

2.5. International Organisations and their Representations

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The relations of the Latvian state with International organisations and their representations are primarily governed by multi or bilateral agreements concluded between the Government and the respective Organisation. Agreements commonly contain provisions as to the immunities and privileges conferred to head of office and staff members along with their families. In general, the Republic of Latvia maintains an approach to confer strictly functional immunities and privileges to foreign staff members, with some exceptions possible towards the head of office.

2.5.1. Establishment of an Office

Following ratification of an agreement specifying the purpose, seat and scope of the Organisation in question, as well as to the conferred immunities and privileges, if any, for the foreign staff members, the Organisation in question is to contact the MFA in order to register the address of the office, notify working hours and other important details following the opening of office, or, where possible, prior to its opening. Notwithstanding individual specifications, most Agreements require a prior notification as to the intended head of office, which is considered to be fully accredited for work in Latvia following a courtesy call to the State Secretary of the MFA. In case where the office would be located in Latvia and no Agreement covers the seat, a prior consent shall also be sought for the address of the office. The State Protocol kindly requests to be informed about arrival and final departure of the head of office, the date of opening of office, contact information and any changes in accredited personnel, including those in actual function or position of the person concerned.

2.5.2. EU Agencies, Institutions and their Representations

The relations of the Latvian State with EU decentralised agencies, their representations as well as with other representations of EU institutions, are primarily governed by international agreements. Agreements commonly contain provisions as to the immunities and privileges conferred to head of office and staff members along with their families. In general, the Republic of Latvia maintains an approach to confer strictly functional immunities and privileges to foreign staff members, with some possible exceptions towards the head of office. Currently, there is one decentralised agency, one such representation, as well as representations of the European parliament and the European commission accredited to work in Latvia.

The Ministry advises the heads of the International organisations and their representations to pay courtesy visits to the Secretary of State, or in his absence, the Under-Secretary of State (2nd Bilateral relations directorate or EU directorate) and the Director of the Department for International Organizations and Human Rights.

Along with the diplomatic and consular corps the members of the International organisations and their representations are registered at the State Protocol of the MFA and issued an identity card. [See sub-section 2.1.2.](#)

In addition to the aforementioned, actual staff lists shall be submitted to the State Protocol twice a year.