

**ADMINISTRATIVE ARRANGEMENT  
FOR THE IMPLEMENTATION OF THE AGREEMENT ON SOCIAL SECURITY  
BETWEEN THE REPUBLIC OF LITHUANIA AND CANADA**

*PURSUANT to Article 18 of the Agreement on Social Security between the Republic of Lithuania and Canada, signed at Vilnius on 5 July 2005, the competent authorities:*

*for the Republic of Lithuania,*

*the Minister of Social Security and Labour*

*and*

*for Canada,*

*the Minister of Human Resources Development*

*and*

*the Minister of National Revenue*

**HAVE DECIDED UPON THE FOLLOWING PROVISIONS:**

**PART I  
GENERAL PROVISIONS**

**Paragraph 1**

*Definitions*

1. For the purposes of this Administrative Arrangement, "Agreement" means the Agreement on Social Security between the Republic of Lithuania and Canada, signed at Vilnius on 5 July 2005.

2. Any other term will have the meaning given to it in the Agreement.

**Paragraph 2**  
*Liaison Agencies*

Pursuant to Article 18 of the Agreement, the following are designated as liaison agencies:

for the Republic of Lithuania:

the Foreign Benefits Office of State Social Insurance Fund Board;

for Canada:

(a) In regard to all matters except the application of Articles 6 to 9 of the Agreement and Part II of this Administrative Arrangement, the International Operations Division, Income Security Programs Branch, Department of Human Resources Development; and

(b) In regard to the application of Articles 6 to 9 of the Agreement and Part II of this Administrative Arrangement, the Revenue Collections Division, Canada Customs and Revenue Agency.

**PART II**  
**PROVISIONS CONCERNING THE APPLICABLE LEGISLATION**

**Paragraph 3**  
*Coverage of Employed and Self-Employed Persons*

1. Pursuant to Articles 7, 8 and 9 of the Agreement, the liaison agency of the Party whose legislation applies will, on request, issue a certificate of fixed duration certifying, in respect of the work in question, that the employed person and that person's employer are

subject to that legislation. The employed person in question as well as that person's employer and the liaison agency of the other Party will be entitled to receive a copy of the certificate.

2. (a) The consent referred to in Article 7 of the Agreement must be requested before the end of the current term of coverage.
- (b) The election referred to in paragraph 3 of Article 8 of the Agreement must be made by giving notice thereof within six months after the duties are undertaken or, if the employed person is already performing the duties at the date of the entry into force of the Agreement, within six months after that date.
- (c) Such requests and notices must be directed to the liaison agency of the Party whose legislation is to apply.

### **PART III**

#### **PROVISIONS CONCERNING BENEFITS**

##### **Paragraph 4**

*Processing a Claim*

1. If the liaison agency of a Party receives a claim for a benefit under the legislation of the other Party, it will, without delay, send the claim to the liaison agency of the other Party, indicating the date on which the claim has been received.
2. Along with the claim, the liaison agency of the first Party will also transmit any documentation available to it which may be necessary for the competent institution of the other Party to establish the claimant's eligibility for the benefit.

3. The personal information regarding an individual contained in the claim will be certified by the liaison agency of the first Party which will confirm that the information is corroborated by documentary evidence; the transmission of the form so certified will exempt the liaison agency from sending the corroboratory documents. The type of information to which this subparagraph applies will be mutually decided upon by the liaison agencies of the Parties.

4. In addition to the claim and documentation referred to in subparagraphs 1 and 2, the liaison agency of the first Party will send to the liaison agency of the other Party a liaison form which will indicate, in particular, the creditable periods under the legislation of the first Party.

5. The competent institution of the other Party will subsequently determine the claimant's eligibility and, through its liaison agency, notify the liaison agency of the first Party of the decision to grant or deny benefits.

#### **Paragraph 5**

##### ***Medical Information***

The liaison agency of a Party will, to the extent permitted by the legislation which it administers, provide, upon request, to the liaison agency of the other Party such medical information and documentation as are available concerning the health problems and functional limitations of a claimant or beneficiary.

#### **Paragraph 6**

##### ***Exchange of Statistics and Other Information***

1. The competent institutions of the Parties will exchange statistics on an annual basis regarding the payments which each has made under the Agreement. These statistics will include data on the number of beneficiaries and the total amount of benefits paid, by type of benefit.

2. The liaison agencies of the Parties shall inform each other when they are notified about an event affecting the payment of a benefit. These events are the death of a beneficiary, the change of address of a beneficiary and the marriage of a widower or widow.

**PART IV**  
**MISCELLANEOUS PROVISIONS**

**Paragraph 7**

*Forms and Detailed Procedures*

1. Subject to this Administrative Arrangement, the liaison agencies of the Parties will mutually decide upon the forms and detailed procedures necessary to implement the Agreement and this Administrative Arrangement.
2. The liaison agency of a Party may refuse to accept a claim for a benefit under the legislation of the other Party if that claim is not submitted on the form which was mutually decided upon.

**Paragraph 8**

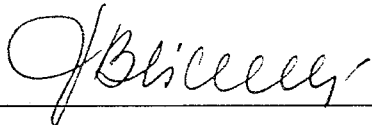
*Amendment and Supplement*

The present Administrative Arrangement may be amended and supplemented on written agreement of the competent authorities. Where appropriate, the competent authorities shall agree on the practical application of this Administrative Arrangement.

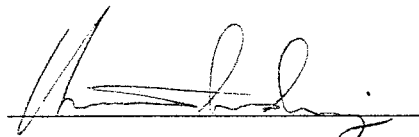
**Paragraph 9**  
*Entry into Effect*

This Administrative Arrangement will take effect on the date of entry into force of the Agreement and will remain in effect while the Agreement remains in force.

*DONE in duplicate at Vilnius, this 5<sup>th</sup> day of July, 2005 in the Lithuanian, English and French languages, each text being equally valid.*



**FOR THE COMPETENT  
AUTHORITY OF  
THE REPUBLIC OF LITHUANIA**



**FOR THE COMPETENT  
AUTHORITIES OF  
CANADA**