

Guide to Submitting Afghan Priority 1 (P-1) Referrals

P-1 Program Referral Purpose:

- For U.S. government officials to submit referrals for Afghans who are either:
 - Personally known to the official in a professional capacity and are at risk due to this relationship, or
 - A part of a specific group that is known to USG and at risk due to their membership in the group.
- P-1 referrals should not be submitted for Afghans that:
 - Qualify for the Afghan P-2 program based on their employment on/for a U.S. government-funded project
 - Qualify for the Special Immigrant Visa program

Not all individuals known to a USG official are eligible for P-1 – use this checklist to determine if an individual meets the P-1 program requirements:

1) Have you confirmed that the individual **does not** qualify for an SIV or a Priority 2 (P-2) referral?

YES

NO – If NO, do NOT submit a P-1 referral until you have confirmed that the individual does not qualify for an SIV or a Priority 2 (P-2) referral. If eligible for P-2, determine who is most appropriate to refer the individual to P-2.

2) Does the individual have imminent and compelling protection concerns?

YES

NO – If NO, do NOT submit a P-1 referral for the individual.

3) Do you (or the referrer on whose behalf you are submitting a referral) **personally** know the individual you wish to refer in a **professional capacity**? (i.e. you established a relationship with the individual through your professional U.S. government work relating to Afghanistan – your contact with the individual is/was based on a business purpose.)

Common examples that demonstrate eligibility:

- Civil society leaders
- Members of the former Afghan government
- Members of the former Afghan National Defense and Security Forces (ANDSF)
- USG program implementing partners (that are not eligible for P-2)

Common examples that do **not** demonstrate eligibility:

- Extended family members of an individual that had a working relationship with or supported USG
- A sub-contractor working for a USG-funded program that never personally worked with a USG official

YES

NO – If NO, proceed to Question 4 – the individual may be eligible for a group P-1 referral.

If you answered YES to all three questions above, copy/paste the below justification template directly into START's "Please explain your referral justification" field or attach as a PDF with all blanks filled in – do not delete questions. One referral template must be submitted for each Principal Applicant (PA). The PA's spouse and unmarried children under 21 years old may be included on each P-1 referral. **Please provide as much detail as possible in the justification.**

Justification for Afghan National Personally Known to Referrer:

1. I, [provide your name, position, office, and agency (or bureau if within the State Department)], am referring [PA name], to the USRAP P1 program.
2. a. I personally know this individual based on my work: [provide as much detail as possible about who the individual is, how you know them in a professional capacity, and why they have protection concerns].
3. I have sought permission to submit this referral on behalf of my agency from an SES/SFS member of my agency. That person is: [enter name and title of SES/SFS] and they approve of my referral submission.
4. I, and the aforementioned SES/SFS, understand that if there are questions about this individual, or the group they represent, the Department of State or Department of Homeland Security may consult us for additional information about this individual or the group they are a part of.

4) Is the Afghan national you wish to refer a member of a specific group known to the referring U.S. government agency/bureau?

Examples of acceptable specific groups include:

- USG scholarship recipients
- USG exchange program alumni
- Implementers of specific USG sub-awards/contracts
- Volunteers/interns of specific USG programs
- Members of specific units, divisions, or positions in the former Afghan government that supported the U.S. mission in Afghanistan

Examples of **unacceptable** specific groups include:

- All members of X ethnic minority group
- All women that worked for the former Afghan government
- Extended family members of X individual who worked at Embassy Kabul

YES

NO – If NO, do NOT submit a P-1 referral for the individual.

NOTE: An individual is not eligible for the P-1 program solely because they are an extended family member of another individual who had a professional relationship with the USG. Referrals will not be accepted if they are either:

1. Stated as being personally known, but an explanation of how they are directly known in a professional capacity is not provided, or
2. Stated as being a part of a known group, but the group is defined as being family members of another individual who is/was professionally known to USG.

If you answered YES to Question 4 above, copy/paste the below justification template directly into START's "Please explain your referral justification" field or attach as a PDF with all blanks filled in – do not delete questions. One referral template must be submitted for each Principal Applicant (PA). The PA's spouse and unmarried children under 21 years old may be included on each P-1 referral. **Please provide as much detail as possible in the justification.**

Justification for Afghan National Known as a Member of a Specific Group

1. I, [provide your name, position, office, and agency (or bureau if within the State Department)], am referring [PA name], to the USRAP P1 program.
2. b. I do not personally know this PA, however, I am familiar with the group this PA is a part of through my professional U.S. Government experience because [describe how you know of this group, why it serves U.S. interests to refer members from this group to the refugee program ("It serves U.S. interests to refer members from this group to the USRAP because...")*], and what protection concerns members of the group face due to their membership].
3. I have sought permission to submit this referral on behalf of my agency from an SES/SFS member of my agency. That person is: [enter name and title of SES/SFS] and they approve of my referral submission.
4. I, and the aforementioned SES/SFS, understand that if there are questions about this individual, or the group they represent, the Department of State or Department of Homeland Security may consult us for additional information about this individual or the group they are a part of.

* Justifications that do not directly address how referring members of this group serves U.S. interests will NOT be accepted. PRM recommends writing "It serves U.S. interests to refer this group because..."

PLEASE NOTE:

If a referral is submitted that does not explicitly justify how the applicant meets all of criteria for either a personally known (2.a.) or a specific group (2.b.) P-1 referral, PRM will transition the referral to an 'Incomplete' status and indicate which criteria are not stated.

If the referral is resubmitted and still does not meet all criteria from the template, PRM will transition the referral to a 'Rejected' status and indicate that the referrer may contact RPCAfghanP1P2-Int@state.gov if they wish to clarify why they believe the PA is eligible for P-1. Once we establish through correspondence if the PA is eligible, PRM may reactivate the referral for resubmission.