



Note No. A247/12

Protocol Directorate of the Foreign and Commonwealth Office presents its compliments to all diplomatic missions and has the honour to refer to employer obligations when employing domestic servants, British nationals and permanent residents.

Protocol Directorate wishes to remind missions that under Article 41 (1) of the Vienna Convention on Diplomatic Relations 1961 it is the duty of all diplomats 'to respect the laws and regulations of the receiving State'. This applies to the terms and conditions of employment (including hours and pay – the minimum UK hourly pay rate is £6.08) for all domestic staff. In particular, Article 33 (b) ensures, for non-British nationals and non- permanent residents, 'social security provisions which may be in force in the sending State or a third State.' Further guidance on UK regulations may be obtained from the Department for Employment and Learning (www.delni.gov.uk).

Protocol Directorate also wishes to remind missions that, in accordance with the Vienna Convention on Diplomatic Relations 1961, British nationals and permanent residents are required to pay National Insurance contributions and UK income tax on their salary. In addition, all private servants recruited in the UK are liable to pay UK income tax. Protocol Directorate would ask all missions to ensure compliance from all relevant staff.

Protocol Directorate of the Foreign and Commonwealth Office avails itself of this opportunity to renew to all diplomatic missions the assurances of its highest consideration.

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