



DIPLOMATIC IMMUNITIES AND PRIVILEGES (DIAP) CIRCULAR NO 2 OF 2024

The Department of International Relations and Cooperation (DIRCO) of the Republic of South Africa presents its compliments to Diplomatic Missions and International Organisations accredited to the Republic of South Africa and has the honour to refer to Diplomatic Immunities and Privileges (DIAP) Circular Note No 6 of 2022 dated 21 November 2022 regarding the contact numbers for the Diplomatic Policing Unit (DPU), South African Police Service (SAPS), as well as the requirements for requesting security at diplomatic events.

Missions are reminded to follow the correct protocol and procedures when requesting the services of the DPU. Any request for DPU must be forwarded to mogales@dirco.gov.za and copied to demetroudesi@dirco.gov.za. No requests may be sent directly to the DPU, nor to the Tshwane Metro Police Department (TMPD).

When requesting DPU services, it must be done under cover of a Note Verbale containing the name of the event, date, expected number of guests, nodal contact including the landline and mobile numbers as well as an email address for the contact. Requests for the policing of all diplomatic events hosted by the Mission must be submitted to DIAP at least 14 days in advance of the event taking place. Proper planning and allocation of logistical and human resources is needed. Short notice requests may lead to the DPU not deploying to the event.

The following contact numbers should be used by Foreign Missions whenever police assistance is needed in the event of an emergency or for the reporting of crimes related to the Mission or accredited diplomats and dependents **after hours**:

24-hour Control Room number: (012) 421-8063

24-hour mobile number: 082 778 9656

All complaints by Foreign Missions must be reported directly to the Diplomatic Policing Operational Room for immediate dispatching of patrol vehicles. This will ensure that incidents / complaints are registered and attended to immediately. Foreign Missions may not contact operational members directly as it delays reaction time due to it not being procedurally correct. All incidents / complaints must be reported to the DPU and not local police stations. Complaints from the diplomatic community are only attended to / dealt with by the DPU. After having reported the matter to the DPU after hours Foreign Missions to submit a Note Verbale to DIRCO informing of the incident.

Criminal and security incidents should not be reported to the Tshwane Metro Diplomatic Police as they are only responsible for by-laws enforcement, road traffic policing and crime prevention.

Requests for the policing of all high-profile visits or events, e.g. for visiting delegations, VIP's etc., to be sent to the relevant Political Desk at DIRCO for the necessary attention. These requests must also be sent well in advance as it needs to be forwarded by DIRCO to the office of the SAPS Component Head: VIP Operations for evaluation.

Foreign Missions are encouraged to put in place their own security measures at chanceries, official residences, and other diplomatic properties and to utilise said security companies for the movement of cash and other high-risk movements.

The Department wishes to further remind Foreign Missions that escort services / outriders with blue lights are only provided to specific visiting delegations, e.g. Head of State / Government, and where a threat assessment requires it. The DPU and TMPD have no authority to provide any police escorts.

Foreign Missions are requested to complete the attached **Annexure A – Foreign Mission Contact Form** so that DIRCO has all the After-Hours emergency numbers and to ensure that the correct emails are registered for official communication. The completed form to be submitted by **20 March 2024** to mogales@dirco.gov.za and copy to demetroudesj@dirco.gov.za.

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



PRETORIA
19 February 2024

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