

DECREE OF THE PRESIDENT OF THE REPUBLIC OF BELARUS

No. 278 of September 4, 2023

**On the Procedure for Issuing Documents and Performing Actions**

To further improve the modalities of administrative procedures and to optimize the work of diplomatic missions and consular offices of the Republic of Belarus, I hereby decree:

1. That any applications for administrative procedures (Appendix 1) shall now be submitted to relevant competent authorities by the interested persons\* either in person or through their representatives on the basis of a power of attorney executed in the Republic of Belarus.

\* For the purposes of this Decree, an interested person shall mean a citizen of the Republic of Belarus that is the intended subject of an administrative procedure or a notarial action.

2.1. That the notarization or state registration (certification) of agreements on the alienation or pledge of immovable property, alienation of motor vehicles, trailers or self-propelled machines subject to state registration and state accounting, as well as other agreements or contracts on the alienation of property, shall be carried out only upon personal application of the interested person who is the owner of the property, or on the basis of a power of attorney executed in the Republic of Belarus;

2.2. That diplomatic agents of diplomatic missions of the Republic of Belarus and consular officials of consular offices of the Republic of Belarus shall have the right to perform the following notarial acts:

- to certify wills;
- to certify statements of consent or denial;
- to certify copies of documents or extracts from documents;
- to certify the authenticity of signatures on documents;
- to certify the accuracy of translation of documents from one language into another;
- to certify that a citizen is alive;
- to certify the presence of a citizen in a particular location;
- to certify the true likeness of a citizen's identity with the person depicted in a photo;
- to certify the time of presentation of documents;
- to issue duplicates of notarial documents if copies thereof are kept in diplomatic missions and consular offices of the Republic of Belarus;
- to certify powers of attorney of interested persons who are employees of diplomatic missions, consular offices or trade missions of the Republic of Belarus, representatives of government bodies or members of their families, or other persons designated by the Council of Ministers of the Republic of Belarus, as well as to revoke such powers of attorney.

3. To amend the decrees of the President of the Republic of Belarus (Appendix 2).

4. All applications made by interested persons before the date of the entry into force of this Decree shall be processed in accordance with the procedures that were in place before the date of the entry into force of this Decree.

5. The Council of Ministers of the Republic of Belarus shall, within three months, ensure that other regulatory legal acts are brought into compliance with this Decree, and take other measures to implement it.

6. This Decree shall enter into force after its official publication.

**President of the Republic of Belarus**

**A.Lukashenko**

Appendix 1  
to Decree of the President  
of the Republic of Belarus  
No. 278 of 04.09.2023

**THE LIST  
of Administrative Procedures**

1. Issuance of decisions authorizing the alienation of residential premises or share(s) in the right of ownership of such premises acquired using family capital, within 5 years from the date of state registration of ownership thereof (subitem 1.1.22 of item 1.1 on the List of administrative procedures performed by state bodies and other organizations upon requests from citizens, approved by the Decree of the President of the Republic of Belarus No. 200 of April 26, 2010 (hereinafter referred to as the List)).

2. Issuance of decisions on the assignment of family capital (item 2.46 on the List).

3. Issuance of decisions on the pre-term disposal of family capital (item 2.47 on the List).

4. Issuance of decisions on the disposal of family capital after the expiration of 18 years from the date of birth of the child whose birth (adoption) permitted the family to acquire the right to receive family capital (item 2.48 on the List).

5. Re-issuance of civil registration certificates (item 5.9 on the List), with the exception of death certificates.

6. Issuance of certificates containing information from civil status records (attesting to a new civil status record or to the absence of a marriage record), as well as notices of absence of a civil status record (item 5.14 on the List), with the exception of certificates containing information from death records.

7. Issuance of duplicates of academic certificates and appendices hereto, or training certificates (subitem 6.1.1 of item 6.1 on the List).

8. Registration of citizens of the Republic of Belarus, foreign citizens or stateless persons permanently residing in the Republic of Belarus at their place of permanent (temporary) residence (items 13.1 and 13.2 on the List).

9. Issuance of passes for priority entry to the territory of land border inspection checkpoints in the Republic of Belarus (item 14.6 on the List).

10. State registration of vehicles (excluding wheel-type tractors and tractor trailers or semi-trailers) (item 15.11 on the List).

11. Deregistration of vehicles (item 15.14 on the List).

12. Apostille of an official document drawn up in the Republic of Belarus when the relevant request is submitted by a person physically located in the Republic of Belarus (subitem 18.19.1 of item 18.19 on the List).

13. Legalization of an official document in the Republic of Belarus (item 18.20 on the List).

14. State registration of:

land plots (item 22.1 on the List);

residential buildings or isolated residential premises (item 22.2 on the List);

permanent structures, unfinished mothballed capital structures, isolated premises, or parking spaces (item 22.3 on the List);

operated permanent structures, operated isolated premises, or operated parking spaces (item 22.4 on the List).