



**RIARA SCHOOL OF INTERNATIONAL RELATIONS & DIPLOMACY**

*NURTURING INNOVATORS*

**SEPTEMBER – DECEMBER 2019 TRIMESTER**

**EXAMINATIONS FOR DIPLOMA IN INTERNATIONAL RELATIONS & DIPLOMACY  
DAY PROGRAMME**

**INSTRUCTOR: AMB. JOSEPHINE AWOUR**

**RIR 307: DOCUMENTS OF DIPLOMACY COURSE**

**DATE: 9<sup>TH</sup> DECEMBER 2019**

**TIME: 2 HOURS**

**GENERAL INSTRUCTIONS:**

Students are NOT permitted to write on the examination paper during reading time.

This is a closed book examination. Text book/Reference books/notes are not permitted.

**SPECIAL INSTRUCTIONS:**

1. Write your REGISTRATION NO. Clearly on the answer booklet(s)
2. Answer Question One (COMPULSORY) and ANY One in Section B
3. Questions in all sections should be answered in answer booklet(s)
4. Marks allocated to each question are shown at the end of the question.
5. PLEASE start the answer to EACH question on a NEW PAGE
6. For the questions, write the number of the question on the answer booklet(s) in the order you answered them
7. Write your answers in paragraph form unless stated otherwise
8. Keep your phone(s) SWITCHED OFF at the front of the examination room
9. Keep ALL bags and caps at the front of the examination room and do not refer to any unauthorized material before or during the course of the examination
10. You are only allowed to leave the examination room 30 minutes to the end of the Examination

**SECTION A- COMPULSORY - ANSWER ALL QUESTIONS (30 Marks)**

**QUESTION ONE**

- a) Describe three major functions of Documents of Diplomacy (6 Marks)
- b) Define three Documents of Diplomacy used during internal Diplomatic communications (6 Marks)
- c) Explain three enabling Documents of Diplomacy (6 Marks)
- d) Define three Documents used in Multilateral Diplomatic negotiations (6 Marks)
- e) Describe three Documents of Diplomacy used during Summit Meetings (6 Marks)

**SECTION B- ANSWER ANY TWO QUESTIONS (40 MARKS)**

**QUESTION TWO**

Write a note Verbale from the Ministry of Foreign Affairs of Kenya to the Government of the United Kingdom informing them of a delegation from the Ministry of Transport intends to visit London between 15<sup>th</sup> -20<sup>th</sup> Dec 2019 to discuss issues pertaining to Bilateral Air Service (20 Marks)

**QUESTION THREE**

There is a United Nations Conference in Paris to discuss issues of Climate Change- Describe four Documents of Multilateral Diplomatic communications that will be used during the conference- (20 Marks)

**QUESTION FOUR**

There is an IGAAD Meeting scheduled to take place in Addis Ababa next month on South Sudan, Describe documents of Diplomacy that may be used during the Mediation meeting- (20 Marks)

**QUESTION FIVE**

Discuss Classifications of Documents of Diplomacy and challenges faced with classifications of Documents of Diplomacy (20 Marks)