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## Glossary

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### Guide to Immigration jargon, acronyms and forms

#### **Assistant Immigration Officer (AIO)**

Old post title now replaced by Border Force Assistant Officer.

Asylum Intake Unit (AIU)

Lunar House; the Home Office building in Croydon where asylum claims can be made.

#### **Asylum Seeker**

A person who is claiming protection in the UK under the Refugee Convention or Article 3 of the European Convention on Human Rights.

#### **Asylum Support**

Money and accommodation which can be provided to someone awaiting the outcome of an asylum application if they would otherwise be destitute. Asylum support is administered by the Home Office. Sometimes called 'NASS support'.

#### **Azure Card**

A prepayment card provided to those in receipt of s4 or 'Hard Cases' asylum support. The card can be used to purchase goods from designated retailers.

#### **Border Force**

Also known as UK Border Force, the unit which is responsible for the policing of UK borders at ports.

#### **Border Force Assistant Officer (BFAO)**

Will assist a Border Force Officer. This is a new title, they were formally known as an Assistant Immigration Officer (AIO).

#### **Border Force Officer (BFO)**

Above Border Force Assistant Officer in rank. This is a new title, they were formally known as an Immigration Officer (IO).

#### **Border Force Higher Officer (BFHO)**

Above Border Force Officer in rank and is able to grant immigration bail. This is a new title, they were formally known as a Chief Immigration Officer (CIO). Can grant immigration bail.

**Border Force Senior Officer (BFSO)**

Above Border Force Higher Officer in rank. This is a new title, they were formally known as Her Majesty’s Inspector (HMI) or Immigration Inspector.

**Chief Immigration Officer (CIO)**

Old post title now replaced by Border Force Higher Officer.

**Conveyance**

Most immigration forms or letters sent to a prison come with a conveyance form, essentially a receipt, for completion by the officer who serves the form/letter on the FNP.

**Criminal Casework**

A section of the Immigration Enforcement unit at the Home Office with responsibility for processing deportation cases. Previously known as the Criminal Casework Directorate (CCD)

**Detention Escort and Population Management Unit (DEPMU)**

Section of the Immigration Enforcement unit responsible for determining whether deportation cases should be detained in prison or in Immigration Removal Centres.

**Deportation Order (DO)**

An order requiring the deportation of a person from the UK and prohibiting his/ her return while it remains in force.

**Discretionary Leave**

Permission to stay in the UK outside of the Immigration Rules when, in certain circumstances, removal would breach a person’s human rights or there are exceptional circumstances.

**Entry Clearance**

Permission to enter the UK a visa

**Entry Clearance Officer (ECO)**

Staff who determine applications for entry clearance, most of whom are based at UK embassies abroad.

**European Convention on Human Rights (ECHR)**

International treaty of which the UK is a signatory which sets out minimum standards of human rights which signatories must ensure are applied to all persons within their jurisdiction. The body which enforces the Convention is the European Court of Human Rights (ECtHR).

**First Tier Tribunal (FTT-IAC)**

First tier of the immigration tribunal system. Hears appeals at first instance. Further appeals may be made to the Upper Tribunal. The Immigration and Asylum Chamber (IAC) hears appeals against immigration and asylum decisions and also hears bail applications.

**Human Rights Act (HRA)**

A UK statute which transposes the European Convention of Human Rights into UK law so that its provisions can be relied upon in UK courts.

**Humanitarian Protection**

Leave granted for protection reasons when removal would breach Articles 2 or 3 of the European Convention on Human Rights as long as the person is not excluded from its provisions

**IAFT1**

In country appeal form

**ICD1070EEA**

Immigration letter for notice of decision to make a deportation order for an EEA national.

**ICD1100**

General communication letter from Immigration

**ICD1104EEA**

Immigration letter for deportation order for EEA national.

**ICD1913**

Reasons for detention (deportation cases)

**ICD1914EEA**

Immigration letter with reasons for deportation for an EEA national. Served with ICD1070EEA.

**ICD350**

Immigration letter setting out liability for deportation and a questionnaire for completion.

**ICD3066**

Disclaimer to be completed if an FNP with an in-country right of appeal wishes to disclaim or discontinue their appeal and leave the UK.

**ICD3808**

Immigration letter for notice of decision.

**ICD3813**

Immigration letter for deportation order for a non-EEA national.

**ICD4348**

Immigration form disclaimer to state wish to be removed/ deported under ERS

**Illegal Entrant**

A person who seeking to enter or has entered the UK in breach of a deportation order or of the immigration rules. An illegal entrant may have entered the UK clandestinely avoiding border controls or using deception, or entered in breach of a deportation order

**Immigration Compliance and Enforcement (ICE) Teams**

Previously known as Local Immigration Teams (LITs). Part of Immigration Enforcement, community based teams responsible for monitoring and enforcement of in-country immigration control in different areas of the UK.

**Immigration Enforcement**

A unit within the Home Office dealing with the removal and deportation of migrants. Sometimes abbreviated to HOIE (Home Office Immigration Enforcement)  
Immigration Inspector  
Old post title now replaced by Border Force Senior Officer.

**Immigration Judge**

Judicial Officer who hears appeals against the decisions of Immigration Officers, Home Office and Entry Clearance Officers. Empowered to grant immigration bail.

**Immigration Officer (IO)**

Old post title now replaced by Border Force Officer.

**Immigration Removal Centre (IRC)**

Secure centres where migrants are detained for the purpose of removal from the UK.

**In-country applicant**

A person who applies for permission to remain in the UK (including asylum) at a place other than a port.

**Indefinite Leave to Enter (ILE) and Indefinite Leave to Remain (ILR)**

Permission to stay in the UK without restrictions. Also referred to as settlement.

**IS87**

Immigration form for out of country appeal.

**IS91**

Form issued by Immigration Enforcement to prison authorities authorising detention under Immigration Act powers.

**IS91R**

Immigration form given to detainees giving reasons for detention (non-deportation cases).

**IS91RA**

Risk assessment form for detainees.

**IS92**

Notification of flight (port of arrival removals).

**IS96**

Immigration Service form issued to persons granted Temporary Admission. Will show what conditions, if any, person is subject to.

**IS151F**

Immigration Service monthly progress form given to immigration detainees.

**ISE303**

Form accompanying ISE312 for completion and return by the serving officer to confirm ISE312 has been served.

**ISE312**

Notification of flight. Must be served a minimum of 3 days before flight (5 days in some cases).

**Leave to Enter**

Permission given at a port to enter the UK or given in-country where the person was in the UK unlawfully. May be indefinite (see ILE above) or time bound.

**Leave to remain**

Permission to stay in the UK following an in-country application from someone who is not in the UK unlawfully. May be indefinite (see ILR above) or time bound.

**Management of Detained Cases Unit (MODCU)**

Section of Immigration Enforcement with responsibility for long-term detentions. Responsible for issuing reviews of detention.

**National Asylum Support Service (NASS)**

A section of the Home Office which dealt with asylum support, NASS was abolished and its functions subsumed back into UKVI. However, the term 'NASS support' is still sometimes used to mean asylum support.

**Overstayer**

A person given permission to stay in the UK for a limited period who has remained in the UK beyond that period without Home Office permission.

**Preliminary Information Form(PiF)**

See Statement of Evidence Form (SEF)

**Port**

A point of entry into the UK, e.g. Heathrow, Dover.

**Port Applicant**

A person who applied for leave to enter (including asylum) at port of entry. As distinct from in-country applicant.

**Presenting Officer (HOPO)**

Home Office civil servant who presents the Home Office’s case to an adjudicator or the Tribunal.

**Reasons for Refusal Letter (RFRL)**

Secretary of State’s decision refusing a person’s asylum and/ or ECHR claim or any other type of application.

**Refugee**

A refugee is a person who meets the definition of a person in need of international protection under the Refugee Convention. When the UK government recognises a person as a refugee they are usually given leave to enter or remain in the UK.

**Removal**

The process of removing a person liable to administrative removal or where a deportation order has been made.

**Removal Directions**

The notice of arrangements which have been made for a person’s removal, specifying the destination and the flight details.

**Screening Interview**

Initial interview for an asylum applicant that establishes their identity.

**Statement of Evidence Form (SEF) or Preliminary Information Form (PiF)**

Form filled out by some asylum applicants with the basis of their asylum claim. May be followed by an in-depth ‘SEF Interview’.

**Subject to Immigration Control**

Any person who needs leave to enter or remain in the UK. .

**Temporary Admission**

The alternative to being kept in immigration detention. Where a person who is liable to be detained is allowed into the UK but has not been granted formal leave to enter. Usually subject to conditions such as residing at a specified address, not taking employment, reporting to an immigration office etc.

**Temporary Release**

As in Temporary Admission, but granted by an immigration officer to a person who has been detained and is now being released.

**Travel Documents**

In detention and removal context, will usually refer either to a passport, or to other documents that need to be obtained from the authorities of the country to which a person is being removed to permit removal.

**Upper Tribunal (UT-IAC)**

Top tier of the tribunals system. Hears appeals from the First-Tier Tribunal and certain judicial reviews as well as, in certain cases, complex appeals at first instance. The immigration and Asylum Chamber (IAC) hears appeals against immigration decisions including a decision to deport.

**UK Border Agency (UKBA)**

A government agency that previously dealt with immigration, asylum and deportation. In March 2013 the Home Secretary announced that the UKBA was to be dissolved and that immigration functions would be brought back within the Home Office where they would be dealt with by one of two teams, either UK Visas and Immigration or Immigration Enforcement.