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The Secretary of State presents her compliments to Their Excellencies and Messieurs and Mesdames the Chiefs of Mission and refers to the services provided to the diplomatic and consular community by the Department's Office of Foreign Missions, including the issuance of diplomatic driver's licenses, non-driver identification cards, and tax exemption cards.

The Department wishes to advise the Chiefs of Mission that the U.S. Department of State's Office of Foreign Missions ("OFM"), which is a directorate of the Bureau of Diplomatic Security, will soon begin issuing newly-designed Department of State ("DOS") driver's licenses, non-driver identification cards, and tax-exemption cards to replace the credentials currently in use. The newly-designed cards will provide the foreign mission community with credentials that incorporate numerous state-of-the-art security features which enhance their security and vastly reduce the risk of counterfeiting or fraud.

The Chiefs of Mission are informed that, beginning in summer of 2011, all foreign mission personnel and their family members who currently possess a valid diplomatic driver's license, non-driver identification card, or tax-exemption card as well as all mission personnel who are applying for new, renewal, or replacement cards, will receive the Department's newly-designed documents. One of the

significant changes involved with these newly-designed credentials is that they will no longer be printed on-site at either the Office of Foreign Missions in Washington, D.C. or its Regional Offices throughout the country. Instead, the Missions are informed that the Department has partnered with the United States Government Printing Office (“GPO”) which will produce and mail out the Department’s newly-designed credentials. The credentials will be printed by GPO at its facility in Washington and mailed via the United States Postal Service to the card holder’s residential address. Consequently, it is important that all individuals who currently hold such documents ensure that their addresses are correct with the Office of the Chief of Protocol as soon as possible. Failure to do so could result in the individual not receiving their credential until such corrections have been completed.

The application process for the Department’s credentials will remain the same; applications will continue to be submitted to OFM using the Department’s “e-Gov” system. However, as the credentials will be mailed directly to the applicant by GPO, any applicable reciprocity fees must be paid upon the submission of an application, not when the credential is received, as is current practice.

The Missions are reminded that individuals and their families who are eligible for the Department's diplomatic driver's license must apply for these licenses within 30 days of their arrival in the United States. During this 30 day period, individuals are permitted to drive on their home-country licenses; however, it is important that eligible mission members apply for the Department's license as soon as possible upon their arrival within the United States to ensure they receive the Department's license before the end of the 30 day period.

The Chiefs of Mission are requested to inform their Consulates General and Consulates of the above information and procedures, and may direct any questions or comments in this regard to the Office of Foreign Missions, at 202-895-3500.

Department of State,

Washington,

MAY 26 2011

A handwritten signature in black ink, appearing to be "J. S. S.", is written over the date stamp.