



DIPLOMATIC IMMUNITIES AND PRIVILEGES (DIAP) CIRCULAR NO 02 OF 2026

The Department of International Relations and Cooperation 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 address the matter of the announcement of newly arriving diplomats and the dependents of diplomats.

The Department wishes to reiterate and draw the attention of Diplomatic Missions and International Organisations to the following:

The Vienna Convention on Diplomatic Relations, 1961, Article 10 states:

1. *The Ministry for Foreign Affairs of the receiving State, or such other ministry as may be agreed, shall be notified of:*
 - (a) *the appointment of members of the mission, their arrival and their final departure or the termination of their functions with the mission;*
 - (b) *The arrival and final departure of a person belonging to the family of a member of the mission and, where appropriate, the fact that a person becomes or ceases to be a member of the family of a member of the mission;*
 - (c) *The arrival and final departure of private servants in the employ of persons referred to in subparagraph (a) of this paragraph and, where appropriate, the fact that they are leaving the employ of such persons;*
 - (d) *The engagement and discharge of persons resident in the receiving State as members of the mission or private servants entitled to privileges and immunities.*
2. *Where possible, prior notification of arrival and final departure shall also be given.*

In this regard, Diplomatic Missions and International Organisations are requested to announce diplomats prior to their arrival in the Republic of South Africa, as well as indicate who the diplomat will be replacing.

After receiving the announcement, the new diplomat may proceed to the Republic of South Africa after being issued with a visa, where applicable. Certificates of Identity and Temporary Visitors Visas (TRVs) are issued by the Department to persons representing foreign Governments and International Organisations conferred with immunity who are officially recognised by the sending State / International Organisation and legally accredited with the Department. The Certificate of Identity is a means of identification to the private and public sector, including law enforcement agencies. The Certificate of Identity remains the property of the Department, and must be returned to the Department upon request and/or departure. The Department will not accredit an incoming representative without the return to the Department for cancellation of all the certificates of identity and TRVs of the predecessor, his/her

members of the diplomatic household and diplomatic vehicle number plates. Thus, the Department may not accredit a newly arrived representative in a position that has not been vacated.

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



PRETORIA
26 January 2026

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