

Reintegration Assistance

Explanation of IOM Modalities of Payment

- You have to contact the IOM office within **three months** after return.
- You have to prove your **identity** (with passport/ID documents).
- Payments can only be done to persons with **legal status** in the countries of return (please note that you might need a residence and work permit if you return to a third country).
- Please note that if you are setting up a business, your business should be **legal and legally registered** and you should give a copy of the license to IOM.
- You have to **cooperate with IOM staff** in the realization of your reintegration project.
- Reintegration assistance can be given only **within one year after return** (except with special authorization from the State Secretariat for Migration (SEM)).
- **Changes of reintegration projects have to be authorized** before any payment can be done.
- The amount mentioned in the agreement is a **maximum amount**. If you use less than this amount for your reintegration project approved by the SEM or donor, only the amount that you have spent and that can be proved with receipts will be reimbursed to you.
- Payments are done in **various instalments** for the implementation of your reintegration project that has been approved by the SEM or donor.
- Payment of reintegration assistance occurs preferably **directly to the providers/ suppliers/ landlord physicians or pharmacies** depending on the type of reintegration assistance granted.
- If a direct payment is not possible, you will have to **present the invoices/ receipts** related to the expenditures for your project and **you will be reimbursed**.
- **PAYMENT NEVER OCCURS IN CASH.**
- The payment is usually done in **local currency, never in CHF**.
- The amount of reintegration assistance in USD is determined by the SEM on an annual basis.
- The **IOM exchange rate** of the month in which the payment takes place will be used for the conversion USD => local currency (it mostly differs from usual bank exchange rates of the day!).

Communication

- **Before return:** No direct communication with the IOM office in the country of return; your main counterpart in Switzerland is the return counsellor.
- **After return:** The local IOM office will answer your questions and help you with the project implementation (not the return counsellor in Switzerland); hence, your counterpart is the local IOM staff.