



KINGDOM OF BELGIUM  
Federal Public Service  
**Foreign Affairs,  
Foreign Trade and  
Development Cooperation**

**our reference**

P0.0/PRO.3143/06.05.2021/VACCIN/3

The Federal Public Service Foreign Affairs, Foreign Trade and Development Cooperation presents its compliments to the diplomatic missions, consular posts and international organizations established in Belgium and has the honour to forward them new information about the vaccination campaign in Belgium.

Reminder of the note verbale dd. March 16, 2021:

*The entire diplomatic and international community is now in a position to receive an invitation to be vaccinated.*

Depending on their age category, several people have already been invited. The vaccination campaign will soon gain momentum next June with the inclusion of all people aged 18 and over.

The Protocol Directorate notes that, in order to confirm an appointment or if one wishes to register voluntarily on the BruVax or QVax waiting lists, as well as when attending the vaccination centre, it is essential to communicate one's social security identification number: i.e. the National Register number or BIS number, abbreviated NISS or NISSbis. However, this number does not appear on the special residence permits of members of diplomatic missions and international organizations.

The following solution is therefore proposed. Each diplomatic mission and each international organization can search for the NISS of their members aged 18 and over by checking the [BelgianIdPro](http://www.belgianidpro.be) platform ([www.belgianidpro.be](http://www.belgianidpro.be)). The bodies which employ staff affiliated with the Belgian social security have in principle already access to this platform.

**Condition:** the diplomatic mission or international organization must login as an employer. The person in charge of searching for NISSs must have a Belgian identity card or an ordinary residence permit, equipped with an electronic chip. Identification by means of an e-ID is necessary in order to ensure the protection of personal data.

**Procedure:** the four stages to find a NISS are detailed on the [BelgianIdPro](http://www.belgianidpro.be) website > "how does it work?". For each person to be searched for, **a scanned copy of the valid special residence permit** ("D", "C", "P" or "S" card issued by the Protocol Directorate) must be provided.

To the diplomatic missions, consular posts  
and international organizations established in Belgium

The response delay is often immediate; it does not exceed 3 hours (during working days) in the event that additional checks must be carried out.

**The procedure stops after receiving the NISS:** indeed, the purpose is only to search for the NISS of a holder of a special residence permit. There is no question of registering him/her as an employee.

Additional details about the registration procedure can be requested via the email address: [ident@sigedis.fgov.be](mailto:ident@sigedis.fgov.be) or by phone at: 02 212 02 54 (FR) - 02 212 02 55 (NL).

Diplomatic missions and international organizations are requested to personally communicate the NISS to their members. Indeed, **each person invited to be vaccinated, or wishing to register proactively on a waiting list, will need their NISS:**

- **to register or confirm their appointment online or by phone;**
- **when attending the vaccination center.**

The Protocol Directorate would like to remind that it is not authorized to process medical data or to assist people in registering in the appointment system organized by the regional authorities.

The Federal Public Service Foreign Affairs, Foreign Trade and Development Cooperation avails itself of the opportunity to renew to the diplomatic missions, consular posts and international organizations established in Belgium the assurances of its highest consideration.

Done in Brussels on May 6<sup>th</sup> 2021.

