

International Protocol and Diplomacy Certification

Cape Town (South Africa)

10 - 14 March 2025

UK Training

PARTNER

International Protocol and Diplomacy Certification

Code: PR28 From: 10 - 14 March 2025 City: Cape Town (South Africa) Fees: 3300 Pound

Introduction

This International Protocol Etiquette and Diplomacy Certificate Training Course will give all participants the skills, knowledge and understanding of International Protocol and Diplomacy. Diplomacy, etiquette, and protocol is a vital part of working with agencies, governments, embassies and building relationships doing business around the World.

Course Objectives

- To provide knowledge and understanding of protocol and diplomacy.
- Know the role within different organisations and governments.
- To provide an understanding of the need for protocol, etiquette, manners, and diplomacy.
- How to use it effectively to support their organisation and managers?
- Ideas that will prepare participants for the development of their capabilities and skills.

Course Outlines

Day 1: KEY PRINCIPLES AND INTRODUCTION

- Example of protocol traditions and modern-day applications.
- Variations between countries and institutions.
- How religious, multi-faith and cultural can have an effect on protocol practices?
- Multicultural dining protocols French, English, Asian & Middle Eastern.
- Some simple but important rules of negotiation across cultures.

Day 2: INTERNATIONAL STANDARDS OF PROTOCOL, ETIQUETTE AND DIPLOMACY

- Planning VIP events, receptions, and ceremonies.
- Seating planning, security, and protection checklists.
- Diplomatic gift-giving and receiving.
- Royal Tea ceremony and other specialized events.

Day 3: DIPLOMACY AND [SOFT POWER]

- Techniques for organizing international VIP meetings, including meals and dinners.
- Cross-cultural communications; verbal and non-verbal.
- Diplomatic conversation skills.
- Traditional and contemporary best practices.

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DAY 4: INTERNATIONAL AND POLITICAL ETIQUETTE

- Flag etiquette, anthems, and other important elements.
- Royal protocol within a monarchy versus a republic.
- Cultural diplomacy through etiquette and the media.
- Formal and informal dress codes and professional image.

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DAY 5: PUBLIC SPEAKING AND SPEECH GIVING

- Practical diplomacy and event leadership.
- Professional, diplomatic, and ceremonial images to project.
- Communication and networking personal charisma, written and verbal practices.
- Public speaking and programme presentation skills.

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