



Information for guardians of unaccompanied minors seeking international protection in Cyprus in accordance with Article 4 of Regulation (EU) No 604/2013

THIS BROCHURE CONTAINS INFORMATION ON THE DUBLIN PROCEDURE IN ACCORDANCE WITH ARTICLE 8.1 AND 8.2 OF REGULATION (EU) NO 604/2013¹ CONCERNING UNACCOMPANIED MINORS SEEKING REUNIFICATION WITH FAMILY MEMBERS OR RELATIVES IN ANOTHER MEMBER STATE.

¹ This brochure, dated December 2023, is drawn up exclusively to provide the necessary information on the Dublin procedure. It does not create or entail legal rights or obligations. The rights and obligations of Member States and persons under the Dublin procedure are those laid down in Regulation (EU) No 604/2013. The model from which it was extracted can be found in 8.2.2014 IT Official Journal of the European Union L 39/37



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1. Why am I receiving this information?

You are receiving this information because you are the appointed guardian of an unaccompanied child seeking international protection in Cyprus².

If a child under your guardianship has applied for international protection, their application **will not necessarily be examined in Cyprus**. The reason for this is that Cyprus belongs to a group of European countries that have agreed a common set of rules often referred to as the Dublin III regulation or more simply the ‘**Dublin regulation**’³. These rules are used to determine which country should examine an application for international protection. This means that the first step when someone applies for international protection in Europe is always to establish which country is responsible for examining the application.

Responsibility of one country can depend for instance on whether the applicant has family members living legally in another country, or if they entered Europe with a visa issued by another country, or if they previously applied for international protection in another country. It is important to know that the process of examining the protection needs of the applicant will start only once it has been determined which country is responsible.

In this document we will explain how these rules and processes work in practice in Cyprus so that you can better inform and support the child⁴ that you are responsible for as a guardian.

2. What is the Dublin procedure?

Before the minor’s application for international protection can be examined in Cyprus, it is necessary to verify the competent country through the so-called ‘**Dublin procedure**’. The Dublin procedure does not cover the reasons for the application for international protection; it is only aimed at determining which country is competent to decide on the application for international protection lodged by a third-country national or stateless person.

➤ Who is a minor?

Any third-country national or a stateless person below the age of 18 years.

➤ Who is an unaccompanied minor?

Any minor who arrives in Cyprus alone and without any adult responsible for them; it includes a minor who is left alone after they have entered Cyprus.

➤ Who is a representative?

Under the Dublin regulation, the person or organisation designated to assist and represent an unaccompanied minor throughout the Dublin procedure, in order to ensure the minor’s best interests and

² For the purposes of this document only, any references to ‘Cyprus’ mean the territories under the effective control of the Republic of Cyprus.

³ Regulation (EU) No 604/2013 of the European Parliament and the Council of 26 June 2013 establishing the criteria and mechanisms for determining the Member State responsible for examining an application for international protection lodged in one of the Member States by a third-country national or a stateless person (recast), hereby referred to as the ‘**Dublin regulation**’.

⁴ The term ‘minor’ and ‘child’ will be used interchangeably throughout this document.

to exercise the legal capacity to act on their behalf, where necessary⁵.

The representative of unaccompanied minors in Cyprus is the Director of Social Welfare Services, who can appoint an officer to act as a representative or '**legal guardian**' of an unaccompanied minor⁶ in the Dublin procedure.

The Dublin procedure identifies which country, also referred to as 'Member State', is responsible for examining the application for international protection lodged in Cyprus by a third-country national or stateless person.

The Dublin regulation lays down the **criteria to be applied in a hierarchical manner** to identify the responsible Member State⁷. The Member States applying the Dublin regulation are 31, and they are also known as the '**Dublin countries**'⁸.

The Dublin procedure has two purposes:

- ensure that the application for international protection reaches the authorities of the Member State responsible for examining it and thus ensuring effective access to the examination of international protection.
- avoid multiple applications for international protection from one applicant in more than one Member States.

In Cyprus, the Dublin procedure is under the responsibility of the Dublin Unit of the Asylum Service, which is assigned to apply the Dublin regulation and determine whether another Dublin country is responsible for the examination of an application for international protection.

→ ATTENTION: *The determination of the responsible Member State shall take place based on the minor's situation at the time of lodging the application for international protection for the first time in a Member State. Therefore, even though reaching the age of 18 during the Dublin procedure may result in the applicant no longer having a legal guardian or other support, it **will not impact the responsibility determination as the applicant will continue to be considered a minor.***

⁵ Article 6 of the Dublin regulation provides that the guardian must have access to the content of the relevant documents in the applicant's file, including the specific package leaflet for unaccompanied minors.

⁶ Article 10 (1B) provides that "*The Director of Social Welfare Services shall act as soon as possible, in person or through an officer of the said Services, as a representative and companion of the unaccompanied minor in the procedures provided for in this Law, in order to ensure the best interest of the child, and, whenever it is necessary to exercise legal capacity on behalf of the unaccompanied minor or to ensure the representation of the unaccompanied minor in court proceedings in accordance with the Commissioner for the Protection of the Rights of the Child (Appointment of a Commissioner by the Court as a Child Representative) Procedural Regulation of 2014*".

⁷ Chapter III CRITERIA FOR DETERMINING THE COMPETENT MEMBER STATE, Articles 8-16 of the Dublin regulation

⁸ The Dublin countries are the 27 Member States of the European Union and the four countries "associated" with the Dublin regulation (Austria, Belgium, Bulgaria, Cyprus, Croatia, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, the Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland).

At registration, applicants – including unaccompanied minors- are normally asked to provide information in respect of family links in other Dublin countries or past presence in other Dublin countries.

This information is recorded on a Dublin questionnaire and, if there are indicators that another Dublin country is responsible to examine the application for international protection, the applicant's file will be assessed further to determine which Dublin country is responsible.

This process is known in Cyprus as '**Dublin screening**' and, if a case falls under the responsibility of the Dublin Unit, the file will be sent there for further actions, including booking the '**Dublin interview**' with the applicant and gathering required documentation (*See part 7 below for more information on the Dublin interview*). If it is determined by the Dublin Unit that another Member State is responsible for examining the application, they will send a request to the Dublin Unit of that Member State asking them to assume the responsibility for the application. These requests are known as '**take charge requests**', which the Dublin Units of different Member States send to each other with all relevant information and documents concerning the applicant. For the purposes of this document, Cyprus is the *requesting* Member State as it sends those requests to other Dublin countries, i.e. the *requested* Member States.

Under the Dublin regulation, until it is determined which Member State is responsible for deciding on the application, the authorities of the Member State where the applicant is currently present will not examine the application for international protection. Therefore, the Asylum Service will either suspend or not start at all the asylum procedure while its Dublin Unit carries out the Dublin procedure. Only if at the end of the Dublin procedure Cyprus is deemed responsible for the examination of the application for international protection, the Asylum Service will proceed with the examination.

3. Guarantees for unaccompanied minors

According to the Dublin regulation, '*the best interests of the child shall be a primary consideration for Member States with respect to all procedures provided for in this Regulation*'. To that end, '*Member States shall ensure that a representative represents and/or assists an unaccompanied minor with respect to all procedures provided for in this Regulation.*'

In practice, the above guarantees include a thorough and constant assessment of an unaccompanied minor's best interests and the assignment of every unaccompanied minor to a guardian, as appointed by the Director of Social Welfare Services.

When assessing the **best interests of the minor**, Member States shall cooperate closely with each other and take due account of the following factors:

- a) the possibilities for family reunification.⁹
- b) the well-being and social development of the minor.
- c) security considerations, e.g. if there is a risk that the minor is a victim of trafficking in human beings.
- d) the opinion of the minor, according to their age and maturity.

⁹ The [Recommendations on Family Reunification within the Dublin Procedure](#) were published by EUAA on 27 September 2023 with the aim to facilitate cooperation, increase quality standards, and support the harmonisation of processes among Member States in family reunification cases in the Dublin procedure.

4. Criteria for determining the Member State responsible

Article 8 of the Dublin regulation lays down the criteria for determining the Member State responsible for the application for international protection lodged by an unaccompanied minor.

More specifically, if the applicant is an unaccompanied minor, the Member State responsible shall be the one where:

- 1) the minor's **family member or sibling** is legally present, provided that this is in the minor's best interests.
 - **family members**¹⁰ of an unmarried minor are the **father, mother or another adult responsible for the minor**, whether by law or by the practice of the Member State where the adult is located, provided that the family **already existed in the country of origin**.
 - 2) the minor's **relative** is legally present and where it is established based on an individual examination that the relative **may take care of the minor**, provided that this is in the minor's best interests.
 - **relatives**¹¹ are the minor's **adult aunt or uncle or grandparent** who is present in the territory of a Member State, regardless of whether the minor was born in or out of wedlock or adopted as defined in national law.
- **ATTENTION:** *Although there is no definition in the Dublin regulation, it is generally accepted that “take care of” does not mean that the relative must be able to provide the economic, financial or housing support as the responsible Dublin country has a responsibility to ensure adequate support for the child.*
- 3) If family members or relatives reside in more than one Member States, the responsible Member State shall be determined on the basis **of the minor's best interests**.
 - 4) In the absence of a family member or relative, the Member State in which the minor has **lodged the application for international protection** shall be responsible, provided that this is in the minor's best interests.

→ **ATTENTION:** *The expression “legally present in the Member State” is not defined by the Dublin regulation. Bearing in mind that the aim of certain of its provisions is to keep family relations together it can include an applicant of international protection, a recognised refugee, or a citizen of that Member State. Depending on the national policy of a requested Member State, this may also include those who have received a negative first instance decision but have not yet exhausted their right of appeal and/or the time limit to leave the territory of the Member State has not expired.*

Throughout the procedure, Member States and all involved authorities will **always act in the best interests of the minor**, who will not be transferred to a Member State where it is established that their human rights may be violated or where they may be in danger.

¹⁰ Article 2 of the Dublin regulation

¹¹ Article 2 of the Dublin regulation

Should the minor's best interests change during the procedure, it is important to inform the Dublin Unit as soon as possible.

N.B.: DISCRETIONARY CLAUSE

Article 17(2) Dublin regulation provides that the Member State in which the application for international protection is made and which determines responsibility, or the responsible Member State, may, **at any time before a first decision on the substance is taken**, request another Member State to take charge of an applicant in order to bring together any **family relations, on humanitarian grounds** based in particular on **family or cultural considerations**, even where that other Member State is not responsible under the criteria laid down in Articles 8 to 11 and 16. The persons concerned must express their consent **in writing**.

→ **ATTENTION:** *There are no definitions for a 'family relation' or 'humanitarian grounds' in the Dublin regulation, so the requested Member States can exercise their discretion on how these terms are interpreted, given that these requests are intended for exceptional cases only.*

As a guardian of an unaccompanied minor, you must always consider and act in line with the minor's best interests. In this context, you may be required to conduct and provide a **Best Interests Assessment** ('BIA') to confirm whether family reunification would be in the minor's best interests, as well as detailed reasons for your conclusion. If the BIA is not completed and submitted to the Dublin Unit prior to the date of the Dublin interview, you must aim to bring it along on the day of the interview. If more time is needed for the completion of the BIA, you must inform and coordinate with the Unit's personnel accordingly. A reference template for the BIA interview and recommendation on family unity is attached to this document.

Other evidence that may accompany or inform the BIA include:

- (i) Evidence detailing the link between the child and their family relation living in another Member State, including documents confirming the family link.
- (ii) Information or documents confirming the nature of the relationship (whether they were living together in the country of origin, how they were separated, whether they stayed in contact etc) with particular consideration given to familial or cultural aspects.
- (iii) Written consent of the child's family relation staying in another Member State (not always a mandatory requirement under the Dublin regulation but might reinforce the strength of the familial bond between the child and their family member or relative).
- (iv) Medical documents or reports, or psychological assessments and/or information on any vulnerability (although not mandatory, it might be useful evidence to allow the requested Member State to make a holistic assessment if the child is vulnerable and dependent on the family member or relative).

→ **ATTENTION:** *Vulnerability can play a key role in determining a minor's best interests in conjunction with family reunification, therefore all vulnerability indicators must be cited and explained in a BIA.*

Examples of such indicators include: (i) serious illness, (ii) disability, (iii) pregnancy, (iv) whether the minor is a possible victim of human trafficking, (v) whether the minor has been subjected to torture, rape or other serious forms of psychological, physical or sexual violence, e.g. if they are a victim of genital mutilation (FGM), (vi) whether the minor is a single parent, or (vii) other special needs. Reference guidance on relevant indicators is attached to this document.

It is important to note that the assessment and application of a child's best interests shall be conducted on a **case-by-case basis**, so all evidence must be considered holistically by Member States.

5. Why are the minor's fingerprints being taken?

For all applicants aged **14 years or older**, a photograph or a finger image called '**fingerprint**' will be taken and transmitted to a European central fingerprint database called '**Eurodac**'.

It is very important to cooperate in this procedure, as all those seeking international protection must have their fingerprints taken.

Fingerprints help Member States verify whether the applicant has previously applied for international protection in another Member State.

Fingerprint data is used only by Member States and Europol but will never be communicated to the applicant's country of origin.

6. What information should be given to the authorities?

If the minor has family members or relatives in another Member State, it is essential that this information emerges from the outset of the application for international protection.

It is important that the minor shares details about all family members or relatives present in every Member State with all possible information about each of them.

If a minor has **several family members or relatives** in different Member States, it is important to hear the views and preferences of the minor when assessing their best interests and forming an opinion on who would be the most suitable to take care of them. The analysis of the minor's best interests and related conclusions should be articulated in a BIA to be provided to the Dublin Unit.

If the minor has family members or relatives in another Member State, but the minor did **not want to reach them or were not considered suitable to take care of the minor**, it is necessary to inform the Dublin Unit.

The minor should not be transferred to any family member or relative where the transfer would not be in the former's best interests.

→ ATTENTION: *Any change in the information regarding the presence of family members or relatives in any Member State or the minor's best interests must be communicated promptly to the Dublin Unit.*

Be mindful that the Dublin Unit will not normally send multiple requests for one minor to different Member States, as this may be deemed an abuse of the provisions of the Dublin regulation.

It is important to collect as much information as possible to **be able to trace family members or relatives in Member States**, e.g. names, addresses, telephone numbers etc.

An essential reminder is that any information about the minor's family in their country of origin or in a Member State will not be disseminated or validated by the authorities of the country of origin and will not be used to change the legal and personal position of the minor's family member or relative in that Member State.

In line with the above, guardians must consider the following points prior to the minor's Dublin interview:

- It is paramount to highlight the presence of family members or relatives in another Member State and the minor's best interests to be transferred to that Member State.
- The minor must be reminded to hand over all available documentation and evidence that can help Member States find their family members or relatives.
- The family tree should be filled in with the minor as soon as possible, preferably to be available at registration phase and to be added to the file.
- If documentation and evidence are found later, they can add to what has already been provided. It is therefore important to maintain regular contact with the minor during the entire Dublin procedure. Everything that will be collected will only be used to decide the Member State responsible for examining the minor's application for international protection.

In the light of the above, the information and documentary evidence which is normally requested and considered by the Dublin Unit in the context of the Dublin procedure can include:

- Signed consents from the minor, their guardian, and their family members or relatives (not always mandatory under the Dublin regulation).
- Copies of passports / ID / other official documents from the country of origin and/or residence, e.g. birth certificates, family booklets, residence permits of the family members or relatives etc.
- Proof of address from the minor's family members or relatives, e.g. rental agreement, bank statements, utility bills etc (although not mandatory under the Dublin regulation, the address of the family member or relative is normally required by the requested Member States to facilitate their checks upon receiving the take charge request).
- Employer's certificate / social insurance statement from the minor's family members or relatives (although not mandatory under the Dublin regulation, this information may facilitate the assessment of the requested Member State).
- Other documents proving the familial bond with the minor, e.g. pictures, screenshots of calls and text messages etc (not mandatory and usually of low evidential value but may contribute to a holistic assessment by the requested Member State).
- Contact details of the minor's family member or relative consenting to the reunification process, i.e. address, telephone number and e-mail address.

7. The Dublin interview

If during or shortly after the minor lodges their application for international protection their case is sent to the Dublin Unit, the minor must be interviewed in your presence, to determine the Member State responsible for examining the application for international protection¹². If you are the minor's appointed guardian, it is good practice that you attend the interview instead of a fellow guardian, as having a familiar person present would put the minor at ease and prompt them to open up during the interview.

During this interview, the Dublin Unit will explain the Dublin procedure to you and the minor and will try to ascertain if another Dublin country is responsible for examining the application for international protection. The interview is **not** used to examine the substance of the minor's application for international protection. The interview is also an opportunity to collect the minor's and your signed consent (*See page 16 below*) and to complete their family tree (*See page 17 below*) if these actions have not taken place before the interview.

It is important to note that the family tree must be completed as accurately as possible, e.g. for clarity it is best practice to distinguish full siblings from half-siblings, as well as to highlight which family members or relatives have passed away.

The interview will take place in a language that the minor **understands** and in which they will be able to communicate.

If the minor does not understand the language used, an interpreter or cultural mediator will be provided. The interpreter or cultural mediator must only interpret the words of the minor and the interviewer, without adding personal opinions.

→ ATTENTION: *It is important that both you and the child understand the interpreter and the questions asked by the Cypriot authorities. In doing so, the child must be encouraged and facilitated to give as much information as possible to help Cypriot authorities ensure their best interests.*

The minor must be reminded of the **confidential** nature of the interview. More particularly, the minor must be reassured that none of the information that they shared or will share since they applied for international protection in Cyprus will be given to persons or the authorities in their country of origin that could harm their family there. Instead, the minor should be advised that information about their family members and relatives is used only to enable Member States to ensure their best interests as a child and will not be used against them or their family.

The purpose of the interview is to provide the Dublin Unit with the necessary information and to inform the minor about the Dublin procedure and its consequences in relation to their personal situation. The minor must be given the opportunity to submit all relevant information to correctly determine the responsible Member State before a decision to transfer them to that Member State is taken. The minor should be encouraged to ask questions at the interview, and it should be made clear that this is welcomed by the Dublin Unit¹³.

¹² Article 5(1) of the Dublin regulation

¹³ Article 5(2) of the Dublin regulation

8. The duration of the Dublin procedure

To ensure effective access to the asylum procedure, there are strict time limits in the Dublin procedure. The procedure linked to unaccompanied children may be complex and, in most cases, would need thorough research and assessment. For this reason, it is important to prioritise the cases of children.

Normally, the Dublin Unit must send the take charge request to the Member State deemed responsible no later than three months from the date of the application of international protection. Failing to do so will mean that Cyprus will become responsible for the examination of the minor's application. Therefore, it is important that the Cypriot authorities receive the minor's file as soon as possible.

In practice, it is preferable to send the request as soon as possible and earlier than three months from the date of the minor's **fingerprinting**, in order to respect the deadlines set in the Dublin regulation. However, even if the three-month period has passed, it is still important that you immediately inform the Dublin Unit if the minor has a family member or relative in a Dublin country and you have assessed it might be in their best interest to be transferred, as soon as possible, so that it can be determined whether family reunification is still possible. In case a deadline is missed, you will be asked by the Dublin Unit to provide a BIA with an emphasis on the humanitarian grounds relevant to a possible family reunification, and the minor's vulnerabilities (if any).

→ **ATTENTION:** *The Dublin Unit will normally inform Social Welfare Services of a minor's case which seems to fall under the Dublin regulation. However, it is essential that you also reach out to the Dublin Unit by email as soon as the minor expresses their wish for family reunification, and as long as you are satisfied that this would be in their best interests. You will need to confirm the minor's details, your contact details as the minor's guardian, and your availability to accompany the minor for their Dublin interview. You will then be advised by the Dublin Unit in respect of next steps and relevant timeframes on a case-by-case basis (See part 12 below for the Unit's contact details).*

After considering the minor's file, the Dublin Unit will decide whether to proceed with a take charge request to the Member State which it considers responsible for the minor's application for international protection. The take charge request contains key information collected at the Dublin interview, together with all the documentation in support of the request, e.g. contact details of the family member or relative, evidence of the family link, the BIA etc.

The requested Member State will normally have two months to respond to the take charge request. It may reject the take charge request if doubts arise about the minor's age, their best interests, or the alleged family link. In doing so, the Member State may request additional evidence to address these doubts or concerns. If a take charge request leads to a rejection, the Dublin Unit shall inform you about next steps, including whether a re-examination request is possible. Re-examination requests can be sent no later than **three weeks** from the date that the refusal was **received** by the Dublin Unit.

It is important to leave **valid contact details** that can allow the Dublin Unit to contact you or fellow guardians in your absence, so that they can communicate any developments or decisions within the Dublin procedure.

The duration of the Dublin procedure varies depending on the case and can be affected in the absence of cooperation from the minor or their family member or relative. The lack of cooperation of the family member or relative very often leads to a rejection by the Member State receiving the take charge request. Therefore,

it is very important that the family member or relative understands that the Dublin procedure determines only the Member State responsible for examining the minor's application for international protection and that it does not entail any economic or financial burden.

→ **ATTENTION:** *If the child absconds and is no longer contactable, the procedure may be interrupted or end.*

It is important to remember that each case is different, and it is not possible to predict the overall duration of the procedure, nor compare the situation with that of other minors. In fact, the determination of the competent Member State depends on many factors and is possible through dialogue and exchange of information between Member States.

The greater the information gathered and the cooperation of the family member or relative, the shorter the duration of the procedure tends to be. Therefore, the cooperation of all actors involved is important to ensure swift access and completion of the procedure. Minors must be reminded that lying or omitting information could prolong the processing of the minor's file by the Dublin Unit or could lead to further questioning and rejections from fellow Member States.

9. What happens if another Member State becomes responsible?

If a Member State accepts the take charge request sent by the Dublin Unit, it will mean that it accepts responsibility to examine the minor's application for international protection. Upon receiving the acceptance, the Dublin Unit will issue a transfer decision and inform you accordingly so that you can advise the minor of the next steps up to the transfer to that Member State.

The Dublin Unit shall inform you of the decision as soon as possible and will organise the transfer, in cooperation with the Cypriot Police, **no later than six months** from the date of receiving the Member State's acceptance¹⁴.

Minors aged 15 years or younger should normally be transferred to the Member State with an **accompanying person**. The Member State expected to receive the minor should issue the Dublin Unit with directions specifying whether the minor must be escorted. If you will not be escorting the minor as their guardian during the transfer, another officer must be appointed by Social Welfare Services. If a minor is considered old enough – normally aged 16 years or older- to travel without an accompanying person, arrangements will be made to ensure that the minor is safely escorted by the police between flights in the event of a transit transfer.

→ **ATTENTION:** *As soon as the minor reaches the territory of the responsible Member State, Cypriot responsibility of the minor ceases. The authorities of that Member State will assign a guardian and evaluate the most suitable adjustments to safeguard the minor's best interests according to that Member State's national laws. The authorities may also decide not to entrust the minor to the family member or relative, but to social services or other national authorities.*

The procedure for examining the minor's application for international protection will also be launched in accordance with national procedures.

¹⁴ The time limit can be extended up to a maximum of one year if the transfer cannot go ahead due to the applicant's imprisonment, or to up to a maximum of 18 months if the applicant absconds (Article 29(2) of the Dublin regulation).

10. Appeal and legal remedies

If the Dublin Unit decides that Cyprus is responsible to examine the application for international protection, you will be informed about this by the Dublin Unit who will send you a copy of their decision to be signed by the minor (you will normally receive the Dublin Unit's decision after the requesting Member State's rejection of a take charge request or re-examination request). You will also be provided with a copy of the Member State's rejection of the request for family reunification. It will be your responsibility to then inform the minor of the decision and possible next steps in a language that the minor understands, including their legal remedies against any act or omission of the Dublin Unit¹⁵.

→ ATTENTION: *A recent judgment of the Court of Justice of the European Union¹⁶ recognised that minors have the right to appeal against a requested Member State's rejection of a take charge request based on Article 8(2) of the Dublin regulation. In other words, the minor can appeal against the requested Member State's rejection and that the appeal would be lodged in the requested Member State instead of Cyprus. In these cases, the Dublin Unit must provide you with information about that right of appeal as provided by the requested Member State. You must ensure that the minor has access to that legal remedy, and you must also inform the Dublin Unit as soon as possible if the minor decides to appeal against the requested member State's rejection. You must also be able to explain the minor the difference between the appeal against the requested Member State's rejection and the remedy against any act or omission of the Dublin Unit, as one might be more suitable than the other.*

As mentioned above, if the requested Member State accepts responsibility for the minor's application for international protection, the Dublin Unit will send you a transfer decision and start preparing the minor's transfer. It is important to inform the Dublin Unit in a timely manner of any change in the minor's personal situation and best interests, including whether they changed their mind about being transferred.

If the Dublin Unit is satisfied that the minor's best interest is to remain in Cyprus, it can stop the transfer and confirm Cypriot responsibility for the examination of the application for international protection. If the Dublin Unit decides to proceed with the transfer against the minor's wishes, the minor has the right to appeal the transfer decision and has the possibility to seek legal assistance, as provided in Article 4(1)(d) of the Dublin regulation. Under Cypriot law¹⁷ the transfer can be challenged before the International Protection Administrative Court within 15 days from the date that they were notified of the transfer decision.

11. What are the minor's rights during the period necessary to determine the responsibility?

Throughout the procedure, the minor is entitled to be represented by a guardian before the Cypriot authorities. The minor can remain in Cyprus either until they are transferred to the Member State under the Dublin regulation or until they receive a decision on their application for international protection if Cyprus is the responsible Member State. During this time, the minor is entitled to:

¹⁵ Article 12(A) (2) (h) of the Founding of the Administrative Court for International Protection Law

¹⁶ CJEU, judgment of 1 August 2022, *I, S v Staatssecretaris van Justitie en Veiligheid*, C-19/21, ECLI:EU:C:2022:605. Summary available in the EUAA Case Law Database

¹⁷ Article 12(A) (1) of the Founding of the Administrative Court for International Protection Law

- Reception, food, and accommodation.
- Medical assistance, essential therapies, and emergency medical care.
- Attend school.
- Provide information about their personal situation and family in other Member States orally and/or in writing in their mother tongue or a language that they speak and understand.
- Receive information from their guardian and Cypriot authorities about procedures relevant to the Dublin regulation and their application for international protection.
- Express their views and opinions on any aspect of the procedures involving them.
- Contact their guardian, Cypriot authorities, and European/international organisations to request help and support throughout the procedures.

12. Who can I turn to for help?

For all matters relating to the Dublin regulation and its relevance to a minor under your guardianship, you can contact¹⁸ the Dublin Unit at:

Dublin Unit, Asylum Service

*70 Arch. Makarios III Avenue, Afemia House, 1077
Nicosia*

Tel: (+357) 22308500/503

Fax: (+357) 22302310

Email: dublinoffice@asylum.moi.gov.cy

Other useful contacts include:

UNHCR Cyprus

*Corner of Prodromou & Demetracopoulou, 1090
Nicosia*

Tel: (+357) 22359057

Fax: (+357) 22359037

Email: cypni@unhcr.org

Cyprus Police (Office of Combating Trafficking in Human Beings)

Tel: + 357 22 808 063 / 064 / 2801460 (24 hours)

Fax: (+357) 22359037

Email: deptc.oocthb@police.gov.cy

13. What will happen to the minor's personal information?

The authorities of the Member States may exchange information provided during the Dublin procedure solely to determine the Member State responsible for examining the minor's application for international protection and to ensure the minor's best interests.

¹⁸ Please note that only you can contact the Dublin Unit on behalf of the minor. Dublin Unit personnel will not have any direct contact with the minor except in the context of a Dublin interview.

Through the guardian, the minor has the right to access:

- Information concerning them, and request that this data be corrected if inaccurate or false, or that it is deleted if processed unlawfully.
- Information explaining how to request that this data can be corrected or deleted.

It is important to note that none of the minor's personal data will be disclosed to the authorities of the country of origin, nor will you be asked to contact them to collect information about the minor or their family.



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CONSENT

I, _____, with date of birth _____, from _____, give my consent to the Cypriot Dublin Unit to use all necessary information, medical reports and other documents for the purposes of implementing the Dublin Regulation (Regulation EE No. 604/2013). In particular, I give my consent to reunite with my _____, _____ (name) in _____ (country). The above text was translated to me orally in my mother language by the interpreter of the Asylum Service and I understood the content of it.

Signature of Mr/Ms. _____ : _____

Signature of Interpreter Mr/Ms. _____ : _____

Signature of Social Welfare Officer: Mr/Ms. _____ : _____

<p>Sisters</p>	<p>UAM</p>	<p>Brothers</p>
<p>Aunt(s)/Uncle(s) Maternal</p>	<p>Father</p>	<p>Aunt(s)/Uncle(s) Paternal</p>
<p>Cousins (Maternal side)</p>	<p>Mother</p>	<p>Cousins (Paternal side)</p>
	<p>Grandmother Maternal Paternal</p>	
	<p>Grandfather Maternal Paternal</p>	