



Strategic Diplomatic Travels Protocol For African Union Agenda 2063 Ambassadorial Assembly

Introduction

The African Union Agenda 2063 Ambassadorial Assembly upholds the highest standards of diplomacy and protocol, fostering engagement and diplomatic ties within the global community and member states. One key aspect of these efforts is the establishment of the Strategic Diplomatic Travels Protocol, managed by the Office of Strategic Diplomatic Travels and Logistics, under the supervision of the Chief Protocol Ambassador (CPA). This protocol ensures that all ambassadors are accorded full diplomatic privileges and recognition during their international travels, provided specific guidelines are adhered to.

Objective of the Protocol

The Strategic Diplomatic Travels Protocol aims to:

1. Streamline communication and coordination for ambassadors traveling on official or private engagements.
2. Ensure full diplomatic recognition and privileges at points of departure and arrival.
3. Maintain the integrity and reputation of the Assembly through adherence to standard diplomatic practices.

Protocol Guidelines

1. Notification of Travel

- Ambassadors must notify the Secretariat of any planned travel to benefit from diplomatic privileges.
- The notification should be submitted through the Chief Protocol Ambassador (CPA).
- A formal letter must be addressed to the Office of the Head of Mission and Secretariat, detailing:
 - Purpose of the trip.
 - Destination and itinerary.
 - Duration of travel.

2. Processing and Approval

- Upon receipt of the travel notification, the Secretariat will process the request and issue a Note Verbale.
- The Note Verbale will be transmitted to the Foreign Affairs Office at the ambassador's departure airport.
- The relevant authorities at the destination will be contacted to ensure reception and recognition of the ambassador upon arrival.

3. Compliance Requirements

To enjoy the full privileges of diplomatic cover, ambassadors must:

- Be compliant with their annual subscription fees.
- Actively participate in the activities and affairs of the Assembly.
- Ensure all documentation and identification provided are up to date and accurate.
- Notify the CPA's office of any changes to their travel plans immediately.

5. Privileges Accorded

- Compliant ambassadors will enjoy:
- Diplomatic recognition and rights at departure and arrival points.
- Assistance from diplomatic officers in foreign countries.
- Full protection and courtesy aligned with international diplomatic protocols.

6. Non-Compliance Clause

- Ambassadors who fail to meet their annual subscription obligations or remain inactive in Assembly affairs:
- Will not be eligible for the diplomatic cover offered by this protocol.
- May face delays or outright denial of recognition during travel.

Key Responsibilities

1. Chief Protocol Ambassador (CPA):

- Serves as the primary liaison for all travel-related communications.
- Ensures timely processing of travel requests and issuance of diplomatic documentation.

2. Office of the Head of Mission and Secretariat:

- Reviews and approves travel requests.
- Oversees the transmission of Note Verbales and communication with relevant foreign affairs offices.

3. Ambassadors:

- Adhere to protocol guidelines for timely submission of travel requests.
- Ensure all necessary details are provided for seamless processing.

Important Notes

- Submission of travel notifications must be made at least 7 working days before the intended date of travel to ensure sufficient processing time.
- Any ambassador traveling without prior notification to the Secretariat may forfeit diplomatic privileges for that trip.
- Emergency travel requests may be accommodated but must be justified and approved on a case-by-case basis.

Travel notification should be made to:

diplomatictravels@africanunion2063.org

Conclusion

The Strategic Diplomatic Travels Protocol underscores the Assembly's commitment to maintaining the highest standards of diplomacy and ensuring that ambassadors are supported and recognized in their official and personal engagements. Adhering to this protocol is not only a privilege but a responsibility that safeguards the Assembly's integrity and enhances its global influence.