

Agent Guide to the Vanuatu Development Support Program (DSP) Application Process

1. Introduction

The Vanuatu DSP Application Process is not complicated, but requires a little explanation and guidance.

The guiding principles of the DSP are set out in Vanuatu Government Regulation Order No 33 of 23 April 2019, under the Citizenship Act (CAP112).

As the Regulation Order is not exhaustive in its framing of the Program particulars, there are some circumstances of applicants.

However, the application process in general adheres to the following three components:

Stage One: An initial Due Diligence, carried out by the Vanuatu “Financial Intelligence Unit” (FIU), leading to the issue of a letter of acceptance (essentially, an “Approval in Principle”).

Stage Two: A second administrative process to ensure that the Vanuatu Government has all the documents required to complete the Citizenship process. This includes the clearing of funds in Vanuatu via the National Bank of Vanuatu.

Stage Three: Production of Citizenship Certificate, Passport and the arrangement of a mandatory Citizenship Ceremony.

2. Application Process

Stage One

Stage One due diligence is carried out by the Vanuatu Financial Intelligence Unit (FIU) and is therefore often referred to as the “FIU stage”. The process is relatively fast – normally seven to ten days. It results in a letter being produced – sample attached (**FIU Sample Report**).

- The Due Diligence Fee of US\$5,000 (non-refundable) needs to be submitted with the Stage One documents as listed in the **DSP Citizenship Nomination Check List**.

For **Stage One** (FIU Pre-Approval), the requirement is to provide:

- **DSP Nomination Form (Principal/Spouse/Dependent) Part 1** (signed)
- Passport copy (picture page) – certified/notarized copy
- Police No Criminal Report – certified/notarized translation to English from both country of origin and country of primary residence. Required for all applicants over 18 years (consult with VIMB for any non-availability).
- CV/Personal Profile Summary for Principal and Spouse.

Stage Two

Once the FIU has issued the approval letter, the remaining documents can be collated and submitted, with agent referring to the relevant check list. Namely:

- Completed, signed and witnessed DSP From **Part 2: Full Document Submission**
- ID Card or Driving License (certified)
- Medical Certificate
- Colour digital passport photo (jpeg or PDF)
- Assets Report (signed by Principal, certified copy)
- Employment / Self Employment / Retired Certification (certified),
- Bank Reference letter (certified),
- 6 months bank statements (certified)
- Professional References,
- Academic Certificate (if applicable)
- Marriage Certificate
- Proof of Address (certified)

The Vanuatu Citizenship Commission sits twice a month, and so the speed of processing of an application after FIU clearance depends on how near to the next Citizenship Committee meeting the full documentation is submitted.

3. Payment

The full fee needs to be remitted at time of submission of Step Two documents. This fully refundable if for any reason the application does not pass the Citizenship Committee. A refund guarantee can be put in place between client and VIMB if the client requires.

All funds are processed via VIMB's Singapore account – this is so that VIMB can assume responsibility for the funds, in a “first world” banking environment, for onward transmission to Vanuatu. We have a good working relationship with the Vanuatu National Bank, so it is helpful that we manage the process for bringing the funds on-shore in Vanuatu, clearing them and onward remitting into the Government bank account.

It is a Government requirement that **at least** the Government stipulated minimum selling price is received in full into Vanuatu – and this has to be proved by us before the Citizenship Certificate can be released.

4. Other Documentation

The **Vanuatu Passport Application Form** also needs to be completed during the application process. Try to collect this at **Stage One or Two** if possible – as it is one less thing to “chase “ later on in the process.

There is a full set of “sample” fictitious documents for reference to be found in a One Drive link which you will be provided with, called “VIMP Sample – Jane Citizen”.

The sample show how the various documents should look, and the required level of detail (for example, for the medical report).

5. Concluding Remarks

We do understand that not everyone can complete the application process exactly as it is set out in the DSP Form as there are many individual variables due to Nationality, age, background etc. Our agents are expected to use a certain amount of judgement and own pre-screening regarding the individual's suitability for the Program and to liaise with us for any problem areas. Typical challenges include:

- No birth certificate: Some countries do not provide, but sufficient detail can often be obtained from their National ID Document.
- Asset Proof – there can be a certain degree of “self-certification” here. The example of this can be found in the Drop Box folder of sample documents.
- Employment Certification – where the individual is a business owner, this may not be possible to provide, but that will be clear from the individual's own CV/Personal Profile Summary.
- Police Clearance Certificate – where the individual is unable to travel to their country of origin.

It is advisable to liaise closely with VIMB during the application process – which we will drive on the Government side, and help to manage any aspects that are the cause of any uncertainty for the applicant.

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VIMB

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