



HEL7W0626-24

## CIRCULAR NOTE

The Ministry for Foreign Affairs present their compliments to the Diplomatic Missions and Consular Posts accredited to Helsinki and have the honour to inform them of the following.

The Ministry for Foreign Affairs have, in co-operation with other relevant authorities, updated the guidelines concerning the employment of local staff members by Missions and private domestic staff members by members of Missions.

The attached guidelines replace chapters 1.13 (Locally employed Staff) and 1.14 (Private Servants) in the Ministry's handbook *Diplomatic Privileges and Immunities*. The handbook is available on the website of the Ministry at:

<http://netpaper.lonnberg.fi/um/dpaiif/>

Missions who employ local staff and members of Missions who employ private domestic staff are requested to take due notice of the enclosed guidelines.

The Ministry for Foreign Affairs avail themselves of this opportunity to renew to the Diplomatic Missions and Consular Posts accredited to Helsinki the assurances of their highest consideration.

Helsinki, 6 April 2018



Enclosures: updated guidelines and a model employment agreement

To  
The Diplomatic Missions and Consular Posts  
accredited to Helsinki