I. Registration Form SG.5

1. Diplomatic Ranks
   • Ambassador
   • Minister
   • Minister Counsellor
   • Counsellor
   • First Secretary
   • Second Secretary
   • Third Secretary
   • Attaché
   • Assistant Attaché

*Please note: Adviser is not a Diplomatic Rank

2. Functional Titles
   • Permanent Representative
   • Deputy Permanent Representative
   • Press Officer
   • Financial Officer
   • Secretary
   • Receptionist
   • Administrative Assistant
   • Driver
   • Intern
   • Interpreter

For Advisers, type should be specified. “Adviser” only is not acceptable, examples:

• Military Adviser
• Adviser on First Committee Matters
• etc. ...

3. Passport Types
   • Diplomatic
   • Official/Service
   • Regular/Ordinary

Reminder: Private address is not the Mission/Office address.

II. Types of Information Updates

1. Changes
   • Address
   • Promotion
   • Immigration Status
   • Functional Title
   • Change of Name
   • Extension of Contract
   • Phone Number (PR/DPR)
   • Permanent Mission’s Address
   • Marital Status

2. Corrections
   • Address
   • Immigration Status
   • Functional Title
   • Name
   • Relationship
   • Birth Date
QUICK GUIDE
FORMS

Registration (Form SG.5):

Termination (Form SG.8):

UN Grounds Pass Issuance for Mission/Observer Office Staff (Form SG.32):

UN Grounds Pass Issuance for Former Permanent Representative (Form SG.38):