



English



Reintegration assistance

Explanation of the IOM payment modalities

- The **financial reintegration assistance** (CHF 1'000 / 500) will be paid in **cash** at the airport as you're leaving Switzerland or after your return. In order to receive this assistance, you do not have to provide written invoices/receipts, but you do have to **confirm receipt** of the money with your **signature**.
- The **in-kind reintegration assistance** (maximum CHF 5'000) is intended for a **project**. In order to receive this assistance, you must provide **written evidence** after your return (e.g. invoice, cost offer, rental contract, etc.). The same applies to **medical assistance**.
- Please contact the IOM office **shortly after your return**.
- The **employees of the IOM office or the partner organization** are responsible for the organization and payment of the return assistance. They will support you in the reintegration process and answer your questions.
- It is important that you **collaborate with** IOM or the partner organization, otherwise the support will not be provided, and may be terminated.
- Please present an **ID** (passport / identity card) to confirm your identity. Payments can only be made to persons with **legal residence status**.
- Payments are made **in local currency, never in CHF**.
- **Exchange rates:** For the **CHF => USD** conversion, the exchange rate of the **Swiss Federal Finance Administration in the year of departure** applies. For the conversion **USD => national currency**, the **IOM exchange rate** of the month in which the payment is made applies (this does not correspond to the customary daily exchange rate).
- **In-kind reintegration assistance (project) and medical assistance are paid as follows:**
 - The **project** or **medical assistance** must be approved by the State Secretariat for Migration (SEM) via IOM.
 - **Project changes** must also be approved by the SEM.
 - If you are opening a **business**, it should be **officially registered**. Please provide a copy of your business license.
 - Any payment or disbursement must be approved by the SEM. You may need to submit one or more **quotes** for specific costs.
 - Payment for the **project** will be made in **several installments**.
 - IOM or the partner organization will not make the payment to you, but **directly to the suppliers, service providers, owners, doctors and pharmacies**. Please note that it may take **several days or weeks (depending on the country)** for the payment to be executed.
 - **If direct payment is not possible**, the money will be paid to you upon presentation of invoices / receipts. **Only in this case cash payment is possible**.

I understand the IOM payment procedures:

Date: _____

Signature of the beneficiary: _____