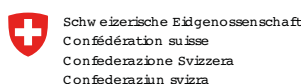


Template for a Post-Mission Report

EU-FRANK Tool 13

The EU-FRANK project is co-financed by the Asylum, Migration and Integration Fund (AMIF)

Led by Sweden. In partnership and consultation with:



Introduction to this tool

This tool has been developed within the framework of the EU-FRANK project in 2018-2019 with funding from the European Asylum Migration and Integration Fund. Information presented in this tool is by no means exhaustive, but represents a compilation of guidance and practical tips. The objective has been to support EU Member States in their operational work with resettlement. For more information about this project, visit www.eu-frank.eu.

What is the purpose of this tool?

The purpose of the tool is to give a concise overview of the most important findings of a resettlement selection mission that was organized by a resettlement country in collaboration with the UNHCR. Based on these findings an evaluation of the different aspects of a mission can be made by the resettlement state. This will also allow for better and more efficient preparation of future missions in the same country of asylum. Although the tool can be adapted to national contexts and can be used for national purposes, the focus is on findings that are useful for other resettlement states planning a common mission in the same country of asylum.

Why was it created?

The post-mission report is created to facilitate and improve the information exchange between resettlement countries. It will enable emerging and existing resettlement countries planning a mission in a specific country of asylum to learn from the

experiences that another resettlement state had in the same country of asylum.

Who should use this guide?

The tool contains an overview of the most important findings related to submissions, logistics, interviewing, and other relevant aspects, and it targets officials involved in resettlement programs in existing and emerging resettlement countries in the European Union. It is considered most useful for mission leaders or other persons who are responsible for preparing and conducting selection missions. The report should be used as early as possible in the process of preparing a selection mission in a country of asylum.

Which other training tools and sources to use?

This tool is in line with other EU-FRANK tools such as the Practical Guide for Planning and Implementing a Selection Mission and the training module.

1. INTRODUCTION AND MISSION OVERVIEW

Resettlement country:

Country of asylum:

Person to be contacted for more information on this mission:

Name	Telephone number
E-mail	

Interview location(s):

UNHCR premises

IOM premises

Embassy

Hotel:

Refugee camp:

Other:

Date of mission:

Start mission	End mission
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Composition of delegation: (total number)

Mission leader(s):

Case workers:

Medical staff:

Biometrics expert(s):

Police/security staff:

Own interpreters:

Other (please specify):

Pre-Mission Questionnaire (PMQ):

Used

Not used

Pre-mission organized:

Yes

No

2. CASELOAD AND PROFILES

Quota (*number of persons*):

Number of submissions requested (*number of persons*):

Nationality/nationalities requested:

Number of submissions received (*cases + persons*):

Received within deadline agreed: Yes, fully Yes, partly No, please state reason

Personal documents included in submissions:

• Identity documents:

• Medical reports:

• Evidentiary documents:

• Other relevant documents or information:

Profiles of refugees submitted:

Please include relevant information on the profiles submitted.

• Family composition, e.g. number of large families/single man/woman, UAM, linked cases:

• Ethnic origin /languages spoken:

• Geographical origin:

• Vulnerabilities:

• Medical issues:

- UNHCR resettlement submission categories:

- Other, (*any other specific information, e.g. family link to resettlement country / EU+ country*):

Resettlement Registration Form (RRF)

- Resettlement submission categories received:

- In line with categories/ priorities requested: Yes Yes, partly No, please state reason

- Part 4 refugee claim (*please add comments if relevant*):

- Completeness

- Credibility check

- Legal analysis

- Part 2–7 please comment on any discrepancies/challenges that need to be highlighted in the following parts such as lack of information, not updated etc.

- Part 2 bio data refugees:

- Part 3 relatives not included in submission:

- Part 5 need for resettlement:

- Part 6 specific needs:

- Part 7 additional remarks:

3. LOGISTICS AND PRACTICAL ASPECTS

Travel

- Travel from the airport to the accommodation arranged by:

UNHCR

IOM

Embassy

Other:

Remarks: *e.g. arrived on time, security issues*

- Travel from the accommodations to interview location arranged by:

UNHCR

IOM

Embassy

Other:

Remarks: *e.g. arrived on time, security issues*

- Travel for refugees arranged by:

Own transportation

UNHCR

IOM

Remarks: *e.g. arrived on time, medical escorts/security issues*

Interview site and services available

UNHCR premises

IOM premises

Embassy

Hotel:

Refugee camp:

Other:

- Services available in waiting room facilities: *e.g. air conditioner, water, other refugee groups present, etc.*
Interview rooms and other facilities: *e.g. distance to waiting room, daylight, seating arrangements, air conditioning/heating, privacy, etc.)*

– Waiting room

Comments:

– Interview room

Comments:

– Other facilities

Comments:

– Child care: Yes No

Provided by:

Comments:

– Catering: Yes No

Provided by:

Comments:

– Technical equipment available:

Electricity: Yes No

Wifi: Yes No

Copy/scanner: Yes No

Other:

– Interpreters provided by: UNHCR IOM Own

Other:

Translation skills:

Other issues (e.g. flexibility):

Security

e.g. security guards available.

Provided by:

During interviews:

During rest of mission:

Health

Health issues, describe if relevant:

Budget

Budget issues encountered: Yes No

(e.g., no ATM available, dollars needed)

4. COLLABORATION WITH UNHCR, IOM AND OTHER STAKEHOLDERS

Please note below if provided and if there is anything particular to report.

UNHCR:

– Pre-mission counselling and briefing of refugees:

– Assistance during the mission, briefing and de-briefing:

– Additional comments:

IOM:

– Pre-mission counselling and briefing of refugees:

– Assistance during the mission:

– Additional comments:

Other stakeholder/s:

5. CONCLUDING REMARKS, SUCCESS FACTORS, AREAS FOR IMPROVEMENT AND RECOMMENDATIONS

General impression, bottlenecks or concerns, success factors, areas for improvement, and collaboration with other countries during the mission and other practical advice.