The Protocol and Liaison Service of the United Nations Office at Geneva presents its compliments to the permanent missions and permanent observer offices to the United Nations Office at Geneva, and has the honour to draw their attention to the procedure for the accreditation of permanent representatives to the United Nations Office at Geneva.

Credentials issued by the Head of State or Government, or by the Minister for Foreign Affairs, must always be addressed to the Secretary-General of the United Nations, Mr. António Guterres. Upon the arrival of the new permanent representative, the permanent mission is requested to contact the Protocol and Liaison Service (Tel. No.: 022 917 21 32) in order to make an appointment with the Director-General of the United Nations Office at Geneva, and to arrange for a copy of his/her credentials and a copy of his/her curriculum vitae to be forwarded to the Protocol and Liaison Service. The Director-General will receive the original credentials on behalf of the Secretary-General when he meets the new permanent representative. The cooperation of the permanent missions to the United Nations Office at Geneva in this regard would be most appreciated.

The Protocol and Liaison Service of the United Nations Office at Geneva takes this opportunity to convey to the permanent missions and permanent observer offices to the United Nations Office at Geneva the renewed assurances of its highest consideration.

January 2017

To: Permanent missions and permanent observer offices
to the United Nations Office at Geneva