



# THE STATE OF GEORGIA

## EXECUTIVE ORDER

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BY THE GOVERNOR:

### **Governor's Office of Protocol Services**

WHEREAS: There is a need to designate for the State of Georgia a central point of contact for the Atlanta Consular Corps, foreign government officials and dignitaries seeking guidance, information and assistance while living, working and traveling in Georgia; and

WHEREAS: Fostering relationships with foreign dignitaries and diplomats is central to the State's economic development mission and the expansion of trade with other nations;

WHEREAS: There is a need to develop for the State of Georgia a general resource concerning proper protocol with regard to diplomats, officials and dignitaries throughout the world;

**NOW THEREFORE, PURSUANT TO THE AUTHORITY VESTED IN ME AS GOVERNOR OF THE STATE OF GEORGIA, IT IS HEREBY**

ORDERED: There is created the Governor's Office of Protocol Services ("Protocol Services");

### **IT IS FURTHER**

ORDERED: That Protocol Services be responsible for a variety of administrative functions to organize, inform and strengthen the network of Georgia's international diplomatic and business community including, but not limited to:

Maintaining and publishing an official directory of international consular, trade, and other foreign government offices and bi-national chambers of commerce in Georgia;

Being responsible for official correspondence and announcements within the State of Georgia regarding the appointment of new consular officials;

Coordinating with the United States Department of State to maintain accurate and timely records about the official order of precedence among the Atlanta Consular Corps;

Maintaining referral information for resources and services offered by Georgia's state and local government agencies to serve the international community;

Maintaining descriptions of consular services offered by each of the Consular offices;

Maintaining and publishing a listing of "sister" relationships between Georgia and its cities with international cities and regions and the rules and traditions that govern those relationships;

Facilitating exchange of information and local introductions for the Atlanta Consular Corps and foreign trade organizations by planning, organizing and executing programs and events of mutual interest and benefit to consular, trade and international government offices in Atlanta and the State of Georgia;

Providing welcome briefings for new arrivals to the Atlanta Consular Corps to smooth the transition to living and working in Georgia;

**IT IS FURTHER**

**ORDERED:** That Protocol Services serve as the point of contact for Georgia's consular and international business communities to arrange for VIP services at Hartsfield International airport;

**IT IS FURTHER**

**ORDERED:** Protocol Services serve as the primary point of contact to the Office of the Governor to arrange for the Governor to meet and host members of Atlanta's Consular Corps and visiting international dignitaries including, but not limited to:

Representing the Governor and the State of Georgia at official functions and programs hosted by the Consular Corps;

Serving as a resource for inquiries regarding proper protocols for a wide array of circumstances including the proper forms of address, and concerns about appropriate gifts;

Providing coordination between the Governor and the Lieutenant Governor and Secretary of State on official matters of national and

international protocol and in the planning, hosting, and officiating of related ceremonial events and activities for visiting foreign dignitaries;

Maintaining listings of governmental resources of concern to the international community;

**IT IS FURTHER**

ORDERED: That Protocol Services facilitate the building and strengthening of relationships with the worldwide community by developing and strengthening business, trade and cultural relationships with our international diplomatic and business associates including, but not limited to:

Facilitating introductions between the Consular Corps and other local, state and federal agencies the local international business community;

Maintaining the contact with the Consular community through periodic communications designed to keep them informed about issues and events;

Working together with trade or investment professionals in consular agencies to expand Georgia's economic and commercial links abroad;

Assisting consulates in the details of official visits from or to their countries;

Promoting academic and cultural exchanges by supporting programs and events sponsored by the consulates.

**IT IS FURTHER**

ORDERED: That the Governor's Office of Protocol Services be housed at the Georgia Department of Industry, Trade and Tourism.

This 14<sup>th</sup> day of October, 2003

  
GOVERNOR