or due to developmental projects.



General Conditions

- 1- Displaced within time frame (1 January 2006) to (1 January 2008) from his regular residence.
- 2- Having documents that prove his former residence prior to displacement (Residence Card, if any - Ration Card - deed) considered as essential doc.
- 3- Having Iraqi verification IDs.

Registration, Privileges and Services

The new registration of the displaced within time frame (1 January 2006 till 1 January 2008) for families in the 15 Iraqi provinces except for Kurdistan.

Procedures:

- 1- Consult the Ministry branches in various provinces and as per location to which the family was displaced.
- 2- Submit request for registration to the branch of the legal unit as per policy of each branch.
- 3- Submit the required documents for registration to be listed later on.
- 4- Fill out the registration form through consulting the field monitoring unit at the concerned branch; you can refer to Forms and requests samples on this Guidebook.

Required Documents:

- 1- Forcibly displaced people form approved by the local provincial council and the municipal sector to which the provincial council report and Council of the Province – essential doc.
- 2- Former ration card issued by the neighborhood from which they were displaced.
- 3- The new ration card of the recent year of registration if available.
- 4- Civil status ID.
- 5- Residence card (if available)

¹ The Ministry draft law and Legal Dept. instructions.

2. New Registration of the Displaced People within frame time (1 January 2006 till 1 January 2008) for families in Kurdistan.

Procedures:

- 1- Consult Ministry of Human Rights in Kurdistan to be informed of deportation status.
- 2- Consult the co-ordination office at the Ministry for registration.
- 3- Fill out the displaced registration form¹.

Required Documents

- 1- An official letter issued by Kurdistan Ministry of human Rights approving deportation of the individual and his family to Kurdistan along with determining deportation time frame –essential doc.
- 2- Ration card of the displaced person prior to deportation.
- 3- Civil status ID.
- 4- Residence card of the displaced person if available.

3. New Registration for approval only (for students and officials)²

Procedures:

- 1- Consult the legal unit at the Ministry branch as per area to which the displaced person deported.
- 2- Submit a request to get an approval letter addressed to the legal unit at the concerned branch.
- 3- Provide the required legal documents for registration.

Required Documents

- 1- A letter of approval issued by department where the displaced person work; if he is an official, or by the concerned school if he is a student in full name, along with setting breakup time from office or school within time frame(1 January 2006 till 1 January 2008).
- 2- A letter of approval issued by the local provincial council approved by the council of Province and Police information bureau confirming the deportation of the requester and his return to his original residence area along with setting deportation time frame (essential doc).
- 3- Testimony by two witnesses confirming deportation of the requester and his return to his original residence area (essential doc).
- 4- The requester Civil status ID(essential doc).

¹ Refer to Forms and applications on this Guidebook.

² Department of Branches instructions.

- 5- The requester Iraqi nationality certificate if available.
- 6- The requester Residence card or the card of the person with whom he resides.
- 7- Submit written pledge that the submitted documents are valid.

4. Various Financial Grants (who have registered at the Ministry and it's Branches

In depends on the allocation of money in accordance with the plan designed for this purpose by the Ministry. It varies between **100,000** Iraqi Dinars up to 1 million. The Ministry of Finance has its own contribution to provide this service through the branches of Al- Rafidain and Al- Rasheed bank all over Iraq, or sometimes through direct distribution by The Ministry and its branches



Procedures

- 1- Consult the field monitoring unit at the concerned Ministry branch to make sure that the name of the displaced person is on name list of those covered by the financial grant.
- 2- Consult the concerned bank responsible for paying financial grant after it is stated by the field monitoring unit.

Required Documents:

- 1- Consultation card of the displaced person.
- 2- Ration card of the displaced person.
- 3- Civil status ID of the displaced person.

5. Letter of approval issuance

Procedures:

- 1- Consult the legal unit at the Ministry branch in which the displaced person registered.
- 2- Submit a request to get an approval letter addressed to the legal unit at the concerned branch.

Require Documents:

- 1- Consultation card of the displaced person.
- 2- Ration card of the displaced person.
- 3- Civil status ID of the displaced person.

6. Provide Direct Support (AIDS)

Procedures:

- 1- Consult the Ministry Branch as per location of the deported family or according program execution policy¹.
- 2- Submit the deportee ID verification documents (civil status card – Iraqi nationality certificate)
- 3- Checking the field monitoring unit at the branch that registered the deportee if the concerned deportee registered or not.
- 4- Receipt allocated items as per followed distribution policy².

Required Documents:

- 1- ID documents (civil status card – Iraqi nationality certificate) one is enough.
- 2- Ration card (essential doc).
- 3- Consultation card having file number and the date of registration if any.

7. Provide Indirect Support (AIDS)

Procedures:

1. Consult authority stated by the Ministry to receive the support (aids).
2. Review deportees' registration database provided to the authority or depend upon letter of approval issued by the branch approving that the family or the individual is registered to the Ministry as per the concerned branch work policy.

Required Documents:

- 1- (civil status card – Iraqi nationality certificate), must provide one (essential doc)
- 2- Ration card (essential doc).
- 3- Consultation card having file number and the date of registration if any.

¹ Specific store – branch headquarter – field distribution as per residence of those families.

² Specific store – branch headquarter – field distribution as per residence of those families.

8. Provide Indirect Legal Guidance

Some civil society organizations and some international ones provide legal guidance to various Ministry beneficiaries, these services are represented by issuing some verified documents and non-verified documents lost by the beneficiaries; this service is accomplished via tracking issuance procedures of those documents by government authorities concerned. This is to be done subsequent to prior coordination with the Ministry to determine included categories and most likely nature of these services pertains to documents issuance for the Ministry beneficiaries¹.

Procedures

1. Consult the Ministry branches to obtain approval letter addressed to the authority is responsible for providing the legal service.
2. Consult the authority specified by the Ministry for this purpose whether legal guidance centers reporting to some organizations or civil society institutions or Labor unions.

Required Documents:

1. Letter of approval issued the Ministry branch that registered the displaced person.
2. Available IDs.

¹ Beneficiaries could consult the Ministry branches to determine authorities responsible for these categories. You can refer to Samples of Formal IDs available on this guidebook.

Internally Displaced Returnees (within Iraq)

People returned after being forced or compelled to flee their homes or left their normal residence in Iraq to avoid armed conflicts, general violence, human rights violation, or a natural catastrophe or by Man's act, or as a result of the authorities oppression, or due to developmental projects.



Deportation time frame should be from (1 January 2006) up to (1 January 2008)¹.

General Conditions:

1. Should be registered by the Ministry or one of its branches (essential condition).
2. Possess ID verification documents.

Registration ,Services and privileges

1. Registration

Procedures:

1. Consult the legal unit at the branch where the displaced person registered his deportation at in order cancel the registration entry at the branch.
2. Fill out return approval form as per work policy followed by the branch to which the displaced person is registered².
3. Consult Returnees' Registration Centers in Baghdad and the provinces to register the status of return.
4. Consult Returnees' Registration reception.
5. Check Returnee's file and archive that file.
6. Registration of Return event along with archiving a file for the Returnee.

¹ Beneficiaries could consult the Ministry branches to determine authorities responsible for these categories. You can refer to Samples of Formal IDs available on this guidebook.

² Refer to Forms and samples of applications on this guidebook.

Required Documents:

1. A letter of entry cancellation by the Ministry branch to which the displaced person is registered (essential doc).
2. Civil status ID (essential doc).
3. Ration card.
4. Residence card if available.
5. Consultation card for registration the displaced person issued by the Ministry branch if available.

2. One Million Dinars Financial Grant for each returning registered family

Procedures

1. Register at Returnees' Registration Centers.
2. Consult Returnees' Registration Centers to inquire about the bank responsible for paying the grant.
3. Consult the concerned bank to receive the money (grant).

Required Documents:

1. Civil status ID
2. Ration card.



Returnees from Neighboring Countries

They are displaced Returnees from neighboring countries and who were compelled or forcibly fled their homes or left their normal place of residence in Iraq to the neighboring or semi-neighboring countries (Jordan, Syria, Saudi Arabia, Egypt, Lebanon, Kuwait, Turkey, Iran) to avoid an armed conflicts, wide spread violence, violation of human rights, a natural disaster, or an act of Man, or as a result of government oppression, or because of developmental projects. Deportation time frame should be within (1 January 2006 till 1 January 2008) , with a residence period of no less than eight months in the country deportation.

General Conditions¹

1. He should be a head of a family whether male or female.
2. He must have ration card.
3. He must have a residence of no less than eight months in the country deportation.
4. Deportation time frame should be within (1 January 2006) up to (1 January 2008).
5. He should have official documents (passport) that prove deportation and return events certified by relevant authorities.
6. He should have Iraqi verification IDs.

Services, Registration and Privileges

1. Registration

Procedures

1. Consult return centers in Baghdad and the Provinces.
2. Submit a request to the return center for registration.
3. Provide legal documents for registration.

Required Documents

1. A passport having dates of departure and entry into Iraq (essential doc).
2. A letter of approval issued by the local provincial council showing the Returnee current residence(essential doc).
3. Iraqi civil status ID or Iraqi nationality certificate (essential docs).
4. Ration card (essential docs).

¹ Educating brochure for Iraqis willing to return from abroad – Humanitarian Dept. releases.

2. One Million Dinars Financial Grant for Each Returning Registered Family¹

Procedures:

1. Register at the Returnees registration centers.
2. Consult Returnees Registration Centers to inquire about the bank responsible for paying the grant.
3. Consult the concerned bank to receive the money (grant).

Required Documents

1. Iraqi civil status ID or Iraqi nationality certificate (essential docs).
2. Ration card (essential docs).

3. Facilitating Single Return²

The Ministry of Migration in coordination with International organizations encourage Iraqis to voluntarily return to Iraq. Expatriated Iraqis who live abroad start to submit a request to the Iraqi embassies abroad (expressing their desire to return to Iraq). The Ministry will approach some International organization, then these organization will contact these families to ensure their voluntarily return. The organization will finance the return of these families to Iraq specially those who cannot afford (flight tickets / taxis etc...), lately our Ministry had brought back many Iraqis from different countries including (Yemen/ Jordan / Surrey/ Australia/ Malaysia / New Zealand). This program covers all Iraqis willing to return to Iraq currently resides various countries.

Humanitarian Security Program 3

This program offers job opportunities to unemployed Returnees through starting centers inside the Ministry providing employment to the unemployed where every unemployed returning family is eligible to obtain a (1500-2000\$ grant) provided that the family is registered to the Ministry as displaced family and cancelled its entry at the Ministry or returned from abroad and registered at the Ministry. International Migration Organization began in coordination with the Ministry to work on this program since March 1st, 2009; it aims at providing job opportunities to the unemployed Returnees in addition to supporting society through developmental projects and enhance local markets at areas where Returnees reside

¹ Ministers' Council (cabinet) resolution No.262 for 2008.

² Educating brochure for Iraqis willing to return from abroad – Humanitarian Dept. releases.

³ Educating brochure for Iraqis willing to return from abroad – Humanitarian Dept. releases.

Iraqi Competent Professors Returnees

Definition¹

They have post graduate degree (Master's degree/ PhD degree/ High Diploma) holders and specialized doctors who left Iraq due to the policies of the former regime, or who were forced to leave Iraq till 1/1/2008, provided that they reside abroad no less than one year.

General Conditions

1. Should have left Iraq prior to (1 January 2008) for more than one year.
2. They should have post graduate degree (Master, Doctorate, High Diploma) as well as Doctors.

Registration, Privileges and Services

Procedures:

Consult competent professors returnees section at the Humanitarian Dept.

Required Documents:

1. A passport showing date of departure and date of entry (essential doc).
2. Certificate of graduation (essential doc).
3. Certificate evaluation decision issued by the scholarships and cultural relations office at the Ministry of Higher Education (for holders of non-Iraqi post graduate degree) (essential doc).
4. ID verification documents (Iraqi civil status ID or certificate of Iraqi nationality), (essential doc).
5. Ration card (essential doc).
6. Letter of approval issued by the local provincial council approving the Returnee's residence (essential doc).

¹ Item No.1 of Ministers' Council (cabinet) resolution No. 441 for 2008.

Palestinian Refugees

Definition¹

People compelled to leave their homeland (Palestine) since 1948 and legally resided in Iraq and approved as refugees till the expiration of this law.

General Conditions:

1. He/she must have the Palestinian Nationality.
2. His/her family must have been compelled to leave Palestine since 1948.
3. He/she must have legal residency in Iraq.
4. Approved as refugees till this law is expired.

Registration, Privileges and Services

1. Registration:

Procedures:

1. Consult the Humanitarian Dept. at the Ministry/ Non-Iraqi refugees and non-nationality holders section.
2. Submit a request for registration.
3. Provide the required documents.
4. Consult the registrar to approve that the person concerned has been registered to the Palestinian refugees records.
5. Fill out a registration form.

Required Documents:

1. ID verification documents (Palestinian Citizenship).
2. Residency ID issued by the Ministry of Interior/ Residency Directorate.

2. Residence Rent

A program is being executed by UNHCR in coordination with our Ministry to provide a suitable residence for Palestinian refugees in Iraq especially those matching the above mentioned registration conditions.

Procedures:

1. Consult non-Iraqi Refugees and non-nationality holders section at the humanitarian Dept.
2. Submit a request to rent a residence.

Required Documents:

1. ID verification documents.

¹ Ministry of Migration draft law.



Non-Iraqi Refugees

Definition:

Those sought refuge to Iraq from other nationalities as a result of being subject to oppression because of race, religion, nation, or affiliation to a certain social group, or for political opinions, or as a result of being subject to cases of wide spread violence, or to events that seriously violate security and threaten their physical safety and their freedom; their refuge has been approved according to law and international conventions to which Iraq will be a party.

General Conditions

1. They must have been subject to oppression due to (race, religion, nation, belonging to a certain social group, political thought).
2. They must have been subject to cases of violence.
3. refuge has been approved according to law and international conventions to which Iraq will be a party.
4. They must have ID verification documents issued by their mother country.

Registration

Procedures

Consult Non-Iraqi refugees (Arabs and foreigners) section at the Humanitarian Dept.

Required Documents:

1. ID verification documents of the refugee.
2. Residency card or an official refuge document.

Quick Response to Emergencies

In case of a sudden deportation, the ministry will prepare an immediate plan to curb the risks of deportation through a committee called (Emergency panel) which in turn instructs concerned departments in the ministry to take necessary action by preparing temporary shelter, and necessary life support for the displaced families till the risk is over, or through coordination with other relevant authorities whether they are government organizations, international organizations, or civil society organizations. This procedure covers all beneficiaries of the Ministry whether they are displaced families, returning



General Conditions:

1. There should be mass deportation.
2. There must be a real danger or risks encountering a number of families forcing them to leave their regular residence.

Procedure:

1. A specialized work team from the Ministry will head to the site for survey and specifying the needs.
2. Decide upon an appropriate place to establish a residence camp for those families or prepare other sheltering alternatives.
3. Provide the endangered families with food and necessary life support.
4. Continue follow up the camp till risk is over, and work on getting those families back home.

*Relevant Decisions**((Divan Order 101/S))*

In completion of the national conciliation project followed by the government of national unity and aiming to restore the single texture structure of the components of the Iraqi people that the enemies of the new Iraq, Al-Qaeda organizations, expiatory, previous regime manikin and the armed group outlaw tried to tear put its national unity, to promote the security successes achieved by the plan of enforcing of Law, to insure the return of all the Iraqi families that were forcibly displaced from their places of inhabitation and according to the necessities of the public interest, we have decreed the following:

1. To activate what had been reported in paragraph (6) of our Divan Order No. 83/S on 7.2.2007 which stipulates **(Houses have inviolability, and it is not permitted to displace the citizens, and whoever displaces the citizens from their places of inhabitation shall be punished according to the Law of terrorism Content. That who inhabited a house of a displaced shall be treated like those contributed to the process of displacement. He shall regard responsible for the integrity of the estate and its content. He must evacuate and returned it with its content to its owners).**
2. Those that are covered by this Order shall be given a maximum period of one month from 1.8.2008 to process their conditions and follow the issued instructions in the respect.
3. Ministry of Migration and Displaced shall prepare its regional centers to meet the citizens that were displaced from their regions within the above limited duration in order to mark the information that confirm the case of displacement and the submission of probative documents which approve the ownership of the houses from which they had been displaced or the legality of inhabiting them.
4. (Ministry of Migration and Displacement, Ministry of Justice, the Committee of Following and Executing the National Conciliation, Governorate of Baghdad and the Leadership of Baghdad Operations) shall carry on the responsibility of meeting, returning the forcibly displaced families and naming their dedicated representatives at the regional centers referred to in paragraph (3) above, each according to his major.
5. The Leadership of Baghdad Operations shall issue the necessary instructions to facilitate the execution of the provisions of the Order.
6. The Leadership of Operations in the Governorates shall adopt the same automatics to insure the return of the displaced families to the places of their inhabitation, each in its Governorate.

*Decree of
Council of Ministers*

No (262) for 2008

In order to prepare and insure the facilitation of Voluntary return of the Iraqi displaced and expatriates to their original homeland, to alleviate their sufferings, insure their living, social and healthy circumstances according to transparent and instant policies and encouraging executive procedures, being a part of the preliminaries of the elected Iraqi government and its serious wish in attending radical and suitable solutions for the issues and problems of the displaced and forcibly expatriated families, and to establish the unity of the Iraqi people, sovereignty of Law and Order under the enhancement of the security, political and economic circumstances.

The Council of Ministers, on its regular session held on 13.7.2008, has decreed, after viewing the results of the joint meeting headed by His Excellency Mr. Prime Minister, attending by Mr. Minister of Displaced and Migrants reported in the notification No. 1/1/M.W/783 dated on 24.6.2008 the followings:

- First: To continue granting the monthly sum of (150.000) Dinar (One hundred-fifty thousand) Dinar to each remaining expatriated family until 1.1.2008, for three consecutive months, the number of which is estimated to be (120.000) (One-hundred twenty thousand) family, including the families expatriated to the region of Iraq Kurdistan.
- Second: To cover the Returnee families from internal expatriate by the grant of His Excellency Mr. Prime Minister the sum of (1000.000) (One-Million Dinar) to each expatriated family, on the condition that registry of expatriate be cancelled.
- Third: To cover the Returnee families from the neighboring countries by the grant mentioned in the previous paragraph (Second), in accordance to the criteria adopted by Ministry of Migrants and Displaced, and had remained (8-12) months in the mentioned countries, on the condition that the registry of expatriate be cancelled for all the family members.
- Fourth: To cover the Returnee families from the region of Kurdistan by the grant mentioned in the previous paragraph (Second), according to the fixed list along side with the other Governments, the number of which is estimated to be (35.000) (thirty-five thousand family).

- Fifth: Granting a six rental at the average of (300.000 Dinar) (Three-hundred thousand Dinar) per month for the families trespassed the houses of the Returnee families to Baghdad exclusively in return of evacuation those houses, according to criteria to be set by the Ministry of Migrants and Displaced with the authorities of relevance.

Decree
Council of Ministers
No. (441) for 2004

The Council of Ministers, on its forty-ninth regular session held on 14.12.2008, have decreed in the respect of the suggestions of facilitating the return of the displaced qualified, experts, Scientifics staffs of professors, physicians and engineers, the followings:

1. The categories covered by the suggested privileges are the bearers of Higher Certificates (Master and Doctorate), bears of Higher Diplomas, specialist physicians and engineers who bear Higher Certificates of those who migrated abroad due to acts of the previous regime, or were forced to depart Iraq until 1.1.2008, on the condition that their residence abroad is not less than one year.
2. Ministry of Higher Education and Scientific Researches shall set instructional to resume service. The qualified Returnee is to be granted the scientific degree he had gained abroad, after attesting his scientific promotion, as his researches reviewed by the scientific committee does not attest those, then, the scientific degree he deserve should be credited, in accordance with the Law of Ministry of Higher Education and Scientific Research and the valid instructions of scientific promotion.
3. The Office of the returnee at the other Ministries and at the Offices which do not correlate to a Ministry are to re-appoint the Returnee in his service according to the official degree he deserve in the case that there is no legal prohibition prevents his re-appointment, There should be certain discrimination among the cases of resignation, pensioning off and the cases of discharging, deposition and the others. Specialist committees at the Ministry or at the other authorities which are not correlated to a ministry are to examine and recommend the degree, to present this to the Minister or to the head of the authority for attestation.
4. Iraqi Embassy at the country at which the mentioned who wishes to return is, should issue a travel document for him and his family in the case they had lost their passports and facilitate the process of issuing new passport for them.
5. Simplify the procedures of registration of marriage, death or born of the Returnee and those who are sustained by him, after providing him with a notification from his office to the concerned courts and the civil record or any other offices.
6. Boarder passageways are to facilitate the procedures of their furniture transportation and entering them into Iraq.
7. The covered Returnees shall be exempted from custom and any other taxes on furniture and personal belongings for what does not exceeds (10) million Dinar, in addition to a personal car on the condition that its manufacturing years is within the limitations of the Decree of the Council of Ministers no (17) for 2005.
8. Simplification of providing the Returnees with modern cars, by easy installments, thrift interest from the State Enterprise for Automobiles, for the those who are not covered by the aforementioned paragraph.

9. Ministry of Higher Education and Scientific Research, Ministry of Health and the other Ministries are to facilitate the requirements of the transition of the post-graduate students at the universities abroad to correspondent studies in Iraq according to the adopted scientific standards, and facilitating the officials of them to resume service, granting them studious leaves or partial unengaged according to the valid instructions of higher studies.
10. Security authorities shall evacuate the Returnee houses (trespassed houses) and insure their inhabitation in them.
11. A new formation at the level of (Department) shall be originated in an office of the Ministry of Displaces and Migrants to carry on and follow up the execution of what has been enlisted.

*Law of
Ministry of Migration and Displaced*

Chapter 1

Foundation and Goals

Article-1- A Ministry called (Ministry of Migration and Displaced), of a moral personally, represented by Minister of Migration and Displaced, or who is authorized by him shall be found,

Article-2- The Ministry aims at the patronage those covered by the provisions of this Law of the following categories, assisting and presenting them by the required services within the various required fields, and exerting efforts to insure solutions to treat their conditions according to Law.

First- Iraqi emigrants who were forced to, or compelled to run away from their houses, or left their usual places of residence within Iraq in order to avoid the impacts of armed dispute, cases of public violence, the violation of humanitarian rights, a natural catastrophe, or because of the tyranny of the authority, or due to developmental projects.

Second- The Iraqis who are were evacuated from their houses or from their usual residence places into other places within Iraq due to governmental policies, decisions, or practices.

Third- The Iraqis who are returning to homeland from abroad or from internal evacuation to live in their previous houses, in their places of birth, their usual residence places in Iraq, or in any place they have chosen for inhabitation in Iraq after they had undergone coercive migration.

Forth- The displaced that's their Iraqi nationality had been denaturalized according to the cancelled decision (666) of 1980, or those who were compelled to escape out of Iraq due to the persecution of the previous regime and did not gain asylum aboard.

Fifth- The refugees and refuge requesters that live abroad due to coercive migration gaining permanent residence there, or acquired a foreign nationality of a state.

Sixth- the Palestinian refugee, who were forced to abandon their homeland since 1948. Inhabited Iraq legally, whose refuge has been accepted until the validity of this law.

Seventh- The other nationalities refuge to Iraq due to being exposed to persecution because of race, religions, nationality, or belonging to a certain social category, or for political beliefs, or because of being exposed to public violence, or serious riots that breaches the public security, threatens their lives, their bodies' safety, or their freedom whose refuges had been accepted according to Law and International Conventions in which Iraq in a party in.

Article – 3- The Ministry, within the frame of support, facilitate, coordination and services providing in the exceptional circumstances regarding the categories stipulated in Article (2) of this Law, undertakes the following:

First- Treat their affairs as groups, except the particular cases which are to be delimited according to clear and definite criteria and can be treated as individual cases.

Second- Exerting efforts to enhance their circumstances on order to attain the minimum level as a base that has to be defined according to clear and definite criteria within the light of the instructive principles of the UN, International Laws, Charts and customs, taking the national interest and the internal regards into consideration.

Third- Priority should be given according to poverty and humanitarian needs in addition to other criteria.

Fourth- Adopting the concept of relative distribution when applying criteria and priorities.

Fifth- Presenting solutions or providing services should be done by coordination and cooperation with the concerned bodies inside and outside Iraq.

Chapter 2

The Minister

Article- 4- First- The Minister: Is the superior principal of the Ministry who is responsible to execute its policy, duties, supervision and monitor its "action", activities and its well-doing. He has the rights to issue internal instructions and regulations, decisions and orders in whatever concerns the affairs of the Ministry

Second- The Minister may authorize a part of his duties to the two under secretaries or to any Director General of the Ministry.

Article- 5- First- The ministry has two secretaries who assist the Minister carrying out the duties assigned to them by the Minister.

Second- The Ministry has a consultant who provides consultation regarding the issues assigned to him.

Article- 6- First- The Minister may call the General Inspector to attend the meetings held by the ministry when it is necessary to.

Second- The Minister may make use of experts and specialist from outside the ministry to hearken to their opinions when necessary.

Article- 7- A committee shall be constitute in the ministry under the name of (The National Committee for Migration and Displaced Affairs), headed by the Minister, and the membership of a number of the experts and specialists from within the Ministry, the occupation of each is not less than Director General to carry out coordination between the Ministry and the other Ministries, to discuss with them whatever relates to national policies and issues concerning the categories stipulated in the Law. The Number of members of this committee, its duties meeting schedule and its working procedure may be defined by instruction issued by the Minister.

Article- 8- An Emergency Operations Chamber shall be formed. Headed by the Minister or by who is authorized by him in addition to a number of the concerned in the Offices subjoined to the Ministry to treat the emergent cases to which the categories stipulated in Article (2) of this Law may be exposed, through coordination with the other Ministries, the specialist authorities, of Civil Society Organizations and International Organizations of relevance, to prepare the sufficient resources and to take the necessary procedure to treat those cases.

Chapter 3

Organizational Hierarchy

Article- 9- The Ministry is constituted of the following bodies:

First- The General Inspector Office.

Second- Office of Migration and Displaces Affairs.

Third- Office of Branches Affairs.

Fourth- The Administrative and Financial Office.

Fifth- The Legal Office.

Sixth- Planning and Projects Office.

Seventh- Information and Researches Office.

Eighth- Department of Scrutiny and Internal Monitoring.

Ninth- The Minister Office.

Tenth- Information Office.

Article- 10- first of the offices of the Ministry stipulated in Article (9) of this Law

Is to be directed by an official whose title is Director General. He should bear a Bachelor Degree at least, expertise and specialist in the duties of the Office and have not less than (15) fifteen years service.

Second- The bodies stipulated in paragraph (Eighth), (Tenth) of Article (9) of this Law are to be directed by an official whose title is Director, He Should bear a Bachelor Degree, expertise and specialist in his discipline and have not less than (8) eight years service.

Chapter 4

General and Final Provisions

Article- 11- First- the duties and formations of the Offices stipulated in Article (9) of this Law are to be defined according to a bylaw issued by the Minister.

Second- The Minister may originate, cancel, merge, or modify the correlation of the departments and sections in the Ministry.

Article- 12- The Minister, through coordination with the Ministry of Foreign Affairs, may open brunches at the Iraqi legation in the states that have Iraqi community aiming to patronage the displaced and the migrants' affairs in those states.

Article- 13- The order of the temporary authority of Coalition (dissolved) no. (50) of 2004, Ministry of Displaced and Immigrants is to be cancelled.

Article- 14- The Minister may issue the necessary regulations and instructions to facilitate the execution of this Law.

Article- 15- This Law shall come into force from the date of its publishing in the Official Journal.

Official Required Documents

It is necessary to give an image of the various official ID Documents that confirm an event has occurred. This chapter is very useful for the person in charge of matching available samples with the submitted required documents. Moreover, this makes it easy for beneficiaries to recognize documents which are considered important to facilitate the process of providing services to the concerned beneficiaries.

The Required Documents mention below should necessarily be done by the departments concerned.

- ✚ Ration card.
- ✚ Iraqi nationality certificate.
- ✚ Contract marriage.
- ✚ Birth certificate.
- ✚ Residence card.
- ✚ Non-Iraqi passport.
- ✚ Non-Iraqi marriage contract.
- ✚ Driving license.
- ✚ Residency card.

Samples of Forms and applications used in the Ministry and its Branches.

Registration Form for Displaced

Republic of Iraq
MINISTRY OF MIGRATION
AND DISPLACED
(رقم الاضهاراة)



جمهورية العراق
وزارة الهجرة والمهجرين
دائرة المعلومات/ قسم الاحصاء

أستمارة تسجيل النازحين

رقم موابل رب الاسرة [] رقم وكيل الخافية []

العنوان الحالي:	
1- المحافظة []	2- القضاء []
3- الناحية []	4- البيئة []
5- أسم المطعة او الحي []	6- رقم المطعة او الحي []
7- رقم الزقاق []	8- رقم الدار []
العنوان السابق:	
9- المحافظة []	10- القضاء []
11- الناحية []	12- البيئة []
13- أسم المطعة او الحي []	14- رقم المطعة او الحي []
15- رقم الزقاق []	16- رقم الدار []
أسم رب الاسرة الرباعي واللقب:	
17- الجنس: 1 [] ذكر 2 [] أنثى	18- تاريخ الولادة: []
19- محل الولادة: []	20- القومية: []
21- الديانة: []	22- تاريخ الزواج: []
23- الوثائق الرسمية لرب الاسرة []	رقم البطاقة التموينية: []
رقم ورقم مركز التموين: []	رقم هوية الاحوال المدنية: []
24- عدد افراد الأسرة الكلي: ()	25- سبب نزوح الاسرة: 1 [] تهديد طائفي 2 [] تهديد عرقي 3 [] تهديد ديني
4 [] أعمال عسكرية 5 [] أخرى تذكر	26- هل لديك شهداء بسبب الأرهاق: نعم [] لا []
عدد الشهداء ()	

التاريخ:

اسم وتوقيع منظم الأستمارة:

النازح

هو الشخص الذي أكره أو اضطر للهرب من منزله أو ترك مكان إقامته المعتاد داخل بلد جنسيته ، دون أن يعبر حدوداً دولية معترف بها لذلك البلد ، نتيجة أو سعياً لتجنب أثار نزاع مسلح ، أو حالات عنف عام ، أو انتهاكات حقوق الإنسان مثل (تهديد طائفي أو عرقي أو ديني) ، أو كارثة طبيعية أو من صنع الإنسان ، أو بسبب مشاريع تطويرية.

تعليمات ملئ الاستمارة

- يترك حقل تسلسل الأستمارة الى التدقيق في الوزارة.
- توضع علامة (X) في المربع المناسب .
- تترك الحقول المضللة لأغراض الحاسبة.
- الاجابة على كل أسئلة الأستمارة بدون أستثناء.
- رقم الاضبارة يتكون من 7 مراتب (اول رقمين من جهة اليسار تمثل رمز المحافظة وبقية المراتب تمثل التسلسل)

ملاحظة:

تهمل الاستمارة إذا لم يرفق معها تاييد مجلس المحافظة.

Samples of Forms and applications used in the Ministry and its Branches.

Registration Form for Returnees

Republic of Iraq
Ministry Of Migration and Displaced
Information Office - Statistics Department



جمهورية العراق
وزارة الهجرة والمهجرين
دائرة المعلومات - قسم الإحصاء

استمارة تسجيل العائدين من النزوح أو الهجرة

رقم الاضيارة		تاريخ تقديم الاستمارة	
1. الاسم الرباعي واللقب		2. محل الولادة: تاريخ الولادة (سنة):	
3. الجنس: <input type="checkbox"/> ذكر <input type="checkbox"/> انثى		4. الحالة الاجتماعية: <input type="checkbox"/> متزوج <input type="checkbox"/> أعزب <input type="checkbox"/> مطلق <input type="checkbox"/> أرمل <input type="checkbox"/> يتيم	
5. الملقب: <input type="checkbox"/> مستر <input type="checkbox"/> سيدة <input type="checkbox"/> سيدي <input type="checkbox"/> خاتون		6. التسمية: <input type="checkbox"/> عربي <input type="checkbox"/> كردي <input type="checkbox"/> تركمني <input type="checkbox"/> آشوري <input type="checkbox"/> أرمني <input type="checkbox"/> شركي <input type="checkbox"/> كنجاني <input type="checkbox"/> آخري ...	
7. التخصص الدراسي: <input type="checkbox"/> ليسانس <input type="checkbox"/> ماجستير <input type="checkbox"/> دكتوراه <input type="checkbox"/> بكالوريوس <input type="checkbox"/> ماستر <input type="checkbox"/> دبلوم <input type="checkbox"/> شهادة <input type="checkbox"/> كورس <input type="checkbox"/> شهادة <input type="checkbox"/> أخرى		8. هل كنت صادقاً من: <input type="checkbox"/> انزوح قاطن والمهاجر <input type="checkbox"/> انزوح قاطن والمهاجر <input type="checkbox"/> انزوح قاطن والمهاجر <input type="checkbox"/> انزوح قاطن والمهاجر	
9. العنوان الحالي: المحافظة: <input type="checkbox"/> بغداد <input type="checkbox"/> كربلاء <input type="checkbox"/> كركوك <input type="checkbox"/> الموصل <input type="checkbox"/> السليمانية <input type="checkbox"/> النجف <input type="checkbox"/> القادسية <input type="checkbox"/> ذي قار <input type="checkbox"/> بابل <input type="checkbox"/> كربلاء <input type="checkbox"/> كركوك <input type="checkbox"/> الموصل <input type="checkbox"/> السليمانية <input type="checkbox"/> النجف <input type="checkbox"/> القادسية <input type="checkbox"/> ذي قار <input type="checkbox"/> بابل		10. عنوان النزوح: المحافظة: <input type="checkbox"/> بغداد <input type="checkbox"/> كربلاء <input type="checkbox"/> كركوك <input type="checkbox"/> الموصل <input type="checkbox"/> السليمانية <input type="checkbox"/> النجف <input type="checkbox"/> القادسية <input type="checkbox"/> ذي قار <input type="checkbox"/> بابل	
11. أم أم ولد الذي كنت فيه		12. هل عمت التي سبقت الأصلية؟ <input type="checkbox"/> نعم <input type="checkbox"/> لا	
13. العنوان الأصلي: المحافظة: <input type="checkbox"/> بغداد <input type="checkbox"/> كربلاء <input type="checkbox"/> كركوك <input type="checkbox"/> الموصل <input type="checkbox"/> السليمانية <input type="checkbox"/> النجف <input type="checkbox"/> القادسية <input type="checkbox"/> ذي قار <input type="checkbox"/> بابل		14. المحافظة تعويضية: رقم المحافظة التعويضية	
15. عدد أفراد العائلة: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/> 13 <input type="checkbox"/> 14 <input type="checkbox"/> 15 <input type="checkbox"/> 16 <input type="checkbox"/> 17 <input type="checkbox"/> 18 <input type="checkbox"/> 19 <input type="checkbox"/> 20 <input type="checkbox"/> 21 <input type="checkbox"/> 22 <input type="checkbox"/> 23 <input type="checkbox"/> 24 <input type="checkbox"/> 25 <input type="checkbox"/> 26 <input type="checkbox"/> 27 <input type="checkbox"/> 28 <input type="checkbox"/> 29 <input type="checkbox"/> 30 <input type="checkbox"/> 31 <input type="checkbox"/> 32 <input type="checkbox"/> 33 <input type="checkbox"/> 34 <input type="checkbox"/> 35 <input type="checkbox"/> 36 <input type="checkbox"/> 37 <input type="checkbox"/> 38 <input type="checkbox"/> 39 <input type="checkbox"/> 40 <input type="checkbox"/> 41 <input type="checkbox"/> 42 <input type="checkbox"/> 43 <input type="checkbox"/> 44 <input type="checkbox"/> 45 <input type="checkbox"/> 46 <input type="checkbox"/> 47 <input type="checkbox"/> 48 <input type="checkbox"/> 49 <input type="checkbox"/> 50 <input type="checkbox"/> 51 <input type="checkbox"/> 52 <input type="checkbox"/> 53 <input type="checkbox"/> 54 <input type="checkbox"/> 55 <input type="checkbox"/> 56 <input type="checkbox"/> 57 <input type="checkbox"/> 58 <input type="checkbox"/> 59 <input type="checkbox"/> 60 <input type="checkbox"/> 61 <input type="checkbox"/> 62 <input type="checkbox"/> 63 <input type="checkbox"/> 64 <input type="checkbox"/> 65 <input type="checkbox"/> 66 <input type="checkbox"/> 67 <input type="checkbox"/> 68 <input type="checkbox"/> 69 <input type="checkbox"/> 70 <input type="checkbox"/> 71 <input type="checkbox"/> 72 <input type="checkbox"/> 73 <input type="checkbox"/> 74 <input type="checkbox"/> 75 <input type="checkbox"/> 76 <input type="checkbox"/> 77 <input type="checkbox"/> 78 <input type="checkbox"/> 79 <input type="checkbox"/> 80 <input type="checkbox"/> 81 <input type="checkbox"/> 82 <input type="checkbox"/> 83 <input type="checkbox"/> 84 <input type="checkbox"/> 85 <input type="checkbox"/> 86 <input type="checkbox"/> 87 <input type="checkbox"/> 88 <input type="checkbox"/> 89 <input type="checkbox"/> 90 <input type="checkbox"/> 91 <input type="checkbox"/> 92 <input type="checkbox"/> 93 <input type="checkbox"/> 94 <input type="checkbox"/> 95 <input type="checkbox"/> 96 <input type="checkbox"/> 97 <input type="checkbox"/> 98 <input type="checkbox"/> 99 <input type="checkbox"/> 100		رقم مركز التوثيق: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/> 13 <input type="checkbox"/> 14 <input type="checkbox"/> 15 <input type="checkbox"/> 16 <input type="checkbox"/> 17 <input type="checkbox"/> 18 <input type="checkbox"/> 19 <input type="checkbox"/> 20 <input type="checkbox"/> 21 <input type="checkbox"/> 22 <input type="checkbox"/> 23 <input type="checkbox"/> 24 <input type="checkbox"/> 25 <input type="checkbox"/> 26 <input type="checkbox"/> 27 <input type="checkbox"/> 28 <input type="checkbox"/> 29 <input type="checkbox"/> 30 <input type="checkbox"/> 31 <input type="checkbox"/> 32 <input type="checkbox"/> 33 <input type="checkbox"/> 34 <input type="checkbox"/> 35 <input type="checkbox"/> 36 <input type="checkbox"/> 37 <input type="checkbox"/> 38 <input type="checkbox"/> 39 <input type="checkbox"/> 40 <input type="checkbox"/> 41 <input type="checkbox"/> 42 <input type="checkbox"/> 43 <input type="checkbox"/> 44 <input type="checkbox"/> 45 <input type="checkbox"/> 46 <input type="checkbox"/> 47 <input type="checkbox"/> 48 <input type="checkbox"/> 49 <input type="checkbox"/> 50 <input type="checkbox"/> 51 <input type="checkbox"/> 52 <input type="checkbox"/> 53 <input type="checkbox"/> 54 <input type="checkbox"/> 55 <input type="checkbox"/> 56 <input type="checkbox"/> 57 <input type="checkbox"/> 58 <input type="checkbox"/> 59 <input type="checkbox"/> 60 <input type="checkbox"/> 61 <input type="checkbox"/> 62 <input type="checkbox"/> 63 <input type="checkbox"/> 64 <input type="checkbox"/> 65 <input type="checkbox"/> 66 <input type="checkbox"/> 67 <input type="checkbox"/> 68 <input type="checkbox"/> 69 <input type="checkbox"/> 70 <input type="checkbox"/> 71 <input type="checkbox"/> 72 <input type="checkbox"/> 73 <input type="checkbox"/> 74 <input type="checkbox"/> 75 <input type="checkbox"/> 76 <input type="checkbox"/> 77 <input type="checkbox"/> 78 <input type="checkbox"/> 79 <input type="checkbox"/> 80 <input type="checkbox"/> 81 <input type="checkbox"/> 82 <input type="checkbox"/> 83 <input type="checkbox"/> 84 <input type="checkbox"/> 85 <input type="checkbox"/> 86 <input type="checkbox"/> 87 <input type="checkbox"/> 88 <input type="checkbox"/> 89 <input type="checkbox"/> 90 <input type="checkbox"/> 91 <input type="checkbox"/> 92 <input type="checkbox"/> 93 <input type="checkbox"/> 94 <input type="checkbox"/> 95 <input type="checkbox"/> 96 <input type="checkbox"/> 97 <input type="checkbox"/> 98 <input type="checkbox"/> 99 <input type="checkbox"/> 100	

16. رقم الوثيقة:

17. نوع الوثيقة: جواز سفر كارت ابيض كارت خضراء اخرى شكرا:

18. هل تملك دار او اي مكان اخر قبل الهجرة او الزواج؟ نعم لا (ما عن الجواب هذا نغزل اليك السؤال 21)

19. حقة المالك: مسافر مقيم مقيم من قبل الاخرين لا توجد اضرار

20. تاريخ الهجرة:

21. تاريخ الزواج:

22. اسباب الزواج او الهجرة: عمل عسكري عمل عسكري تفويت عرض تفويت عرض مضايق سياسية اخرى:

23. تاريخ العودة من الهجرة:

24. تاريخ العودة من الزواج:

25. ما هو سبب العودة: تصد الوضع الامني تصد الوضع السياسي تصد الوضع الاقتصادي حصولات من بلاد المضيفين المطالبة بالملكية اخرى:

26. ما العمل الذي تمارسه قبل الزواج او الهجرة: مهنة حرة مهنة حرة وظيفة رسمية عامل متقاعد طالب ربة بيت

27. العمل الحالي: مهنة حرة مهنة حرة وظيفة رسمية عامل متقاعد طالب ربة بيت

28. رقم الهاتف او اي وسيلة اتصال: 0 7

2. افراد العائلة:

ت	الاسم	العلاقة برب العائلة (1)	الجنس (2)	محل الولادة	التواريخ	التعليم (3)	العمل قبل الهجرة او الزواج (4)	العمل بعد العودة (5)
1								
2								
3								
4								
5								
6								
7								
8								

تمهيد (د)

1	مهنة حرة	5	طالب
2	وظيفة رسمية	6	طفل
3	عامل	7	ربة بيت
4	متقاعد		

الجنس (ب)

1	ذكر	2	انثى
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التعليم (ج)

1	اسي	7	دبلوم
2	بقرأ ويكتب	8	بكالوريوس
3	ابتدائية	9	دبلوم عالي
4	متوسطة	10	ماجستير
5	عليا	11	دكتوراه
6	ملازم مهنية	12	نون ايس

العلاقة برب العائلة (1)

1	رب الأسرة	7	اقرب اقرب
2	زوج / زوجة	8	غير الاقارب
3	ابن	9	حفيد
4	بيت	10	اخ
5	اب	11	نعت
6	ام		

مخطط الاستمارة:

الاسم:
التوقيع:

اسم رب العائلة الرابع:

التوقيع:
التاريخ:

Important Addresses and Locations A/ Inside Iraq The Province of Baghdad

No.	Offices	Phone No. and E mail	Address
1.	Baghdad Governor	Mobile: 07802199523 LAND LINE: 5384660 Email: governor@baghdadgov.com	Baghdad /Al-Salihiya
2.	Baghdad Province council	Mobile: 07906433682 LAND LINE: 5381273 Email: Kamal_zaidy@yahoo.com Riyadh_aladhadh@yahoo.com presidency@baghdadcouncil.com	Baghdad/ Al-Salihiya
3.	Migration and Migrants Directorate General Baghdad Branch Al-Rusafa	Mobile: 07903911229 Email: aliaalnaja@yahoo.com	Baghdad/Palestine Street/ Near Al-Mustansiriah University
4.	Migration and Migrants Directorate General / Baghdad Branch/ Al-Karkh	Mobile: 0790520034; 07701798498	Baghdad / Al-Harithia
5.	Civil Status Directorate General Baghdad/ Al-Rusafa	Mobile: 07904414571	Baghdad/ Camp sarah Crossroad
6.	Civil Status Directorate General Baghdad/ Al-Karkh	Mobile: 07901554386 LAND LINE: 5418664	Baghdad/ Al-Ma'amoon/ Near Baghdad Tower
7.	Residency Directorate General	LAND LINE: 7199727	Al-Karrada
8.	Iraqi Police/ Baghdad branch	LAND LINE: 537695	Baghdad/ Al-Utaifia/

Babylon Province

No	Offices	Phone No. and E mail
1.	Babylon Governor Mobile: LNAD LINE : Email:	07801361596; 07707105305 230270 governorbabylon@yahoo.com
2.	Babylon Province Council Mobile: LNAD LINE : Email :	07801423445; 0770101978 230183 Babyloncouncil2008@yahoo.com
3.	Migration and Displaced Branch LNAD LINE : Email:	230001 ans67800@yahoo.com
4.	Citizenship and Residency Directorate General Mobile :	07801401485
5.	Citizenship and Residency Directorate General LNAD LINE :	250081

Karbala Province

No	Offices	Phone No. and E mail
1.	Karbala Governor	Mobile: 07801076564 LNAD LINE : 032321000 Email: Kerbala2009@yahoo.com
2.	Karbala Province Council	Mobile: 07808022220 LNAD LINE : 329752 Email: info@Kerbala-council.com
3.	Migration and Displaced Branch	Mobile : 07709409133 Email: abbasalnajil@yahoo.com
4.	Citizenship and Residency Directorate General	LNAD LINE : 032325009
5.	Police Directorate General	LNAD LINE : 327111

Najaf Province

No	Offices	Phone No. and E mail
1.	Najaf Governor	Mobile : 07901102608 Email: Iraqihur2002@yahoo.com
2.	Najaf Province Council	Mobile: 07809497777; 07902352379 Email: councilofnajaf@yahoo.com
3.	Migration and Displaced Branch	Mobile : 07803352927 Email: alnajafoffice@yahoo.com
4.	Citizenship Directorate General	Mobile: 07808127896
5.	Directorate General For Police	LAND LINE: 215181
6.	Directorate General For Residency	Mobile: 07801371440

Wassit Province

No	Offices	Phone No. and E mail
1.	Wassit Governor Mobile: LAND LINE : Email:	0781304658; 07801098505 322933 w.p2007@yahoo.com Lateiforfa@yahho.com
2.	Wassit Province Council Mobile: LAND LINE : Email:	07809325703 3221901 wpc@wasitpc.gov.iq wpc@wasitpc.gov.iq
3.	Migration and Displaced Branch Mobile : LAND LINE :	alkut@yahoo.com 023321131
4.	Citizenship and Residency Directorate General LAND LINE :	023321996
5.	Police Directorate General LAND LINE :	322886

Diwaniya Province

No	Offices	Phone No. and E mail
1.	Diwaniya Governor	LAND LINE : 645555
2.	Diwaniya Province Council	Mobile: 078012213322 LAND LINE : 036641170 Email: aldivania@yahoo.com
3.	Migration and Displaced branch	Mobile: 07806835050
4.	Citizenship and Residency Directorate General	Mobile: 07801000591
5.	Police Directorate General	LAND LINE : 643195


Muthana Province

No	Offices	Phone No. and E mail
1.	Governor	Mobile: 07901102608 LAND LINE: 037764460
2.	Muthana Province Council	LAND LINE: 760098; 760099 Email: Latif.mjif@yahoo.com
3.	Migration and Displaced Branch	Mobile: 07811105880
4.	Citizenship Directorate General	Mobile: 07801160714 LAND LINE: 750029
5.	Police Directorate General	LAND LINE: 760060
6.	Residency Directorate General	LAND LINE: 750028

Maissan Province

No	Offices	Phone No. and E mail
1.	Maissan Governor Mobile: LAND LINE : Email:	07801431003; 07705526644 043319700 Governoroffice@yahoo.com
2.	Maissan Province Council Mobile: LAND LINE :	07801199583; 07705599509 319411
3.	Migration and Displaced Branch Mobile:	07806835050
4.	Citizenship and Residency Directorate General Mobile:	07801000591
5.	Police Directorate General LAND LINE :	643195

Thi-Qar Province

No	Offices	Phone No. and E mail
1.	Thi-Qar Governor 	Mobile: 07801099173; 07906569178 Email: talebalhassan@yahoo.com hfr68@yahoo.com
2.	Maissan Province Council	Mobile: 07801032279; 07807634518 Email: Engineer_jaaiar@yahoo.com
3.	Migration and Displaced Branch	Mobile: 07805518357 Email: Nas_modm@yahoo.com
4.	Citizenship and Residency Directorate General	Mobile: 07804241531 LAND LINE: 237783; 244102
5.	Police Directorate General	LAND LINE : 230721; 233794

Basra Province

No	Offices	Phone No. and E mail
1.	Basra Governor Mobile: LAND LINE : Email:	07801194550 612223 Basrahgover@yahoo.com
2.	Basra province Council Mobile: LAND LINE:	07801199583 641610
3.	Migration and Displaced Branch Mobile: EMAIL:	07902699281 Modm-Basra@yahoo.com
4.	Citizenship and Residency Directorate General LAND LINE:	640641
5.	Police Directorate General Mobile: LAND LINE:	07902699281 643195

Al-Anbar Province

No	Offices		Phone No. and E mail
1.	Anbar Governor	Mobile:	079064085
2.	Anbar Province Council	LAND LINE : Email:	990217 Alanbarcouncil@yahoo.com
3.	Migration and Displaced Branch	Mobile: Email:	07901854612 Hamudi-m200@yahoo.com
4.	Citizenship Directorate General	Mobile:	07901569652
5.	Police Directorate General	LAND LINE	423591
6.	Residency Directorate General	LAND LINE	423591

Diala Province

No	Offices		Phone No. and E mail
1.	Diala Governor	Mobile: LAND LINE	07906578799; 07707643119 535158
2.	Diala Province Council	Mobile:	07901735768
3.	Migration and Displaced Branch	LAND LINE	5422585
4.	Citizenship and Residency Directorate General	Mobile: LAND LINE	07901153088 543558
5.	Police Directorate General	Mobile: LAND LINE	07902699281 529008

Salah-Al-din Province

No	Offices	Phone No. and E mail
1.	Salah-al-din Governor Mobile: Email:	07700229618; 07709517085 gsalahadeen@yahoo.com
2.	Salah-al-din Province Council Mobile: Email:	07703671400; 07702747956 salahaldeen@yahoo.com
3.	Migration and Displaced Branch Mobile: Email:	07707588869 mhmeadaateea@yahoo.com
4.	Citizenship and Residency Directorate General Mobile: LAND LINE	07704505334 8212789
5.	Police Directorate General LAND LINE	823100

Kirkuk Province

No	Offices	Phone No. and E mail
1.	Kirkuk Governor Mobile: LAND LINE:	07906578799 050430488; 050419211
2.	Kirkuk Province Council Mobile: LAND LINE: Email:	07701524036 050430488 Kirkuk-pc@yahoo.com
3.	Migration and Displaced Branch Email:	Kirkidps@yahoo.com
4.	Citizenship and Residency Directorate General Mobile: LAND LINE:	07701235705 217878; 217888
5.	Police Directorate General LAND LINE	212201

Ninawa Province

No	Offices	Phone No. and E mail
1.	Ninawa Office	Mobile: 07704825510 LAND LINE: 780807; 780318 Email: nujaifi@yahoo.com governormosul@yahoo.com
2.	Ninawa Province Council	Mobile: 07705996666 LAND LINE: 780380
3.	Migration and Displaced Branch	Mobile: 07707422255 Email: mhmeadaateea@yahoo.com
4.	Citizenship and Residency Directorate General	Mobile: 07700607804 LAND LINE: 780457
5.	Police Directorate General	Mobile: 077081716330
6.	Police Directorate General	Mobile: 07801371440

B/ Outside Baghdad

Name of the country	Istanbul
Salah abd-ul- Salam	Ambassador
Address	Istanbul/ yenikoy koybasi. No3 sarayer Istanbul
Phone No.	0212-2997442 / 0212-2990120
e- mail	istcon@iraqmfamail.com
Name of the country	Australia
Ghanim Taha Al- Shible	Ambassador
Address	Canberra/ 48Culgoa,cct,Omalley.Act2606Australia
Phone No.	0061262867946 – 0061262861027-0061262869952
Fax.	0061262868744
e- mail	cnbemb@iraqmfamail.com
Name of the country	Switzerland
Ahlam abd-ul-Razzaq Al- Gailane	Chancellor
Address	Ch.du petit saccomex,28A,1209 Geneva, Switzerland
Phone No.	9180980-004122
Fax.	
e- mail	invrep@iraqmfamail.com
Name of the country	United Arab Emirates / Abu Dhabi
Mustafa Kamel Abood	Head of Mission
Address	Al-Khalidia/ Villa1/5 P.O.Box 6389 Abu Dhabi
Phone No.	6664711, 6672509,6655152,6663668,009712
Fax.	0097126655214
e- mail	abdemb@iraqmfamail.com
Name of the country	United Arab Emirates / Dubai
Mr. Essmat Ka'ed	Head of Mission
Address	P.O. Box 85855 Dubai
Phone No.	2106778797/ 2106722330- 0030210
Fax.	2106717185
e- mail	atnemb@iraqmfamail.com

Name of the country		Greece
Hatem Abd-Al-Hassan Al- Khawam		Diplomatic
Address	Athens, 4 Mazaraki St. P. Psichiko- P.O. Box 15452	
Phone No.	2106778797/ 2106722330- 0030210	
Fax.	2106717185	
e- mail	atnemb@iraqmfamail.com	
Name of the country		Italy
Mazin Abd-ul-Wahab Diab		Chancellor
Address	Via della Camilluccia 355/00135 Roma- Italy	
Phone No.	3014508- --396	
Fax.		
e- mail	romemb@iraqmfamail.com	
Name of the country		Islamic Republic of Iran
Ali Habib Sareeh		First Secretary
Address	Tehran / Near the Iranian Ministry of Trade/	
Phone No.	00982188938866 – 00982188938865	
Fax.	00989329504967	
e- mail	ahwcon@iraqmfamail.com	
Name of the country		Tunis
Ghazi Taher Khalid		Ambassador
Address	Tunis / Zanqat al- Fajr/ No9/ Almeetwal vile 1002	
Phone No.	71287271 / 71842166– 00216	
Fax.	71845055	
e- mail	tunemb@iraqmfamail.com	
Name of the country		Algeria
Awsaf Ahmed Mohammed		Ambassador
Address	4 Arzaqi Abri St. P.O.Box249 Algeria	
Phone No.	2163125 / 21691272 – 0021	
Fax.	021691097	
e- mail	algemb@iraqmfamail.com	

Name of the country	Arab Republic of Syria / Aleppo
Hazim Mohammad Baqir Al- suhail	Diplomatic
Address	Alepo
Phone No.	00963212251901 – 00963212251908
Fax.	
e- mail	halcon@iraqmfamail.com
Name of country	Arab Republic of Syria / Damascus
Ala'a Hussein Al- Jawadi	Head of Mission
Address	Damascus/ Abu-Rumana/Al- Mahdi bin Baraka St./ P.O.Box 3874
Phone No.	00963113345808 – 00963113345822
Fax.	00963113341291
e- mail	dmkemb@iraqmfamail.com
Name of country	Lebanon
Omar Ahmed Kareem Al- Barazanchi	Head of Mission
Address	Beruit/ Al- Hazimiyah / Piere Al-Helo St. P.O.Box13 Ba'abda/ Beruit
Phone No.	009615-5459940/5453209/5452823/5453211
Fax.	0096154533219 – 009615459850
e- mail	brtemb@iraqmfamail.com
Name of country	Denmark
Faris Shaker Fatoohi	Head of Mission
Address	Copenhagen/ Granhoen18,2900 Hellerup,
Phone No.	0045 – 22887600
Fax.	39406997
e- mail	kbnemb@iraqmfamail.com
Name	Senegal
Ra'ad Ghathwan Mahmood	Head of Mission
Address	Dakar/ Bwan O District/ St No.6 P.O.Box 45448 Van
Phone No.	Landline00221338697799/Mobil:00221776386557
Fax.	00221338240909
e- mail	dkremb@iraqmfamail.com

Name of country	Serbia
Mai Khaled Omran	Diplomatic
Address	Belgrade, Neznanog Junaka No 27a
Phone No.	00381112662680
Fax.	0038111266868
e- mail	bgrdemb@iraqmfamail.com
Name of country	Philippines
Faleh Hassan Abd-ul-Ameer	Second Secretary
Address	Manila 1202Acacia Corner 2209 Paraiso Street Dasmarinias Village Makati- Philippines t
Phone No.	09153665804
Fax.	1953-887
e- mail	mnlemb@iraqmfamail.com
Name of country	Germany / Berlin
Dr. Alaa' abd-ul-Majeed Al-Hashimy	Head of Mission
Address	Embassy of the Republic of Iraq/ Reymayster Strassa 14169/20 Berlin- Zehlendorf
Phone No.	004930 – 814880
Fax.	00493081488222
e- mail	beremb@iraqmfamail.com
Name of country	Germany / Frankfurt
Faris Ali Mohammad	Head of Mission
Address	Frankfurt GeneralKonsulat der republic Iraq
Phone No.	
Fax.	
e- mail	francon@iraqmfamail.com
Name of country	Mexico
Sabir Mahmood Abd-ul-Razaq	Head of Mission
Address	Paseo de Reforma No 1875 Lomas de Chapltepec c.p Mexico 11000
Phone No.	00521 555248353
Fax.	0052155960254
e- mail	mxcemb@iraqmfamail.com

Name of country	The Kingdom of Jordan
Sa'ad Jasim Al- Haiane	Ambassador
Address	P.O. Box 2025 Amman
Phone No.	009626 -4623175/4623176/4623177
Fax.	4619172 / 4637329 / 4628750
e- mail	amaemb@iraqmfamail.com
Name of country	The Kingdom of Saudi Arabia
Ghanim Alwan Jawad Al-Jumaila	Head of Mission
Address	Al-Riyadh/ The Diplomatic Quarter/ Al-Waqidi Square / Al -Riyadh
Phone No.	4806514/ 4807496/4907892/4808714
Fax.	4816671
e- mail	rydemt@iraqmfamail.com
Name of country	The Kingdom of Saudi Arabia/ The Council
Ajwad Al-Sheik Taha Hamad	Chancellor
Address	Jeddah / Al-Andelus Quarter/1 Zahran St.Building No.32 Jeddah
Phone No.	00966- 6614809 / 6648909
Fax.	0096666231250
e- mail	jedcon@iraqmfamail.com
Name of country	United Kingdom
Abd-ul-Muhaimen Ahmed Taqi	Head of Mission
Address	London 9 Holland Villas' Road
Phone No.	2076028456 – 2076020581
Fax.	0207486495
e- mail	lonemb@iraqmfamail.com
Name of country	Norway
Fadhil Saleh Jasim	Head of Mission
Address	004797612093
Phone No.	
Fax.	
e- mail	oslemb@iraqmfamail.com

Name of country	United States of America
Sameer Shakir Mahmood Al-Sumaida'ae	Ambassador
Address	Embassy of The republic of Iraq / Washington
Phone No.	001202 – 4837500
Fax.	4628813
e- mail	wasemb@iraqmfamail.com
Name of country	Japan
Dr. Ghanim Alwan Jawad Al-Jumaile	Ambassador
Address	Tokyo 2-16-11 Takanawa, Minato- ku, Tokyo
Phone No.	0081 -0354493231
Fax.	0354497718
e- mail	tokemb@iraqmfamail.com
Name of country	The Red Cross Delegation
Joan Pedro Shrrer	Head of Mission
Address	Baghdad/ Al- Wihda Quareter
Phone No.	00964901922460
Fax.	
e- mail	Iraq.iqs@icrc.org
Name of country	Bangladesh
Mohammad Sabri Rasheed	Head of Mission
Address	102 Deka-Kolshan-2 St.No.93 building 115
Phone No.	008801714133335
Fax.	
e- mail	dakemb@iraqmfamail.com
Name of country	Chile
Nazar Sa'ade Saleh	Head of Mission
Address	
Phone No.	
Fax.	
e- mail	Sanemb@iraqmfamail.com

Name of the country	Azarbaijan
Arshad Omar Ismaeell	Commissioner
Address	Khalqani Street-9- Baku
Phone No.	0099412- 4981447/ 4990704
Fax.	0094124981437
e- mail	bakemb@iraqmfamail.com
Name of the country	Indonesia
Commissioner	Faleh abd-ul-Qader Helme
Address	Embassy of the republic of Iraq JL. Teuku Umar No 38 Menteg Jakarta Pusat 10350 Indonesia
Phone No.	006221 -3904067/ 3904068/ 3904069
Fax.	0062213904066
e- mail	jakemb@iraqmfamail.com
Name of the country	Islamic Republic of Iran / Tehran
Mohammed Majeed Abbas Al- Sheik	Ambassador
Address	Wali A'asr St. Near Iranian Ministry of Trade/ Tehran
Phone No.	009821 – 88938865
Fax.	00982188938877
e- mail	tehmb@iraqmfamail.com
Name of the country	Brazil
Hussein Ali Abd-ul-Baqi	Ambassador
Address	Ses,Av-DasNacoes, Qd815,Lote 64, Brasillia DF, Cep:70-430 Brazil
Phone No.	005561 – 3346-2822
Fax.	00556133462822
e- mail	brzemb@iraqmfamail.com
Name of the country	Czech Republic
Dhia'a Al- Dabbas	Ambassador
Address	Na Zatorce 10 16000 Praha 6 Czech Republic 16000 Praha
Phone No.	00420 – 224326979/ 224326976/224326977
Fax.	224321715
e- mail	brgemb@iraqmfamail.com

Name of the country	The Republic of Sudan
Dr . Sameer Khaiare Al- Neema	Ambassador
Address	Al- Kkhartum- Barry – Al- Maaradh St. P.O Box 1969/ Al- Kkhartum
Phone No.	0024911- 83271866/ 83271867
Fax.	00249183271855
e- mail	krtemb@iraqmfamail.com
Name of the country	People Republic of China
Dr. Mohammad Sabir Isma'eel	Ambassador
Address	Peking No. 25 Xiu Shui Bei Jie, Jian Wai post code 100600
Phone No.	008610- 65323385/65321873/ 65320928
Fax.	65321596
e- mail	bknemb@iraqmfamail.com
Name of the country	Austria
Tariq Kamel Al- Aqrawi	Ambassador
Address	Vienna/ ohnnesgasse 26 A- 1010 Vienna/Austria
Phone No.	00431- 7138195
Fax.	17136720 – 17138208
e- mail	venemb@iraqmfamail.com
Name of the country	India
Mua'ayad Saeed Hussein	Head of Mission
Address	New Delhi B5/8, Vasant Vihar, New Delhi-110057
Phone No.	009111- 26149085 / 26140165
Fax.	26140976
e- mail	dlhimb@iraqmfamail.com
Name of the country	Yemen
Tala Jameel Saleh Al-Ubaide	Ambassador
Address	Sana'a/ The Diplomatic Quarter, P.O.Box 498
Phone No.	009671 – 440184/ 440182
Fax.	009671440187
e- mail	snaemb@iraqmfamail.com
Name of the country	Islamic Republic of Iran / Mashhad
Haitham Shfiq Qassim	Head of Mission

Name of the country	Islamic Republic of Iran / Mashhad
Haitham Shfiq Qassim	Diplomatic
Address	00989155239909
Phone No.	00985118426290
Fax.	
e- mail	mashcon@iraqmfamail.com
Name of the country	Bulgaria
Fawzi Mohammad abd-ul-lah	Head of Mission
Address	Sofia21- Anton Chekhove Eztok/1113 Sofia-Bulgaria
Phone No.	003592- 9733348
Fax.	971197
e- mail	sofemb@iraqmfamail.com
Name of the country	Poland
Dr. Waleed Hameed Sheltagh	Head of Mission
Address	Dabrowiecka 9a03-932Warsaw, Warsaw
Phone No.	004822- 6175773 / 6174911
Fax.	0048-22-6177065
e- mail	wrsemb@iraqmfamail.com
Name of the country	Turkey
Abd-ul-Ameer Kamel Abu- Tbeekh	Ambassador
Address	Gazi Osman pasa-Turkan Emeksiz Sokak no11Ankara-Turkey, Ankara
Phone No.	0090312- 4687421 / 4687422
Fax.	4684832
e- mail	ankemb@iraqmfamail.com
Name of the country	South Africa
Rasheed Madhloom Mutlaq	Head of Mission
Address	Pretoria/ Hatfield/P.O.Box 11089Duncan St.,Brooklyn 0028
Phone No.	002712 - 3622049 / 3622048
Fax.	0027123622027
e- mail	brtemb@iraqmfamail.com

Name of the country	France
Mowafaq Mahdi Abood	Ambassador
Address	53 Rue de la faisanderie 75116 Paris, Paris
Phone No.	00331- 45533370
Fax.	147042294 Fax. Of the Council 145533380
e- mail	brtemb@iraqmfamail.com
Name of the country	Finland
Ghassan Tawfeeq Fatah	Ambassador
Address	Helsinki Lars Sonckintie 2(00570Helsinki)
Phone No.	00358- 68818870-9/ 68818871-9
Fax.	00-3589-6848977
e- mail	helsmb@iraqmfamail.com
Name of the country	Vietnam
Salah Sabri Fadhel	Chancellor
Address	Hanoi 66 Tran Hung Dao st. Hanoi Socialist Republic of Vietnam
Phone No.	00844- 9424111/ 9424141/ 9425645
Fax.	9424055
e- mail	hanemb@iraqmfamail.com
Name of the country	Egypt
Sa'ad Mohammed Redha	Head of Mission
Address	Cairo/ Al- Thawra Square/ Abd-ul-Mun'em Reyadh St. Al-Muhandseen
Phone No.	00202- 7622731 / 7622732
Fax.	7622517 – 7622516
e- mail	caiemb@iraqmfamail.com
Name of the country	Libya
Al'a Sewan Abd-ul-lah	Ambassador
Address	Embassy of the Republic of Iraq/ Gurji Rd. Al- Andelus Quarter, Tripoli
Phone No.	00218214775201 – 00218214778195
Fax.	00218214778196
e- mail	trepmb@iraqmfamail.com

Name of the country	Georgia
Taib Mohammad Taib	Diplomatic
Address	Tbilisi- vake- kobuleti 16
Phone No.	0099532294503 – 0099532913596
Fax.	0099532294503
e- mail	tebemb@iraqmfamail.com
Name of the country	Vatican
Albert Isma'el Yelda	Ambassador
Address	Via della camilluccia, 355- 00135 Roma, Roma
Phone No.	00390630111140
Fax.	0635506416
e- mail	ftkemb@iraqmfamail.com
Name of the country	Kuwait
Fadhel Hamad Khudhayer	Head of Mission
Address	Kuwait, Al-Jabiria St. No.101, House No.8 Kuwait
Phone No.	00965 – 5359497
Fax.	5359498 – 5359534
e- mail	kuwemt@iraqmfamail.com
Name of the country	Qatar
Jawad Kadhem Jawad Al- Hendawi	Head of Mission
Address	P.O.Box 1526 Al – Doha
Phone No.	4672237 / 4672257 / 4672263
Fax.	4673347
e- mail	dohemb@iraqmfamail.com
Name of the country	Russia
Malek Abd-ul-Razaq Al- ani	Head of Mission
Address	Russia, Moscow 119121, 12,pogodinshaya St.
Phone No.	007090- 2645508 / 2645507 / 2645506 / 248313
Fax.	2302922
e- mail	mosemb@iraqmfamail.com

Name of the country	Romania
Adel Murad Ali	Ambassador
Address	8 Venezuela St., Sector 1 Bucharest- Romania
Phone No.	004021 – 2339008 / 2339009
Fax.	0040212339007
e- mail	bkremb@iraqmfamail.com
Name of the country	Sri Lanka
Yasir Kadhum Chassab	Head of Mission
Address	Colombo, 19, Barnes place, Colombo 7,
Phone No.	0094 – 112696600
Fax.	0094- 112698602
e- mail	colmmb@iraqmfamail.com
Name of the country	Oman
Abd-ul-Rassol Kadhum Alwash	Ambassador
Address	Sultan Qabus city, House No. 1073, P.O.Box 262 Mascot
Phone No.	00968 – 4603642 / 4695559
Fax.	24602026
e- mail	musemb@iraqmfamail.com
Name of the country	Slovakia
Hassan Qasim Hassan	Head of Mission
Address	00421 914275542
Phone No.	00421254131464
Fax.	
e- mail	brtsmb@iraqmfamail.com
Name of the country	Switzerland
Ahmed Khalel Ahmed	Head of Mission
Address	Ambassade de la republique d, Iraq, Bern
Phone No.	0041313519810 – 0041313519814
Fax.	0041313518312
e- mail	bernmb@iraqmfamail.com

Name of the country	Venezuela
Husham Atta Mohammed	Secretary
Address	Av. Nicolas copernico con calle Los Malabares, Qta. Babilonia, Urb. Valle Arriba. Caracas
Phone No.	0058212 – 9920525
Fax.	0058212- 9930819
e- mail	crcemb@iraqmfamail.com
Name of the country	Canada
Hawar Zeyad	Ambassador
Address	215 Mcleod St. Ottawa, Ontario 215 K2p Oz8
Phone No.	+1- 613-2369177/ 613- 2369178
Fax.	001613-2369641
e- mail	otaemb@iraqmfamail.com
Name of the country	Northern Korea
Mustafa Mossa Tawfeq	Head of Mission
Address	1-94 donbinggo- dong yongsan-gu, Seoul, Korea
Phone No.	00822 – 7904205
Fax.	008222- 7904206
e- mail	sulemb@iraqmfamail.com
Name of the country	Kenya
Abbas Jasim Selman	Head of Mission
Address	Un Avenuef Gigirl Mangolia Close, Nairobi Village Market
Phone No.	0726793672
Fax.	P. Box 339-00621, Village Market
e- mail	narbmb@iraqmfamail.com
Name of the country	Malaysia
Hoshiar Hamza Daza'ee	Head of Mission
Address	No.2Jalan Langgak Golf, Off Jalan Tun Razak, 55000 Kuala Lumpor

Name of the country	Iraqi delegation to the U.N.
Dr. Hamid Al- Bayati	Ambassador
Address	Permanent Mission of Iraq to the U.N. 14 East 79thSt. New York, N.Y.10021, New York
Phone No.	001212 – 7374433
Fax.	0012127721794
e- mail	nyrep@iraqmofamail.net
Name of the country	Iraqi Delegation to The Arabs League
Dr. Ra'ad Mohammed Rashad Al- Azawi	Ambassador
Address	9 Mohammed Madhar St. Al-Zamalek Cairo 11211
Phone No.	00202 – 7358087 / 7351828 / 7352633
Fax.	
e- mail	cairep@iraqmofamail.net
Name of the country	Iraqi delegation to UNESCO
Muhee Kadhum Al- Khateeb	Ambassador
Address	The Permenant Delegation of Iraq To UNESCO, rue Millis 75015 Paris
Phone No.	33 1 45683421
Fax.	002218240909
e- mail	uneemb@iraqmofamail.net
Name of the country	Spain
Sa'ad Saleh Al-Hamadani	First Secretary
Address	Parque Conde de Orgaz Ronda de Sobradiel, n 67 28043 Madrid
Phone No.	003491 – 917590905 / 915791282 / 913885980
Fax.	917593180
e- mail	mrdemb@iraqmofamail.net
Name of the country	Bahrain
Ghassan Muhsen Hussein	Ambassador
Address	Al- Manama Bulding No. 396/ Rd. 3207 P.O.Box 26477 Al- Manama
Phone No.	00973 – 7741472
Fax.	17720756
e- mail	bhremb@iraqmofamail.net

Name of the country	Sweden
Dr. Ahmed Abu Baker Bamerne	Ambassador
Address	Embassy of Iraq Baldersgatan 6A Stokholm Box 26031 100 41 stokholm Sweeden
Phone No.	004608 – 4114443
Fax.	7968366
e- mail	stkemb@iraqmofamail.net http://irarqembassy.se
Name of the country	Morocco
Rast Noori Sdeeq	Head of Mission
Address	Zanqat Mohammed Nori/ Al-Mahdi bin Baraqa St. Al-Swaise , Al – Rabat
Phone No.	037754467 – 037754466 - 037750504
Fax.	212=37759749
e- mail	rbtemb@iraqmofamail.net
Name of the country	Belgium
Mohammed Jawad Al- Dorke	Ambassador
Address	Avenue Franklin Roosevelt 115 1050, Bruxelles
Phone No.	0032 – 6630490 0032- 3744138 0032- 3749711
Fax.	
e- mail	brxemb@iraqmofamail.net
Name of the country	Holland
Siamand Abd-ul-Samad Al-Bana'a	Ambassador
Address	Embassy of the Republic of Iraq, John de Wittlaan 16, 2517 JR The Hague , Lahay
Phone No.	0031- 703101260 / 0031- 703101261
Fax.	0031 – 70392458
e- mail	lahemb@iraqmofamail.net
Name of the country	Minsk
Tareq Abd-ul- Malek Al –A'dame	Head of Mission
Address	Minsk, Hotel Victoria 59. Pobediteley Ave, minskrepublic of Belarus, 220053
Phone No.	00375299815178
Fax.	00375172048844
e- mail	minemb@iraqmofamail.net

Name of the country	Mauritania
Rokan Noman Al- Anbaqi	Diplomatic
Address	Nouakchoot/ tevragh zeina-r- nord villa no. 399
Phone No.	00222 – 6171707
Fax.	00222- 5243251
e- mail	nokemb@iraqmofamail.net

Name of the country	Nigeria
Hekmat Mohammed Abd-ul-lah	Head of Mission
Address	Embassy of the republic of Iraq- Abuja No.5 kainji crescent cadastral zone a 5 maitamafct, Abuja
Phone No.	002348026855193
Fax.	00234494139524
e- mail	

Name of the country	Hungry
Amal Hussein abd-ul-lah	Head of Mission
Address	Budapest/ xiv 1146. Ker. Hermina ut 41
Phone No.	003612218363
Fax.	003613845277
e- mail	

Name of the country	Holland
Robert G. Brinx	Ambassador

ation & Displaced
Ministry of Migration & Displaced
Ministry of Migration & Displaced
Ministry of Migration & Displaced
Ministry of Migrati



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Ministry of Migration & Displaced
Ministry of Migration & Displaced
Ministry of Migration & Displaced
Ministry of Migrati



**MINISTRY OF MIGRATION & DISPLACED
PLANNING & PROJECTS DEPARTMENT**