



## RESPONSES TO INFORMATION REQUESTS (RIRs)

22 December 2005

### NGA100543.E

Nigeria: Procedures followed by the Nigeria High Commission in Ottawa when issuing Emergency Travel Certificates  
Research Directorate, Immigration and Refugee Board of Canada, Ottawa

The Website of the Nigeria High Commission in Ottawa lists the following documents that an individual must provide when applying for an Emergency Travel Certificate (ETC):

- Police report on loss of passport in Canada (if applicable);
- Police report of non-criminality in Canada (except for minors);
- Application letter detailing need for an ETC;
- Photocopy of birth certificate or sworn affidavit of age (age declaration);
- Photocopy of lost passport (if any) or any documentation from Nigeria;
- Photocopy of flight ticket (destination for Nigeria only);
- Two (2) passport size photographs endorsed on the back;
- A non-refundable processing fee of CAN\$70.00, payable by money order or certified cheque to the Nigeria High Commission, Ottawa;
- A self-addressed Priority Courier envelope (Nigeria n.d.).

The Website also advises that the applicant may be asked to attend an interview at the high commission before an ETC may be issued, and that the ETC is valid only for a single trip to Nigeria and must be handed to Nigerian Immigration officials at the point of entry (ibid.).

A minister at the Nigeria High Commission in Ottawa explained in correspondence to the Research Directorate that in addition to meeting the requirements listed on its Website, applicants must undergo background checks conducted by the High Commission, for an ETC (20 Dec. 2005). The minister said that a background check may involve a personal interview with the applicant which would be requested by a consular officer (Nigeria 20 Dec. 2005).

If an applicant has applied for an ETC but has no identification documents, the high commission will request other documents or information to confirm nationality (ibid.). According to the minister, an ETC will not be issued unless nationality is confirmed (ibid.).

The minister explained that an ETC is usually issued to a Nigerian citizen who, while visiting abroad, needs to return home quickly but has lost their passport, or when a Nigerian citizen is subject to deportation but does not possess a valid passport (ibid.). As well, an ETC may be issued as a form of identification in lieu of a passport as long as the individual has legal status in Canada (ibid.). According to the minister, "the purpose for which an ETC is issued is usually indicated on the document for clarification" (ibid.).

This Response was prepared after researching publicly accessible information currently available to the Research Directorate within time constraints. This Response is not, and does not purport to be, conclusive as to the merit of any particular claim for refugee protection.

### References

Nigeria. 20 December 2005. Nigeria High Commission, Ottawa. Correspondence from a minister.

\_\_\_\_\_. N.d. Nigeria High Commission, Ottawa. "Miscellaneous Services: Requirements for Emergency Travel Certificate (ETC)."  
<[http://www.nigeriahcottawa.com/consular/miscellaneous\\_services.htm](http://www.nigeriahcottawa.com/consular/miscellaneous_services.htm)> [Accessed 6 Sept. 2005]

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