



PROT/5/B2

STATE PROTOCOL CIRCULAR NOTE NO P6/2010

The Department of International Relations and Cooperation presents its compliments to Diplomatic Missions and International Organisations accredited to the Republic of South Africa, and has the honour to request missions to complete an annual audit, on each property **owned and leased** used as a chancery, consular post, office, or residence of a transferred representative.

Missions are required to complete the attached property audit spreadsheets, also available from the DIRCO-web site www.dirco.gov.za Click on State Protocol and then on Diplomatic Immunities and Privileges. The completed spreadsheets must be returned by the 15TH of March 2010 **electronically to badenhorstr@foreign.gov.za**

The Department wishes to draw particular attention to the legal requirements governing all properties referred to above. Article 12(1) of the Diplomatic Immunities and Privileges Act, Act 37 of 2001 states:

"All foreign missions or consular posts, the United Nations and all specialised agencies or organisations referred to in this Act, must **submit a written request to the Director-General for acquiring, constructing, relocating, renovating, replacing, extending or leasing immovable property** in the Republic in the name of or on behalf of –

- (a) the mission or post or its government
- (b) the United Nations
- (c) the specialised agency or organisation in question"

In terms of Section 12(4) diplomatic missions must be located in Pretoria or, during sittings of Parliament, in Cape Town.

Despite subsection 12 (4), the Minister of International Relations and Cooperation may approve that a section of the diplomatic mission be located elsewhere, subject to the following pre-requisites:

- Only the economic section of a diplomatic mission headed by a career diplomat can be located outside the capital
- The economic section can only be located in Johannesburg
- Permission will only be granted if the country concerned does not have a consular post in Johannesburg
- Where a diplomatic mission has been established in Pretoria and a consular post in Johannesburg, the relocated economic section shall be incorporated as part of the consulate in Johannesburg

The Department of International Relations and Cooperation avails itself of this opportunity to renew to Diplomatic Missions and International Organisations accredited to the Republic of South Africa, the assurances of its highest consideration.



PRETORIA
26 February 2010

Diplomatic Missions and International Organisations
accredited to the Republic of South Africa

