
**RULEBOOK
ON DESIGN OF THE
COLLECTIVE PASSPORT OF BiH**

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Pursuant to Article 10 of the Law on Travel Documents of Bosnia and Herzegovina (Official Gazette of BiH ", Nos. 4/97, 1/99, 9/99, 27/00, 32/00, 19/01, 47/04, 53/07, 15/08 , 33/08 and 39/08), the Ministry of Civil Affairs of Bosnia and Herzegovina issues a

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Article 1
(Subject)

This Rulebook shall specify a closer design of collective passport of Bosnia and Herzegovina (hereinafter: the collective passport).

Article 2
(Size of the collective passport format)

The size of a collective passport format is 21x29 centimetres and has 12 pages numbered subsequently.

Article 3
(Collective passport format)

Collective passport has the following format:

- a) Covers are dark blue,
- b) Front of the covers contains, in the following order:
 - 1) The words "Bosnia and Herzegovina"
 - 2) Emblem of Bosnia and Herzegovina,
 - 3) The words "collective passport",
- c) The text under point b), lines 1) and 3) and the emblem of Bosnia and Herzegovina will be printed in gold in Bosnian, Croatian and English in Latin script and in Serbian language in Cyrillic,
- d) Size of the letters referred to in point b), lines 1) and 3) is 6 mm,

e) Text on the first page of the collective passport shall be equal to the text on the front cover and printed in black,

f) Below the text referred to in point b), passport serial number shall be entered on the first page.

Article 4 (Contents of the collective passport)

(1) Every user of a collective passport must meet the requirements to acquire a passport.

(2) In a collective passport, the data for each user of the collective passport shall be entered: first and last name, day, month and year of birth, place and municipalities of birth and permanent residence address.

(3) The photo of each user of the passport shall be labelled on a collective passport.

(4) Data referred to in paragraph 2 of this Article shall be entered by typing.

Article 5 (Collective passport format)

A format of the collective passport is printed and attached to this Rulebook as its integral part.

Article 6 (Records and Registers)

(1) The competent authorities shall maintain record on collective passports which comprises of: the record of applications for issuance, record of confiscated travel documents and a card-file.

(2) Record of applications for a collective passport shall contain columns comprising as follows: serial number, date of filing of application, first and last name of the applicant, permanent residence and address of the applicant, name of the destination country and remarks.

(3) Record of rejected applications for issuance of passports, i.e. confiscated collective passports shall contain columns comprising as follows: serial number, first and last name of the person whose application has been rejected, or passport confiscated, permanent residence and address of the person whose application has been rejected, or passports confiscated, the legal basis for rejection of the application, or confiscation of passports, the filing date and the outcome of the appeals lodged against the Decision on rejecting of the

request, Decision on confiscation of passport, date of filing of a complaint and the outcome of the proceedings in lawsuits against the Final decision on confiscation of a collective passport.

(4) A card-file shall consist of applications for issuance which shall be inserted in alphabetical order.

Article 7
(Superseding of earlier regulation)

As of its effective date, this Rulebook shall supersede the Rulebook on design of the collective passport of Bosnia and Herzegovina, published in the Official Gazette No. 10/98.

Article 8
(Entry into force)

This Regulation shall enter into force on the eighth day following the date of its publication in the Official Gazette of BiH.

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July 2, 2009

Minister
Mr. **Sredoje Nović**