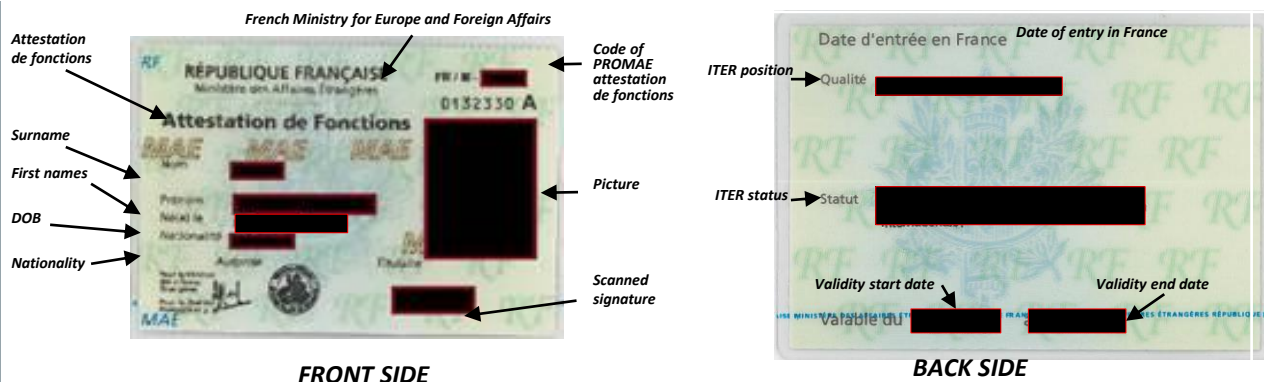


FRENCH “ATTESTATION DE FONCTIONS” (code « AR » or « FR »)

**Official cards called “Attestations de Fonctions”
are delivered by the French Ministry of Foreign Affairs to French ITER members or
ITER members who were resident in France before their IO employment.**



- The first card is usually valid for 3 years. The Welcome Office will assist you for the renewal process (around 1 month before the expiry date). Note however that holding a valid card is the holder's personal responsibility. Renewed cards are for 5 years (validity may be shorter if passports have shorter validity).
- All holders shall return their permit at the end of the employment contract of the ITER member or when they are no more entitled to it (divorce, departure from France...).

**This card IS NOT an Identity card nor a Resident permit.
You must carry your passport or ID with you at all times to prove your identity
(and a valid residence permit for non-EU nationals).**

PROTOCOL CARD:

It is a protocol card, showing you are employed by an International Organization in France and enjoy the privileges and immunities (P&I) provided for by the Headquarters Agreement signed between the ITER Organization and France. For further information on those P&I, please check the [ITER website](#).

Keep in mind that “the purpose of such privileges and immunities is not to benefit individuals but to ensure the efficient performance of functions by consular posts on behalf of their respective States” (Preamble of the Vienna Convention on Consular Relations 1963)

The personal information provided to the Agence ITER France (AIF) is stored in an electronic file and may be forwarded to the French Administration and/or the AIF's partner Relocation Company within the framework of the administrative assistance offered to the staff of the ITER Organization. This information will be kept in our files for 5 years after the end of your ITER contract. In accordance with Law 78-17 of January 6, 1978 amended by Law 2018-493 of June 20, 2018 relative to the personal data which implements Regulation on the Directive 95/46/EC (General Data Protection Regulation), you have the right to access and rectify your personal information by contacting the AIF.

FRENCH “ATTESTATION DE FONCTIONS”

***Official cards called “Attestations de Fonctions”
are delivered by the French Ministry of Foreign Affairs to French ITER members or
ITER members who were resident in France before their IO employment.***

REQUIRED DOCUMENTS FOR THE ATTESTATION DE FONCTIONS APPLICATION:

- 3 passport photos
- 1 copy of passport (or identity card for EU members)
- 1 copy of your valid “titre de séjour préfectoral” (for non EU citizens)

The Welcome Office will fill in the specific forms and will inform you when we receive the French Attestation de Fonctions.

It takes on average 4 weeks to get it.

VALIDITY & ELIGIBILITY:

- The first card is usually valid for 3 years. The Welcome Office will assist you for the renewal process (around 1 month before the expiry date). Note however that holding a valid card is the holder’s personal responsibility. Renewed cards are for 5 years (validity may be shorter if passports have shorter validity).
- All holders shall return their permit at the end of the employment contract of the ITER member or when they are no more entitled to it (divorce, departure from France...).

CHANGE ON THE PROTOCOL CARD :

- If your address changes, please provide us with a **new proof of residence** and the **date of the move**, as we need to inform the Ministry (even if the address does not appear on the card).
- In case of change of name, status, nationality, ITER grade... you need to contact the Welcome Office so that the card may be updated.
- In case of loss, please contact the Welcome Office for a duplicate (you will have to make a loss declaration at the Police/Gendarmerie station).