

Get civil status documents / General procedure for obtaining national ID / Obtain new NID

6 | Provide data entry

Contact details



Entity in charge
National ID department
Baghdad



Unit in charge
Data entry station
Fri: closed
Sat: closed



Person in charge
Data entry employee

Expected results

1. Case number

Requirements

1. Stamped and signed NID request form (original)
2. ID (original)
3. Certificate of nationality (original)
4. Residence card (original)

Time frame

Time spent at the counter is per one person.

Waiting time in queue: Max. 55mn

Attention at counter: Min. 10mn - Max. 15mn

Additional information

- In case the certificate of nationality is not available, the citizen shall bring the certificate of nationality of his father or brother along with ID to prove his Iraqi nationality.
- In case the biometric information can not be obtained, then the case is raised to the director of department.
- The citizen must attend the registration department in order to check his data with the origin of the civil status register and collect the Biometric data (face, iris and fingerprints).

Recourse: National ID department



مدير الدائرة



Entity in charge

National ID department

Baghdad

Unit in charge

**Director of NID department
office**

Person in charge

Director of NID department



Entity in charge:

Certified by:

Date/Signature:

وزارة الداخلية / مديرية احوال الموصل
مديرية شؤون البطاقات الوطنية
اللواء جتوني نسيات ابراهيم جفاج
٢٥ تشرين الثاني ٢٠١٨
/ حنيف