

## Chapter 52

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### 52. Documentation and consular access

#### Consular access

Where a person detained under Immigration Act powers has been recognised as a refugee elsewhere or has a pending application for asylum in the UK, do **not** notify his High Commission or consular representative of his detention except at his express request.

#### Documentation

- ◆ When a possible offender is located, his passport should be obtained at the earliest possible opportunity. In the absence of a passport try to locate and secure any other documentary evidence of identity/nationality. A full bio-data Interview should be conducted.
- ◆ Immigration Enforcement staff retain full responsibility for establishing the identity and nationality of the person, fingerprinting and photographing.

**Much of the rest of this instruction is under review. Guidance on re-documentation is available under modernising guidance/returns/documents for enforced removal**

#### 52.6 Withdrawal of fraudulent travel documents from circulation

A passport remains the property of the issuing state and the Home Office is required to forward any document withdrawn from its holder to the relevant authority unless there are strong reasons for not doing so for example, when to do so would identify an asylum claimant or where it is required as evidence for a prosecution.

All UK passports and Home Office travel documents found to be counterfeit, forged or improperly obtained should be impounded. This includes unaltered and otherwise genuine British passports and Home Office Travel Documents presented by impostors. Such documents are the property of Her Majesty's Government and an Immigration Officer is authorised to impound them on behalf of the issuing authority.

A clear audit trail of all documents must be maintained. Local registers of such documents should be kept showing full details of withdrawal, retention and disposal. Holders should be advised that the document will be forwarded to the issuing authority. Reports should confirm that this advice has been given.