

## International Protocol and Diplomacy Certification

*Accra (Ghana)*

*24 - 28 March 2025*

UK Training

**PARTNER**



## International Protocol and Diplomacy Certification

Code: PR28 From: 24 - 28 March 2025 City: Accra (Ghana) 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.

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a knight) on it, set against a background of concentric circles. The text 'UK Training PARTNER' is overlaid on the right side of the board.

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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.

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a pawn) on it, set against a background of concentric circles. The text 'UK Training PARTNER' is overlaid on the board.

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