

Electronic Procedure for the issuance of Laissez-Passer for a corpse

Notice

1. General information

Aiming at administrative simplification, the Federal Public Service of Health, Food Chain Safety and Environment is implementing a new procedure for the issuance of laissez-passer for a corpse.

The document (annex 1) is edited in 3 languages (french, dutch and english) and in color, and is based on the template of the Strasbourg Agreements signed by Belgium.

The applications, for the entire Belgium, are to be done from now on, through the Web, following the link : www.e-lpm.be
They can be done in the three languages mentioned above.

These applications are managed by the agents of Saniport who are present day and night at the Brussels - National Airport and whose signatures have been filed with the competent Consular Affairs.

The applications are processed as soon as possible given the other tasks of Saniport agents. These deadlines are compatible with the cultural and religious requirements of families.

It is therefore no longer possible to obtain a laissez-passer for a corpse from Federal Health Inspectors

The document could exceptionally be delivered at the airport, **only from 3:30 to 4:30 P.M. in the departure hall**, for the requests not done electronically. The Saniport staff will no longer leave the airport premises.

Saniport is unable to provide them a parking space and will not be able to help in case of problem with the traffic police, very active at the airport.

Equipment

The procedure allows the application and the delivery of a laissez-passer for a corpse, from any part of the national territory, day and night, from behind a computer.

It requests the following items :

- a computer connected to Internet to apply from the link www.e-lpm.be
- an electronic mail box where messages will be sent to acknowledge the application, and to confirm its validation.
- a good quality color scanner/printer: the death certificate, the medical certificate of non-communicable disease and the document for closure of the coffin, all requested by the Belgian law for the delivery of a laissez-passer for a corpse must be uploaded to allow their control.
- the same scanner/printer to print the document after downloading it by using the link www.e-lpm.be

Special cases

The Belgian legal frame has some specific cases:

Specific cases	LPM	Death certificate	Certificate of non communicable disease	Document of closure of the coffin	other
Benelux	-	-	-	-	
France	x	x	x	x	
Funerary urn	Requested by some embassies	x	x	x	
foetus ≤ 6 monts	x	-	x	x	certificate from the doctor who delivered the baby certifying that the fetus is less than 28 weeks. The name and surname of the mother should be mentioned and if possible, those of the father
Exhumation > 1 year	x	x	-	x	
Exhumation <1 year	x	x	x	x	

For the embassies requesting an 'original', the document will be issued by Saniport agents at the airport during the hours mentioned above.

Security

The data of the deceased introduced for the delivery of laissez-passer for a corpse are accessible only to the Saniport agents.

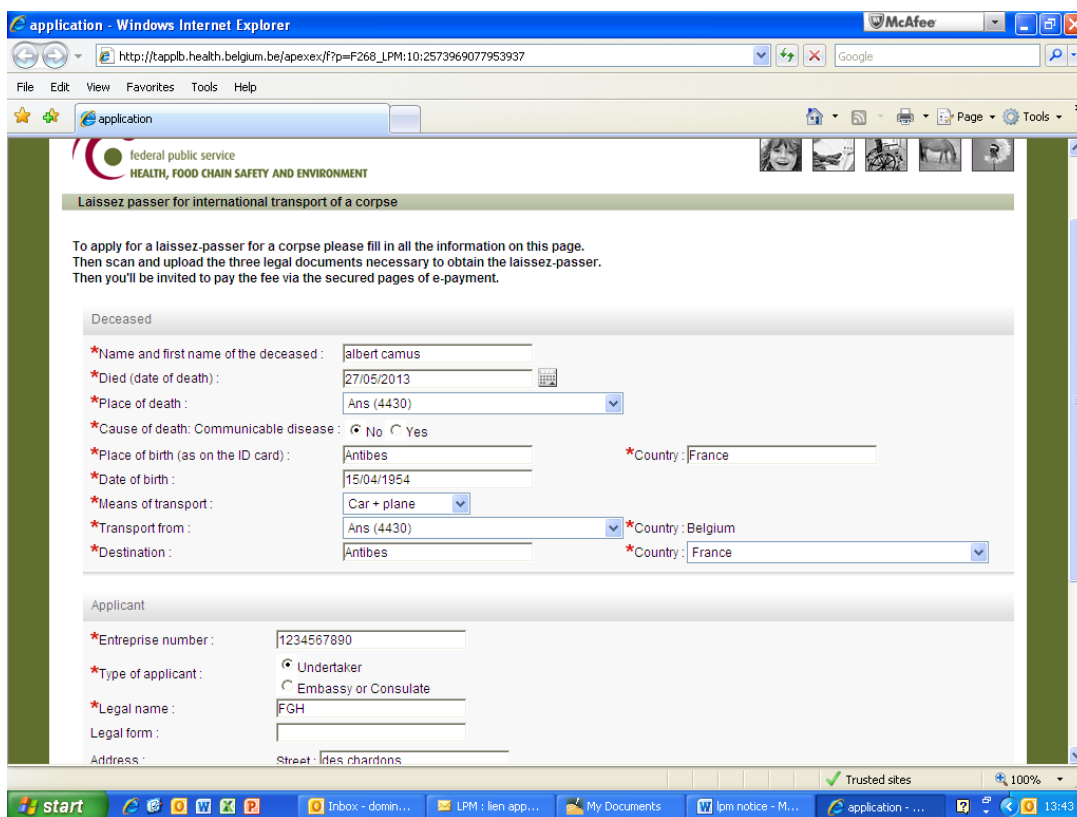
They can follow all the steps of the application and control up to where it has been introduced.

2. Application for a laissez-passer for a corpse

2.1. Data uploading

Connect yourself to the website www.e-lpm.be (through the link or through the FPS Public Health website).

You will be requested to upload the data of the deceased which must appear on the laissez-passer for a corpse. These data will be transferred automatically on the final document which will have a number specific to this request.



The screenshot shows a web browser window titled 'application - Windows Internet Explorer'. The address bar displays the URL: http://tapplb.health.belgium.be/apexex/f?p=F268_LPM:10:2573969077953937. The page header includes the logo of the federal public service and the text 'HEALTH, FOOD CHAIN SAFETY AND ENVIRONMENT'. The main heading is 'Laissez passer for international transport of a corpse'. Below this, there is a paragraph of instructions: 'To apply for a laissez-passer for a corpse please fill in all the information on this page. Then scan and upload the three legal documents necessary to obtain the laissez-passer. Then you'll be invited to pay the fee via the secured pages of e-payment.'

The form is divided into two sections: 'Deceased' and 'Applicant'.

Deceased section:

- *Name and first name of the deceased: albert camus
- *Died (date of death): 27/05/2013
- *Place of death: Ans (4430)
- *Cause of death: Communicable disease: ☒ No ☐ Yes
- *Place of birth (as on the ID card): Antibes
- *Date of birth: 15/04/1954
- *Country: France
- *Means of transport: Car + plane
- *Transport from: Ans (4430)
- *Country: Belgium
- *Destination: Antibes
- *Country: France

Applicant section:

- *Entreprise number: 1234567890
- *Type of applicant: ☒ Undertaker ☐ Embassy or Consulate
- *Legal name: FGH
- Legal form:
- Address: Street - lies chardons

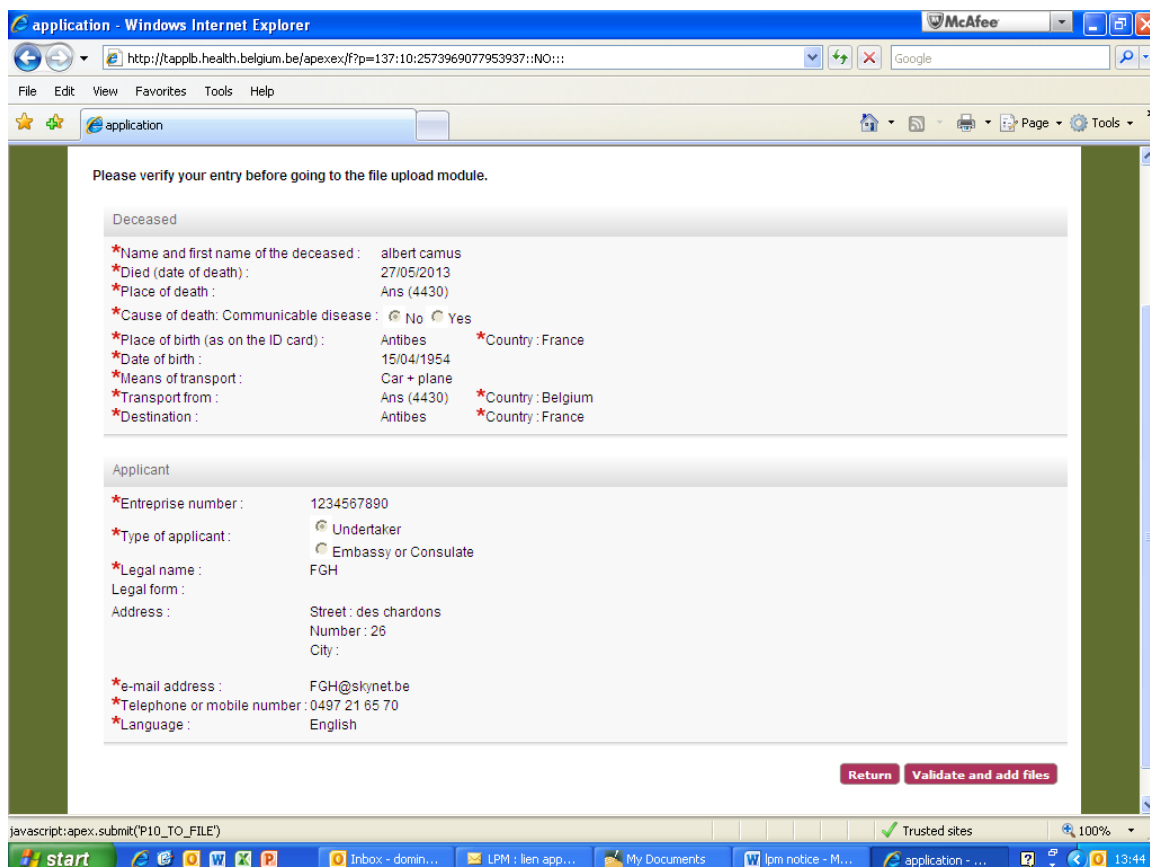
The bottom of the browser window shows the Windows taskbar with various open applications and the system clock displaying 13:43.

Then you will have to upload the data of your company/enterprise, for the management of your payments by our accountancy department. These data will be uploaded only once, with your first request. The system will identify you automatically for your next ones.

2.2. Checking of uploaded data

It is very important that you check the data you uploaded. Be aware that a non-validated application will have to be done again.

The following screens allow to check that you did not do any mistakes while uploading the data of the deceased. You have the possibility to go back for correction (name spelling, date).



application - Windows Internet Explorer

http://tapplb.health.belgium.be/apexex/?p=137:10:2573969077953937::NO:::

Please verify your entry before going to the file upload module.

Deceased

*Name and first name of the deceased :	albert camus		
*Died (date of death) :	27/05/2013		
*Place of death :	Ans (4430)		
*Cause of death: Communicable disease :	<input checked="" type="radio"/> No	<input type="radio"/> Yes	
*Place of birth (as on the ID card) :	Antibes	*Country :	France
*Date of birth :	15/04/1954		
*Means of transport :	Car + plane		
*Transport from :	Ans (4430)	*Country :	Belgium
*Destination :	Antibes	*Country :	France

Applicant

*Entreprise number :	1234567890		
*Type of applicant :	<input checked="" type="radio"/> Undertaker		
	<input type="radio"/> Embassy or Consulate		
*Legal name :	FGH		
Legal form :			
Address :	Street : des chardons		
	Number : 26		
	City :		
*e-mail address :	FGH@skynet.be		
*Telephone or mobile number :	0497 21 65 70		
*Language :	English		

Return Validate and add files

javascript:apex.submit('P10_TO_FILE')

Trusted sites 100%

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2.3. Uploading the legal documents

You are then asked to upload the 3 documents requested by the Belgian law for the delivery of a laissez-passer for a corpse.

LPM Upload files - Windows Internet Explorer

http://tapplb.health.belgium.be/apexex/f?p=137:13:2573969077953937::NO:::

File Edit View Favorites Tools Help

LPM Upload files

federal public service
HEALTH, FOOD CHAIN SAFETY AND ENVIRONMENT

Laissez passer for international transport of a corpse

Files upload

Dossier N° 2013-BE-FR-41583

Are legally valid, a certificate on non-communicable disease signed by a doctor and/or a copy of a model IIIC certificate mentioning 'non-communicable disease' signed by a doctor.
The certificate regarding the closure of the coffin, which confirms that criteria of the Strasbourg Agreement are met. **legally binds** the person signing (doctor, police, local administration representative) in case of disputes with insurance companies.

Please upload 3 following documents:

- *Upload death Certificate :
- *Upload medical certificate of non communicable disease
- *Upload document for closure of the coffin

And/or a specific file :

- *Specific case :

Files uploaded :

Please upload files

Done

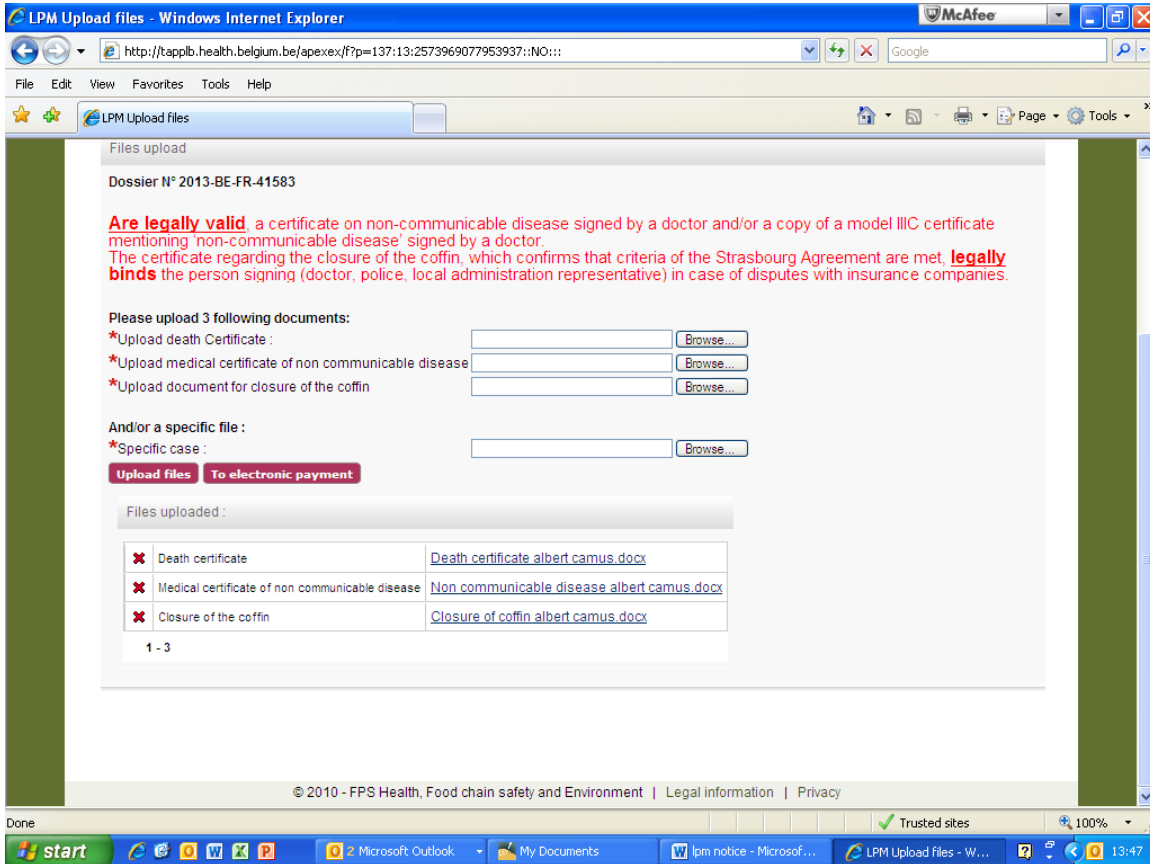
Trusted sites 100%

start Microsoft Outlook My Documents lpm notice - Microsof... LPM Upload files - W... 13:47

These documents are automatically attached to the specific numbered file linked to your request. This allows the Saniport agents to find your complete file in the system.

They allow you to visualize the documents that you have scanned to make sure they are readable, as only under this condition will your application be validated by Saniport agents.

In case they are not readable, it is possible to delete them and scan them again.



LPM Upload files - Windows Internet Explorer

http://tapplb.health.belgium.be/apexex/f?p=137:13:2573969077953937::NO:::

LPM Upload files

Files upload

Dossier N° 2013-BE-FR-41583

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Please upload 3 following documents:

- *Upload death Certificate :
- *Upload medical certificate of non communicable disease
- *Upload document for closure of the coffin

And/or a specific file :

- *Specific case :

Files uploaded :

✗ Death certificate	Death certificate albert camus.docx
✗ Medical certificate of non communicable disease	Non communicable disease albert camus.docx
✗ Closure of the coffin	Closure of coffin albert camus.docx

1 - 3

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Done

start Microsoft Outlook My Documents Lpm notice - Microsof... LPM Upload files - W... 13:47

3. Printing of the laissez-passer for a corpse

The Saniport agents have the obligation to enforce the current legislation in this matter. **The electronic system for application does not change anything regarding this enforcement.**

Their task is to control that the uploaded data are correct, that all the three documents have been scanned and that they are legally relevant, and the matching between the documents and the data of the deceased.

Every application meeting these criteria will be validated. You will receive in your e-mail box a message confirming the validation and inviting you to download and print the laissez-passer for a corpse through the link mentioned in the message.

All the funeral undertakers, the embassies, the hospitals, the practitioners associations and the public administrations have been informed about this new procedure and the document that you will print is from now on the only one delivered in Belgium.

We can only emphasize how important it is to follow the below mentioned recommendations in order to have a good quality document to submit to diplomatic representations for the final approval of export of the body.

Validation will not be granted to every application not meeting the criteria.

You will be informed in your e-mail box that validation has been refused and for which reason. You will be invited to introduce a proper application again.

4. Technical criteria

It is advised to use a recent printer-scanner machine