

## AIRPORT

### 24. International Airport Facilitation for Official Visitors

Diplomatic Missions and Consular Posts should contact Protocol Division when seeking approval to facilitate official visitors at New Zealand's international airports.

#### 24.1 International Airport Access

Diplomatic/consular staff who are required to meet official visitors arriving on international flights may be authorised to access the secure areas of the international terminals at Auckland, Wellington, Christchurch or Queenstown. Authorisation will only be granted for official purposes when a diplomat and his family arrive for the first time in New Zealand, or depart New Zealand at the end of a posting, Protocol Division considers this an official visit.

Access to secure areas of New Zealand international airport terminals is restricted in compliance with NZ Civil Aviation Rules and international airport security requirements. Access on board an aircraft is not permitted under any circumstances.

Diplomatic/consular staff who are approved to meet an official visitor within the secure area of the airport are not permitted to take in food, flowers and other biosecurity risk goods. In this regard, it is advisable to not carry handbags/bags into the border control area.

#### 24.2 International Airport Facilitation

Requests to facilitate official visitors at the airport should be submitted to Protocol Division on an MFA 612 form "Request to Approve Airport Access by Foreign Diplomatic or Consular Officers" at least two working days in advance of arrival so that the relevant airport authorities can be advised. The request is to enable up to two diplomatic/consular staff members only access to secure areas of the airport to meet and farewell official visitors. This is a privilege – if less than two working days' notice is given, requests may not be approved. A copy of the approved form will be sent back to the mission or post.

When greeting official visitors, authorised diplomatic/consular staff should proceed to the following areas at Auckland, Wellington, Christchurch or Queenstown airports. The approved airport facilitation form, diplomatic/consular ID card and clearly-visible airport identity card (see 24.3 below), should be carried at all times and produced on request.

Auckland: Authorised staff should proceed to the departure point and make themselves known to the airport officials (known as 'Red Coats').

Wellington: Authorised staff should proceed to the international arrivals area and use the telephone at the door to gain access. Staff should make themselves known to the airport officials and then proceed to the primary line at the immigration processing desks, and make themselves known to the Customs/Immigration duty officer.

Christchurch: Authorised staff should proceed to the departure point and make themselves known to the airport officials.

Queenstown: Contact Protocol Division regarding access to Queenstown Airport.

#### 24.3 Airport Identity Cards

An airport identity card must be clearly displayed on the front of an outer garment at all times within the secure area of an airport for the meeting of official visitors.

Missions and posts should apply to Protocol Division for an airport identity card. A mission is issued with two airport identity cards as this is the maximum number of staff allowed into the secure area.

Protocol Division will liaise directly with Aviation Security to authorise the issue of cards. A fee is charged by Aviation Security. The card is valid for three years. Requests for renewal of airport identity cards should be directed to Protocol Division. When renewed identity cards are received the expired cards should be returned to Protocol Division for returning to the Aviation Security Service.

#### **24.4 Airport Identity Cards – Honorary Consuls**

Honorary Consuls are not eligible for airport identity cards that are issued to the missions and posts. Instead, Honorary Consuls who are required to meet official visitors from the sending state can apply for a permanent airport identity card after going through a vetting process. A fee is charged by Aviation Security - the card is valid for three years. Honorary Consuls wishing to apply for this card can do so directly with the Aviation Security Service via their website [www.avsec.govt.nz/sector/industry/aic/](http://www.avsec.govt.nz/sector/industry/aic/).

Honorary Consuls who do not have a permanent airport identity card can apply for a temporary card, however they must always be accompanied by a permanent card holder throughout the secure area of the airport. Information regarding temporary airport identity cards is on the Aviation Security Service's website [www.avsec.govt.nz/sector/industry/aic/](http://www.avsec.govt.nz/sector/industry/aic/).

#### **24.5 Airport Parking Facilities**

##### Wellington

Special parking facilities (two carparks) are provided at Wellington International Airport for Missions' DC and FC registered vehicles to use when diplomats are meeting official visitors. These carparks are not available for private purposes. These carparks are for short-term use only (60 minutes).

Missions are required to comply with the airport company regulations at all times while parking at and transiting through these areas. Missions are not permitted to park or drive through the taxi lane on the ground level. Members of the corps are required to pay the standard parking fees when using the public car parking facilities.

##### Auckland

Special parking facilities (two carparks) are provided at Auckland International Airport for Consular Posts' CC registered vehicles to use when Consular officers are meeting official visitors. The special facilities are not available for private purposes. These carparks are for short-term use only (60 minutes).

Members of the Consular Corps are required to pay the standard parking fees when using the public car parking facilities. Consular Posts are required to comply with the airport company regulations at all times while parked in and transiting through these areas.

##### Christchurch

There are no special airport parking facilities available in Christchurch.

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