

Border Force Operations Manual

Primary checkpoint

British/EEA Passengers without a valid Passport

Processing British and EEA Passengers without a valid Passport or Travel Document

British Passengers

Anyone who loses their travel document overseas or has their travel document stolen while abroad is expected to apply for a new document at the nearest British consular section **before** returning home.

If passengers arrive at the control claiming to be British Citizens but are unable to produce a valid passport, they will be asked to complete a LS01 form before enquires are made to verify the claim. Verification checks will only be undertaken on completion of the form and should include the standard security checks as a minimum. If the verification checks are satisfactory the passenger will be able to proceed through the control. Until further notice CIOs will be asked to authorise all cases where entry without any documents has been agreed. A record of the arrival and checks undertaken must be recorded in the incident log.

The completed LS01 pro forma should be faxed to IPS as soon as possible. This is to ensure that lost/stolen passports are taken out of circulation as soon as possible.

EU/EEA Passengers

Passengers who arrive without a travel document must be given a "reasonable opportunity" to demonstrate their identity and nationality (EEA Regs. 2006 Article 11(4)). Where they are unable to satisfy a Border Force officer of their identity/nationality and their eligibility under the Directive (2004/38/EC) they should be either considered for Temporary Admission to allow further enquiries to be made, or refused.

November 2011