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EXECUTIVE OFFICE OF THE SECRETARY-GENERAL
CABINET DU SECRETAIRE GENERAL

REFERENCE:

PRO/NV/Blue Book Updates

The Protocol and Liaison Service of the United Nations presents its compliments to the Permanent Missions, Observer Offices and Specialized Agencies and has the honour to bring to their attention the following:

The document, “Permanent Missions to the United Nations”, referred to as the Blue Book, will be finalized for updating on 4 April 2016. Missions and Offices are advised to review their current blue book pages (located at www.un.int/protocol/ under the heading “Blue Book”) and inform the Protocol and Liaison Service **in writing** of any changes that should be made before Friday, 1 April 2016. Please note that the termination of personnel should be accompanied by form SG.8, and the appointment of new personnel should be accompanied by form SG.5 and related documents. All relevant forms and materials can be found at www.un.int/protocol/ under the heading “Forms”.

Additionally, Permanent Missions and Observer Offices are advised to confirm the address, phone numbers, fax numbers, and email addresses to be listed. Please note that this contact information will be published in the blue book and used by UN offices for communications with the Permanent Missions and Observer Offices.

Finally, Permanent Missions are reminded to notify the Chief of Protocol in writing in case of changes on the level of Head of State, Head of Government or Minister for Foreign Affairs. This notification should include the exact spelling of the name of the official, their full title, marital status (plus name of spouse if applicable), and the date of appointment. The current list of Heads of State, Heads of Government and Ministers for Foreign Affairs can be found at www.un.int/protocol under the heading “Heads of State, Heads of Government & Ministers for Foreign Affairs”.

The Protocol and Liaison Service of the United Nations presents its compliments to the Permanent Missions, Observer Offices and Specialized Agencies avails itself of this opportunity to renew to the Permanent Missions, Observer Offices and Specialized Agencies the assurances of its highest consideration.

