

UNITED NATIONS



NATIONS UNIES

PROTOCOL AND LIAISON SERVICE
DEPARTMENT FOR GENERAL ASSEMBLY AND CONFERENCE MANAGEMENT

PRO/NV/Observer information/2020

The Protocol and Liaison Service of the Department of General Assembly and Conference Management (DGACM) of the United Nations presents its compliments to the Observer Offices accredited to the United Nations and has the honour to remind them of the following:

In order to ensure the accuracy of the records of the Protocol and Liaison Service of the Department of General Assembly and Conference Management (DGACM) of the United Nations, Observer Offices are encouraged to advise the Service, in a letter addressed to the Chief of Protocol and signed by the Permanent Observer, of any changes in the details of the senior officials of their organization. Such details should include the exact spelling of the name of the respective official, his/her full title, and the date of appointment. Additionally, the telephone and telefax numbers of their office(s) should be included, as those details are shared internally with the office of the Secretary-General and other senior officials of the United Nations.

The information mentioned above is used by the United Nations for all formal correspondence to Intergovernmental Organizations. It is therefore critical that the Observer Offices ensure that the information mentioned is updated immediately after any changes have occurred. The Protocol and Liaison Service of the Department of General Assembly and Conference Management (DGACM) of the United Nations cannot be held responsible for outdated information.

The Protocol and Liaison Service of the Department of General Assembly and Conference Management (DGACM) of the United Nations avails itself of this opportunity to renew to the Observer Offices accredited to the United Nations the assurances of its highest consideration.

