



United Nations

Department
of Safety
and Security



**UNITED NATIONS SECURITY AND SAFETY SERVICE
SPECIAL SERVICES UNIT**

Room: GA-1B-052 Tel: 212-963-7531

E-mail: Security-UNHQ-SpecialServices@un.org

REQUIREMENTS FOR NATIONAL SECURITY PASSES:

Level of Dignitary:	Number of Passes Allowed:
HOS/HOG/Prime Minister	Two (2) Unarmed Officers
Spouse of HOS/HOG/Prime Minister	One (1) Unarmed Officer
Monarchies	One (1) Unarmed Officer
Foreign Minister	One (1) Unarmed Officer

Information mentioned hereunder is required for processing:

- 1 Note Verbale request indicating **name, title** of security officer, **name title of Protectee/VIP** and **duration** of VIP's visit: **Mission Seal must be affixed along with an Authorized Signature.**
- 2 JPEG photo of the accompanying security personnel. (Instructions on photo specification are further below on this document and can be uploaded at <https://edelegate.un.int>)
- 3 Please Note: National Security personnel are **NOT** allowed to carry firearms while on United Nations premises.
- 4 During UNGA, Secondary Security Passes will be issued to all national security from the SSU Office, or Joint Operational Center (JOC) located at the south end of the General Assembly lobby once operational.
- 5 Please note that the documents for National Security Passes **MUST BE** uploaded through the accreditation online portal: <https://edelegate.un.int/>

Technical Support:

For technical problems regarding access, please email missions-support@un.int or call (+1-212) 963 3333.

The Pass and ID office is located 320 East 45th Street between 1st and 2nd Ave.

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Ref.: ST/SGB/2007/6



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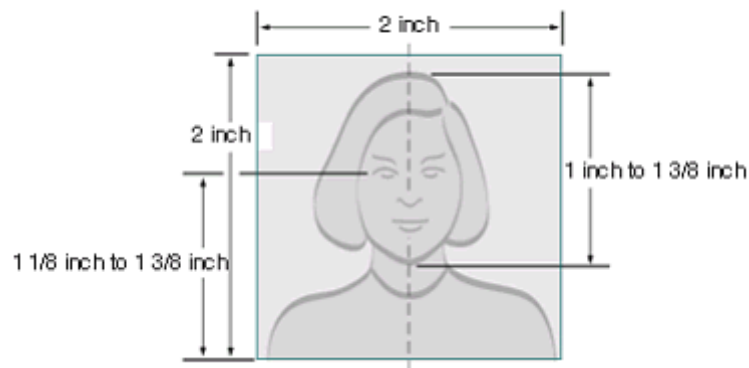
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The Photo Specifications:

- In colour
- 2 x 2 inches (51 x 51 mm) in size
- Taken within the last 6 months to reflect your current appearance
- Taken in front of a plain white or off-white background, Taken in full-face view directly facing the camera
- With a neutral facial expression and both eyes open
- Dimensions: The image dimensions must be in a square aspect ratio (the height must be equal to the width). Minimum acceptable dimensions are 600 x 600 pixels. Maximum acceptable dimensions are 1200 x 1200 pixels.
- Colour the image must be in colour (24 bits per pixel) in sRGB colour space which is the common output for most digital cameras.
- File Format: The image must be in JPEG file format
- File Size: The image must be less than or equal to 240 kB (kilobytes).

Photo Head Size Template



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