



DOCUMENT EXAMINATION REPORT

VAF NO:		DATE OF APPLICATION:	
DOCUMENT NAME:			
DOCUMENT NATIONALITY:		DOCUMENT BIRTH DETAILS:	
DOCUMENT NUMBER:		ISSUED ON:	AT:

Report copied to ECM, RAU, and NDFU

1. It was found:

- to be as issued.
- to contain a substituted photograph/image.
- to contain (a) page(s) not original to the document.
- to contain altered/added details.
- to contain (an) altered visa(s) / counterfeit visa(s).
- to contain (an) altered stamp(s) / counterfeit stamp(s).
- to be counterfeit.
- to be a stolen blank.
- to have been fraudulently obtained.
- to be a pseudo passport.
- to have been mutilated.

2. As a result:

- I conclude that the document is genuine.
- The document should not be relied upon as evidence of nationality or identity.
- I am unable to conclude on the authenticity of the document.

3. Additional information: (Examining officer must note down findings to justify conclusion)

Disposal of document : [RAU]

Signed : _____ **Name and grade:** _____ **Date:** _____

Reviewed by: [name of ECM] _____ **Date:** _____



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GUIDANCE WORDINGS & USEFUL PHRASES

Counterfeit:

1. The document is without the expected watermark/ security thread/ random fibres
2. The document is not of the expected size/ colour/ appearance
3. The edges and corners in the document have been unevenly cut
4. The document exhibits an unexpectedly bright reaction when exposed to Ultra Violet light
5. The background printing/ overprint in the document is not of the expected quality
6. The document does not contain the expected intaglio ink/ extra small print/ optically variable ink
7. The document does not contain the expected Ultra Violet reactive safeguards
8. The document serial number has not been printed/ perforated by the expected process
9. The document contains spelling and accentual errors

Substituted Page:

1. The internal pages of the document are misaligned with each other/ the covers/ endpapers
2. The document does not contain the expected secure centre stitching
3. The stitch holes in the centre of the document are damaged/ enlarged/ vacant
4. There is evidence of wrinkling to the endpapers suggesting they have been split from the covers
5. The document serial number on page A does not match the one on all other pages/ has been altered
6. The page number on page B has been altered by abrasion
7. Page C of the document is without the expected watermark/ security thread etc (see above checklist)
8. The background printing/ overprint on page D is not of the expected quality
9. Page E of the document has been removed

Substituted Photograph/ Image:

1. The area around/ behind the holder's photograph shows signs of damage to the paper/ printing
2. The authenticating seal over the holder's photograph is counterfeit
3. The section of the authenticating seal over the holder's photograph is not of the expected quality/ misaligned with the section on the page/ misaligned with the impression on the reverse of the page
4. There is evidence of a second laminate on the biographical data page which is not expected
5. Cut marks in the laminate can be seen around the outer edges of the holder's photograph
6. Air pockets can be seen between the laminate and the holder's photograph
7. The corners/ edges of the laminate have been unevenly cut
8. The visible/ covert laminate safeguards are degraded/ misaligned/ broken/ absent
9. The holder's image/ personal details have been abraded/ altered

Altered Details:

1. The holder's date of birth/ height/ name has been altered by abrasion
2. The issue/ expiry date of the document has been altered by abrasion
3. The document serial/ page number has been altered by abrasion
4. The details of the holder's children have been unlawfully added/ removed



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Stamps/ Visas:

1. The stamp/ visa/ residence permit on page F is not of the expected size/ quality/ layout
2. The visa on page G does not contain the expected intaglio ink/ extra small print
3. The visa on page H is recognised as one of a batch stolen blank prior to issue
4. The holder's image in the visa on page I has been abraded and substituted

Version 3