

TAB 3



**U.S. MISSION TO THE UNITED NATIONS
U.S. Offices of Protocol and Foreign Missions
ARRIVAL / DEPARTURE BRIEFING FOR THE 61st UNGA
August 30th, 2006**

"REQUESTING EXPEDITED PORT COURTESIES"

U.S. Department of State
Office of the Chief of Protocol

The proper procedures and guidelines for requesting "expedited port clearance" for high ranking foreign government officials and distinguished foreign visitors through the United States Federal inspection agencies and for greeting them upon arrival in the United States are outlined below.

The term "expedited port clearance" refers to the procedure by which certain designated persons and their personal effects may enter the United States duty-free and be entitled to expedited inspection procedures at the first port of entry. The Office of the Chief of Protocol arranges with the Customs and Border Protection Service for "expedited port clearance."

Persons who are eligible for "expedited port clearance" through federal inspection areas are those persons designated as high ranking officials or distinguished foreign visitors. High-ranking officials include Chiefs of State, Heads of Government, cabinet members, and other senior government officials considered high ranking. Distinguished foreign visitors include the immediate family members of Chiefs of State and Heads of Government, members of royal families, and other distinguished foreign visitors as designated by the Department of State.

The attached forms delineate the information necessary for the facilitation of entry into the United States for persons eligible for expedited port clearance. For all such arrivals in the United States, the attached forms must be submitted by the Permanent Mission to the U.S. Mission **NO LATER THAN 24 HOURS** prior to the scheduled arrival. Failure to submit this information in a timely manner could result in delays to the traveler and his or her delegation.



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Airport Greetings:

Foreign dignitaries with U.S. law enforcement protective details should coordinate their entry into a U.S. airport with the advance agent of the U.S. Secret Service or the Diplomatic Security Service.

To enhance the safety and security of international travel, the following procedures apply to the arrival and greeting of foreign dignitaries. All greetings will be subject to and done in accordance with prevailing federal airport security measures. Arrangements must be made through the Office of the Chief of Protocol no less than 24 hours prior to the arrival of a principal and, in the case of security officers traveling with or in advance of a principal, no less than 72 hours prior to the arrival.

Access to the federal inspection areas will not be granted for any purpose other than meeting high ranking foreign government officials or distinguished foreign visitors. Access will be limited to a total of two persons of senior rank. *Please note, at JFK greeters are not permitted into the "restricted " area at all.* Persons of senior rank are defined as Permanent Representatives to the United Nations, Ambassadors to the United States, Charges d'Affaires, heads of consular posts, their respective formal designees, and senior United Nations Secretariat personnel.

All greeters must arrive at least thirty minutes prior to the arrival. Upon arrival, greeters must surrender their State Department-issued photo identification cards prior to entering the federal inspection area in order to be issued an airport credential. That credential is to be returned in exchange for the State Department card to the Inspectors before leaving the airport.

To assist in the arrival of the above category of visitors, missions are advised to contact the individual airline's passenger service department. If the airline has been given 72 hours advance notice, passenger service personnel may be of assistance in escorting the traveler from the aircraft through the federal processing area. Airline facilitation cannot be guaranteed and is dependent on the nature of the U.S. threat advisory level.



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The Permanent Missions should be aware, however, that, as warranted, U.S. authorities reserve the right to alter, modify or rescind any of the access privileges outlined herein. Further, requests received that do not provide complete information will not be processed.

Foreign dignitaries arriving in the United States also are reminded that the Department of Agriculture, under the enforcement supervision of the Customs and Border Protection Service, regulates the entry of agricultural products into the United States. To prevent the introduction of injurious or potentially harmful pest and disease organisms, all agricultural products must be declared and submitted for inspection.

This announcement applies to procedures for expedited entry privileges. Duty free entry of baggage and effects may be accorded to broader categories of personnel by treaty, statute, or regulation, and is not affected by the information contained herein.