
LAW No. 465
LAW OF DECEMBER 19, 2013

ALVARO GARCÍA LINERA
ACTING PRESIDENT OF THE PLURINATIONAL STATE OF BOLIVIA

Whereas, the Plurinational Legislative Assembly has enacted the following Law:

THE PLURINATIONAL LEGISLATIVE ASSEMBLY

DECREES:

LAW ON THE FOREIGN SERVICE OF THE
PLURINATIONAL STATE OF BOLIVIA

PRELIMINARY TITLE
GENERAL PROVISIONS

CHAPTER I
PURPOSE, PRINCIPLES, VALUES, AND SCOPE OF APPLICATION

Article 1. (PURPOSE). The purpose of this Law is to establish the nature of the Foreign Service of the Plurinational State of Bolivia, under the scope of powers and responsibilities of the Ministry of Foreign Affairs to which it reports; to regulate its organizational structure, its functions, its relationships, coordination, and supervision of the public servants who comprise it, within the framework of the Foreign Policy of the Plurinational State of Bolivia.

Article 2. (PRINCIPLES AND VALUES). The provisions of this Law shall be interpreted in accordance with the ethical and moral principles, values, and principles that govern international relations, as provided for in Articles 8, 10, Article 172, paragraph 5, and Article 255 of the Political Constitution of the State, and referentially by the following general postulates:

1. Rights. The exercise of the rights of Mother Earth, the principle of life, the right to satisfy our spiritual and material needs, and all human rights constitute the foundations for relations between the peoples and nations of the world with sovereignty and dignity. This generates the communal energy or energy of change that our peoples and nations long for.

2. Living Well. This is the civilizational and cultural horizon by which life is valued collectively, complementarily, and in solidarity, guaranteeing consensus, identity, and balance between our surroundings, between ourselves, and within ourselves, in order to establish relationships of brotherhood among the peoples and nations of the world through the communal energy of change.

3. Pluriculturalism. This constitutes recognition of the diversity of peoples and forms of social organization that exist and coexist within the territory of the Plurinational State of Bolivia, with their own ancestral, cultural, economic, and social knowledge.

4. Diplomacy of peoples for life. This consists of facilitating dialogue and work for all, prioritizing the interests of nations, promoting and facilitating not only relations between states but also between peoples, and valuing respect for human rights and principles of life over exclusive market and capital criteria. Thus, it assumes that the peoples of the world relate to each other in order to complement each other and reach, in a concerted manner and without impositions, agreements that allow for the protection of life and the planet. For this reason, it opposes all forms of imposition and violence by one people against another that threatens or destroys life.

5. Rights of indigenous peoples and nations. The full exercise of the collective and individual rights of indigenous peoples is guaranteed and respected. Likewise, the State will strengthen the integration of its nations and peoples.

indigenous peoples with the indigenous peoples of the world, and rejects all forms of racism and discrimination.

6. Knowledge and practices of indigenous peoples and nations. It revalues, promotes, develops, and maintains the institutional structures and/or legal, political, and economic systems, knowledge, practices, medicine, languages, rituals-spirituality, symbols, cultural identity, clothing, ancestral territories, territorial management, and self-determination of indigenous nations and peoples.

7. Right to peace. Bolivia is a pacifist state that promotes a culture of peace and the right to peace, as well as cooperation among the peoples of the region and the world, in order to contribute to mutual understanding, equitable development, and the promotion of interculturalism, with full respect for the sovereignty of states. It rejects all wars of aggression as a means of resolving disputes and conflicts between States and reserves the right to legitimate defense in the event of aggression that compromises the independence and integrity of the State. It also prohibits the installation of foreign military bases on its territory.

8. Food sovereignty and security. This constitutes the right of peoples and governments to define and implement their own public policies and sustainable strategies for the production, distribution, marketing, and consumption of healthy, nutritious, and culturally appropriate foods that guarantee the right to food for the entire population, based on small-scale producers, recovering and strengthening local knowledge, practices, and technologies, in harmony and balance with Mother Earth.

9. Maritime claim. The inalienable and imprescriptible right of the Plurinational State of Bolivia over the territory that gives it sovereign access to the Pacific Ocean and its maritime space. The effective resolution of the maritime dispute through peaceful means and the full exercise of sovereignty over that territory are permanent and inalienable objectives of the Bolivian State.

10. Integration and borders. Based on the premise that territorial integrity, preservation, and development of border areas are a duty of the State, and that on the principles of a fair, equitable relationship that recognizes asymmetries, social, political, cultural, and economic integration with other States, nations, and peoples of the world should be promoted, particularly Latin American integration. The reconstruction of Abya Yala and the complementary relations between its peoples guide the policy and vision of integration of the Plurinational State of Bolivia, seeking harmony and peace.

11. Solidarity and complementary trade. Exchange between countries aimed at benefiting their peoples and strengthening productive apparatus. It views trade as a means to achieve well-being and not as an end in itself. Instead of promoting competition between peoples, it seeks balanced and integrated exchange.

12. Interculturality. This constitutes the process of communication and interaction between individuals and groups in a horizontal and synergistic manner, promoting integration and harmonious coexistence between cultures and peoples of the world.

Article 3. (SCOPE OF APPLICATION).

I. The provisions of this Law apply to all international representations of the Plurinational State of Bolivia, inside or outside the country, and in particular to the public servants who make up the Foreign Service of the Plurinational State of Bolivia.

II. To civil servants of autonomous territorial entities and others that share or coordinate powers or responsibilities with the Ministry of Foreign Affairs, and to permanent or temporary representatives or delegates of the Plurinational State of Bolivia in international organizations.

CHAPTER II INSTITUTIONAL MISSION AND POWERS OF THE MINISTRY OF FOREIGN AFFAIRS

Article 4. (INSTITUTIONAL MISSION AND POWERS OF THE HIGHEST EXECUTIVE AUTHORITY).

I. The Ministry of Foreign Affairs is the governing body of the Plurinational State's international relations, which develops foreign policy for the defense of its sovereignty, independence, and interests through the application of diplomacy for the life of the peoples, for the benefit of Bolivians.

II. The Minister of Foreign Affairs, as the competent authority responsible for coordinating and executing the foreign policy of the Plurinational State of Bolivia, either directly or through the bodies provided for in this Law, has the following powers:

1. To direct bilateral and multilateral diplomatic relations, consular policy, and the participation and representation of the Plurinational State of Bolivia in international organizations, forums, and other spaces.
2. To preside over the Bolivian delegation at meetings, gatherings, forums, summits, assemblies, and other international events, either personally or through its dependents, by express instruction; as well as to appoint special missions and delegations abroad.
3. Participate in the preparation and negotiation of treaties, agreements, and other international legal instruments.
4. Manage relations with States, international organizations, and other subjects of international law, constituting the official and formal channel of communication for the Plurinational State of Bolivia.
5. Promote, facilitate, and strengthen the processes of brotherhood and integration of our peoples with the peoples of the world and the States.
6. Promote regional and subregional integration within the framework of the principle of cooperation among the peoples of the region and the world.
7. Promote food sovereignty with security and full respect for the rights of Mother Earth.
8. To assert the inalienable and imprescriptible right of the Plurinational State of Bolivia to the territory that gives it sovereign access to the Pacific Ocean and its maritime space.
9. Act as the central authority for international legal, judicial, fiscal, and administrative cooperation, ensuring that the competent authorities in the country and the relevant bodies abroad diligently fulfill their legal functions.
10. To be a valid interlocutor for diplomatic representations, special missions, consular offices, and international organizations accredited in Bolivia, overseeing and regulating their privileges and immunities; and coordinating and supporting their official protocol activities, under the principle of respect for and compliance with Bolivian regulations, international instruments, and criteria of international reciprocity, as appropriate.
11. Coordinate participation in trade negotiations, promoting solidarity and complementary trade, and sign trade agreements to that effect with other States, organizations, and international entities.
12. Ensure respect for the fundamental rights, identity, and dignity of Bolivians residing abroad and represent their interests before other States.
13. Assist in the implementation of plans, programs, or projects coordinated with other government agencies for the repatriation or return of Bolivians and their families to the country, when they request it in an organized manner.
14. Assist and document Bolivians abroad to guarantee the exercise of their rights.
15. Represent national interests and lead negotiations on international boundaries, borders, and waters, as well as border management in coordination with the competent authorities.
16. Direct, organize, and coordinate all official acts, events, and ceremonies of the Plurinational State of Bolivia, ensuring and promoting respect for the image of the country, its high authorities, and its highest representatives inside and outside the country.

17. Ensure respect for and proper use of the State's national symbols both within and outside the country.
18. Register and accredit religious and spiritual belief organizations, as well as regulate their operations, from the application for legal status to the formal start of their activities in the country.
19. Promote the diversity of Bolivian culture, the country's tourist attractions, and greater awareness of them.
20. Promote and publicize the country's exportable offerings, prioritizing production with the highest added value.
21. Promote investment in the country, economic, scientific, and technical cooperation for the benefit of the Bolivian people.
22. Legalize the signatures on national or foreign documents that have met the requirements of the issuing country and the destination country, so that they have full legal effect, with the possibility of retaining the documentation submitted in the cases and in accordance with the procedure set forth in the regulations.
23. To certify documents issued by competent public servants in the foreign service in their capacity as Notaries Public or Civil Registry Officials.
24. To register, safeguard, and supervise the awarding of national distinctions or other decorations of the Bolivian State.
25. Sign treaties, agreements, and other international legal instruments, instructing their special and historical registration, custody, publication, dissemination, and adequate follow-up.
26. Sign framework agreements or conventions with religious organizations, spiritual belief organizations, non-governmental organizations, and foreign foundations, cooperation agencies, and other subjects of international law, in order to establish their general regulatory framework, operation, and activities.
27. Authorize the marriage of a public servant in his or her department on foreign service with a national of the receiving State.
28. Directly appoint public servants to freely appointed or career positions in the Ministry of Foreign Affairs, in the central service or the foreign service.
29. All those provided for in the current regulations for Ministers of State.

Article 5. (NATURE).

I. The Foreign Service of the Plurinational State of Bolivia is the instrument for the planning, analysis, execution, coordination, consultation, and evaluation of a proactive and sovereign foreign policy based on criteria of transparency and social control. It is composed of a permanent body of trained public servants and other executors or officials responsible for representing it in the country and abroad, preserving and safeguarding the sovereignty, self-determination, interests, integrity, and identity of the Plurinational State of Bolivia.

II. With the philosophy of Living Well and through the diplomacy of peoples for life, the Foreign Service of the Plurinational State of Bolivia projects the Foreign Policy to the world with sovereignty, transparency, and identity, and governs the international relations of the Plurinational State of Bolivia, promoting the culture of life, complementary integration, and the sovereign return to the sea, for the benefit of Bolivians.

III. The Foreign Service of the Plurinational State of Bolivia is organized under the direction of the President of the Plurinational State of Bolivia, jointly with the Vice President, in terms of the formulation of foreign policy, and recognizes in its basic structure the central service, the foreign service, and other entities responsible for or implementing Bolivian foreign policy, in accordance with specific regulations and rules.

Article 6. (PUBLIC ACCOUNTABILITY AND EXERCISE OF SOCIAL CONTROL).

I. The Ministry of Foreign Affairs, responsible for the execution and coordination of the foreign policy of the Plurinational State of Bolivia, shall present the strategic and management objectives for each fiscal year to social organizations and the general public, gathering relevant suggestions and

Plurinational State of Bolivia, shall present its strategic and management objectives to social organizations and the general public for each fiscal year, gathering relevant suggestions and contributions that allow for their adjustment or modification. At the end of each fiscal year, it shall also report on the fulfillment of its strategic objectives and the results achieved during that period, thus allowing for social control in the supervision and monitoring of its performance in all areas under its jurisdiction.

II. Consulates shall also submit public accountability reports at least twice a year, ensuring social control, planning, and evaluation of management results, in a public event widely announced for that purpose and with the participation of fellow citizens in the host country.

III. Diplomatic missions and permanent representations to international organizations are also subject to public accountability and evaluation of management results, taking into account their specific characteristics and functions.

SECTION I CENTRAL SERVICE

Article 7. (MINISTRY OF FOREIGN AFFAIRS). The Ministry of Foreign Affairs has as its highest executive authority and legal and institutional representative the Minister of Foreign Affairs, with the rank of Ambassador Plenipotentiary and Extraordinary, who is the highest hierarchical and decision-making authority of the Central Service and the Foreign Service in terms of the execution and coordination of Bolivian foreign policy.

Article 8. (DEPUTY MINISTRIES).

I. The Deputy Ministries are headed by Deputy Ministers, with the rank of Ambassador, who, in accordance with their area of competence, generate and execute public policies and assume responsibility for the direct supervision of the Directorates-General under their authority, constituting the highest decision-making authority with respect to the legal functions assigned to each of them.

II. Within their respective areas of competence, they exercise authority, supervision, and coordination with the diplomatic missions, permanent missions, and consulates of the Bolivian Foreign Service.

Article 9. (DIRECTORATES-GENERAL).

I. The Directorates General represent the highest operational or administrative level of the Central Service and are headed by a Director General, with the rank of Ambassador, who performs his or her duties under the authority of the Minister, Deputy Ministers, as appropriate.

II. They are responsible for unit heads and operational areas, within the framework of the powers of the Ministry of Foreign Affairs, and permanently coordinate their activities with the diplomatic missions, permanent representations, and consulates of the Bolivian Foreign Service.

Article 10. (UNITS AND OPERATIONAL AREAS). The units and operational areas constitute the operational level of the Central Service, headed by a unit head or manager, as appropriate, in specific areas of defined competence, reporting directly to the Minister, Deputy Minister, Director General, as appropriate.

Article 11. (DEPARTMENTAL DIRECTORATES). The Departmental Directorates operate in the departments where technically required and justified, under the functional and hierarchical authority of the Minister of Foreign Affairs, who may expressly delegate this function to his or her Deputy Ministers. They are responsible for unit heads and operational areas within the framework of their specific functions.

Article 12. (TEMPORARY ASSIGNMENTS).

I. Civil servants of the Central Service or Foreign Service of the Ministry of Foreign Affairs may be commissioned to perform temporary, special, or specific functions within the framework of Bolivian foreign policy in other public sector entities, in which case they shall not lose any rights acquired by virtue of their status as civil servants.

II. Civil servants from other public entities who are temporarily assigned to the Ministry of Foreign Affairs shall receive the same treatment with regard to the rights they enjoy in their original public entity.

SECTION II FOREIGN SERVICE

Article 13. (GUIDING PRINCIPLES).

I. The establishment of diplomatic and consular relations between States and the dispatch of Permanent Missions, as well as the accreditation, acceptance, rejection, or dismissal of diplomatic and consular agents, and the opening, closing, and operation of their headquarters, shall be carried out by mutual consent, as appropriate. The severance of diplomatic relations does not imply the cessation of consular functions in the receiving State, nor does it constitute grounds for dismissal of the head of the respective Diplomatic Mission within the Foreign Service, in accordance with regulations.

II. The principles of inviolability, immunity, protection, and the granting of privileges, exemptions, and facilities apply to missions, their property, mail, messages, diplomatic bags, and vehicles, as well as their members, families, dependents, and private residences, in accordance with the rules of international law, criteria of reciprocity, and, failing that, international customs and practices, extend to their transit through third States, without prejudice to the obligation to respect and comply with the rules of the receiving State.

III. Public servants appointed to the foreign service shall have a minimum term of office of four (4) years, unless they are dismissed before the end of this period for just cause.

Article 14. (EMBASSY).

I. They constitute the permanent diplomatic representation of the Plurinational State of Bolivia, accredited to the States with which diplomatic relations are maintained.

II. Embassies have as their highest hierarchical authority, legal representative, and representative of the country before the receiving State and international organizations that have their permanent headquarters there, the Ambassador, who exercises his or her functions within the framework of Bolivian foreign policy, under the authority and supervision of the Minister of Foreign Affairs and the Deputy Minister of the area. Their appointment requires prior approval by the Senate, at the proposal of the President of the Plurinational State, and, depending on the case and the corresponding justification, they may also enjoy the status of "Extraordinary and Plenipotentiary".

III. Its structure recognizes the diplomatic ranks of Ambassador, Minister Extraordinary and Plenipotentiary, Minister Counselor, Counselor, First Secretary, and Second Secretary. Where appropriate, it also recognizes Attachés or Special Attachés with the equivalence of First Secretary in ascending order up to Minister Extraordinary and Plenipotentiary.

IV. In the absence of the Ambassador, the highest-ranking diplomatic official or, where applicable, the most senior official shall assume temporary responsibility for the Mission as Chargé d'Affaires (a.i.), who shall receive, from the sixteenth (16th) day of effective exercise of functions, an additional fifty percent (50%) of their salary, calculated from the cost of living assigned to the Ambassador. In the absence of both, an Office Manager shall be in charge, with limited functions, according to regulations and subject to instructions from the hierarchical authorities of the Ministry of Foreign Affairs.

V. In countries where no embassy has been accredited or where diplomatic relations have been broken off, the Consular Affairs Officer or Consul may perform diplomatic acts, subject to the authorization of the receiving State.

Article 15. (FUNCTIONS OF THE AMBASSADOR). The Ambassador has the following main functions:

1. Represent the Plurinational State of Bolivia in the State to which it was accredited, as well as in the States in which it was accredited as concurrent Ambassador.

2. To implement the foreign policy of the Plurinational State of Bolivia in the State to which he or she was accredited, strictly complying with the instructions of the Ministry of Foreign Affairs.
3. Ensure compliance with international agreements and obligations to which the Plurinational State of Bolivia is a party or has acceded.
4. To assist swiftly and efficiently in the processing of requests for legal, judicial, fiscal, or administrative cooperation received from the Central Service, as well as to ensure adequate and ongoing monitoring of their timely processing or response.
5. Promote and strengthen friendly relations and cooperation between the Plurinational State of Bolivia and the host country, and propose actions to develop political, economic, financial, commercial, academic, cultural, scientific, and tourism ties.
6. Promote and develop concrete actions aimed at attracting foreign investment and disseminating Bolivian export opportunities.
7. Disseminate up-to-date information on the political, social, economic, financial, commercial, cultural, and tourism situation of the Plurinational State of Bolivia in the host country; likewise, implement effective actions for the promotion of culture, trade, and tourism.
8. Use all lawful means to obtain information on the general situation and developments in the host country that are of national interest and report periodically to the Minister and Deputy Ministers, as appropriate.
9. Establish a consular section when no consulates of the Plurinational State of Bolivia have been accredited in the receiving State, or when these have been closed or the officials responsible have been dismissed.
10. Supervise and coordinate politically and strategically, as Head of Mission, the Permanent Representations and Consulates of the Plurinational State of Bolivia based in the respective receiving State.
11. Safeguard the Mission's archives and ensure their confidentiality, privacy, and proper management.
12. Ensure, in coordination with the Directorate General of Administrative Affairs and the Directorate General of Legal Affairs of the Ministry of Foreign Affairs, that the processes of contracting local personnel, goods, real estate, and services are carried out in accordance with the legislation of the receiving State and safeguarding the interests, exemptions, privileges, and immunities enjoyed by the Plurinational State of Bolivia.
13. Ensure, in coordination with the General Directorate of Administrative Affairs of the Ministry of Foreign Affairs, under principles of effectiveness, efficiency, and economy, the administration of allocated resources, the conservation, maintenance, periodic inventory, and disposal of real estate and movable property, as appropriate.
14. Manage the corresponding accreditations of Mission personnel and the exequatur of diplomatic and consular public servants in the State to which they were appointed, upon receipt of the appointment and official written communication from the Ministry of Foreign Affairs.
15. Submit periodic reports, ex officio or upon specific request, regarding the activities of the Mission.
16. Report and coordinate on an ongoing basis the fulfillment of its functions, goals, and objectives with the competent authorities of the Central Service of the Ministry of Foreign Affairs.
17. Sign or initial the Mission's official correspondence.
18. Authorize permits, licenses, and vacations for your staff.
19. Participate in official events and ceremonies as indicated by the protocol of the receiving State.

20. In coordination with the consulates accredited in the receiving State, maintain permanent contact and ensure respect for the human rights and specific needs of the Bolivian community residing abroad.

21. Commemorate, together with the Bolivian community residing abroad, local authorities, and the accredited diplomatic corps, publicly and officially, the national holidays of January 22, August 6, and others that the Plurinational State of Bolivia expressly instructs its Missions Abroad to observe.

22. Ensure the validity and proper use of the immunities and privileges of the Mission and its personnel.

23. Lodge diplomatic protests in accordance with the relevant instructions.

24. Others expressly instructed by the hierarchical authorities of the Foreign Service, in accordance with the corresponding regulations.

Article 16. (REPRESENTATIONS IN PERMANENT MISSIONS TO INTERNATIONAL ORGANIZATIONS).

I. They constitute the Representation of the Plurinational State of Bolivia before International Organizations, responsible for conducting diplomatic activity with the other member states of the respective Organization.

II. The Permanent Missions to International Organizations are headed by an Ambassador, who is recognized as having the same representative, internal organizational, and legal substitution powers as Embassies, under the supervision and political and strategic coordination of the respective hierarchical authority of the latter.

Article 17. (FUNCTIONS OF THE PERMANENT REPRESENTATIVE TO INTERNATIONAL ORGANIZATIONS). The Permanent Representative to International Organizations has the following main functions:

1. To represent the Plurinational State of Bolivia and maintain liaison with the International Organization to which he or she was accredited.

2. To observe and safeguard the interests of the Plurinational State of Bolivia.

3. Participate in and report on all negotiation processes within the framework of the Organization to which he or she was accredited.

4. Implement the foreign policy of the Plurinational State of Bolivia in the international organization to which you have been accredited, strictly complying with the instructions of the Ministry of Foreign Affairs and in coordination with the corresponding embassy.

5. Ensure compliance with international agreements and obligations to which the Plurinational State of Bolivia is a party or has acceded.

6. To assist swiftly and efficiently in the processing of requests for legal, judicial, fiscal, or administrative cooperation received from the Central Service, as well as to ensure adequate and ongoing monitoring of their processing or timely response, in cases where there is no accredited embassy in the country where they are based; where no concurrence has been assigned; or where diplomatic relations have been severed.

7. Promote and improve cooperative relations between the Plurinational State of Bolivia and the international organization to which it was accredited.

8. Disseminate updated information in the appropriate forums on the progress and positions of the Plurinational State of Bolivia on the various multilateral agreements signed.

9. To obtain information by all lawful means on the general situation and developments in the receiving State that are of national interest, and to report periodically to the Minister and Deputy Ministers, as appropriate.

10. Periodically submit reports, either ex officio or upon specific request, regarding the activities of the Representation.

11. Report and coordinate on an ongoing basis the fulfillment of its functions, goals, and objectives with the competent authorities of the Central Service of the Ministry of Foreign Affairs.

12. Safeguard the Mission's archives and ensure their confidentiality, privacy, and proper management.

13. Ensure, in coordination with the General Directorate of Administrative Affairs and the General Directorate of Legal Affairs of the Ministry of Foreign Affairs, that the processes of contracting local personnel, goods, real estate, and services are carried out in accordance with the legislation of the receiving State and safeguarding the interests, exemptions, privileges, and immunities enjoyed by the Plurinational State of Bolivia.

14. Ensure, in coordination with the Directorate General of Administrative Affairs of the Ministry of Foreign Affairs and under the principles of effectiveness, efficiency, and economy, the administration of allocated resources and the conservation, maintenance, periodic inventory, and disposal of real estate and movable property, as appropriate.

15. Manage the corresponding accreditations of the staff of the Representation to the International Organization and the receiving State to which they were appointed, upon receipt of the appointment and official written communication from the Ministry of Foreign Affairs.

16. Sign or initial the Mission's official correspondence.

17. Authorize permits, licenses, and vacations for subordinate personnel.

18. Ensure the validity and proper use of the immunities and privileges of the Mission and its staff.

19. Others expressly instructed by the hierarchical authorities of the Foreign Service, in accordance with the corresponding regulatory standard.

Article 18. (CONSULATES).

I. Consulates are the representations of the Plurinational State of Bolivia before another State, intended to protect the fundamental rights of Bolivians abroad, represent their interests, provide services, and respond to requests from Bolivians and foreigners.

II. Consulates are headed by the Consul General, Consul, Vice Consul, or Consular Agent, who, according to each case and in order of succession or hierarchy, exercise the legal function and representation of the respective consular office and district. They perform their duties within the framework of Bolivian foreign policy, report to the Minister of Foreign Affairs and the Deputy Minister of the area, and are under the political and strategic supervision and coordination of the respective Ambassador.

III. In countries where no Consulate has been accredited, the Consular Office has been closed, or its officials have been dismissed, the public servant holding the diplomatic rank of First or Second Secretary, in that order, in the respective Diplomatic Mission, shall fully assume such functions as Head of Consular Affairs. If there are no public servants with such ranks accredited to the respective Mission, the Head of Mission shall designate another accredited public servant, after consulting with the Deputy Minister of the area.

IV. The Ministry of Foreign Affairs may only appoint Honorary Consuls in those countries, states, and/or cities in which the Plurinational State of Bolivia has not accredited rented consulates or does not meet the condition described above.

V. The centers that issue documentation to Bolivian citizens abroad depend on the respective Consulate General and operate under the direction of a manager and the necessary administrative and technical staff.

Article 19. (CONSULAR FUNCTIONS).

I. Consuls General, Consuls, Vice Consuls, and Consular Agents have the following functions:

1. Provide and manage public documents that ensure the exercise of the fundamental rights of Bolivians abroad.
2. Present to foreign authorities the relevant actions to guarantee respect for the rights and interests of Bolivians, in accordance with the principles and norms of international law.
3. Provide support, assistance, and protection to Bolivian individuals residing abroad, primarily, and to legal entities, when appropriate.
4. Perform specific functions as notaries public or civil registry officials, and certify the documents they issue in such capacities.
5. To assist in the registration and democratic participation in the electoral processes of the Plurinational State of Bolivia abroad, under the responsibility of the Supreme Electoral Tribunal.
6. Legalize the signatures on national or foreign documents that have met the requirements of the issuing country and the destination country, so that they have full legal effect.
7. To assist swiftly and efficiently in the processing of requests for legal, judicial, fiscal, or administrative cooperation received from the Central Service, as well as to ensure adequate and ongoing monitoring of their processing or timely response.
8. To seek the location of fellow citizens in their constituency at the request of family members or the competent authorities of the Plurinational State of Bolivia, enforcing the obligation of Bolivians abroad to register at the respective Consular Offices.
9. Implement mechanisms to monitor the situation of Bolivian nationals detained and/or convicted in prisons abroad; visit prisons to offer consular assistance and verify the legitimacy of the corresponding judicial proceedings.
10. Visit hospitals where Bolivian citizens are hospitalized.
11. Assist in the repatriation of minors and the remains of Bolivians who have died abroad, mainly to families in extremely vulnerable and precarious economic situations.
12. Protect, in cases brought to its attention, the welfare of Bolivian children and adolescents authorized for international adoption, in coordination with the relevant authorities.
13. Provide legal guidance on local regulations and, where necessary, seek ex officio defense of the receiving country and the return of social security contributions to Bolivians who so require.
14. Assist in negotiations with charitable authorities in the receiving country, international organizations, and non-governmental organizations for humanitarian purposes, on behalf of Bolivians who are homeless or in extremely vulnerable situations, as well as victims of natural disasters, states of war, or international crimes.

15. To assist in the implementation of policies, plans, programs, or projects that the National Migration Council has developed in coordination with other government agencies for the repatriation or return of Bolivians and their families to the country, when they request it in an organized manner.

16. Manage fiscal values and report to the competent authority, applying criteria of effectiveness, efficiency, economy, transparency, and legality.

17. Report and coordinate on an ongoing basis the fulfillment of its functions, goals, and objectives with the competent authorities of the Central Service of the Ministry of Foreign Affairs.

18. Support the respective Diplomatic Mission in the tasks of promoting tourism, culture, trade, and export promotion.

19. Safeguard institutional archives and ensure their confidentiality, privacy, and proper management.

20. Ensure, in coordination with the Directorate General for Administrative Affairs and the Directorate General for Legal Affairs of the Ministry of Foreign Affairs, that the processes for contracting local personnel, goods, real estate, and services are carried out in accordance with the legislation of the receiving State, safeguarding the interests, exemptions, privileges, and immunities enjoyed by the Plurinational State of Bolivia.

21. Ensure, in coordination with the General Directorate of Administrative Affairs of the Ministry of Foreign Affairs, and under the principles of effectiveness, efficiency, and economy, the administration of allocated resources and the conservation, maintenance, periodic inventory, and disposal of real estate and movable property, as appropriate.

22. Submit periodic reports, either ex officio or upon specific request, regarding the activities of the Consulate.

23. Sign or initial the Consulate's official correspondence.

24. Authorize permits, licenses, and vacations for its staff.

25. Others expressly instructed by the hierarchical authorities of the Foreign Service, in accordance with the corresponding regulations.

II. Honorary Consuls shall be governed by specific regulations governing their appointment, designation, functions, and termination.

SECTION III OTHER PERSONS RESPONSIBLE FOR OR IMPLEMENTING FOREIGN POLICY

Article 20. (REPRESENTATIVES OR DELEGATES TO INTERNATIONAL ORGANIZATIONS). The Foreign Service shall be composed of

Foreign Service, all Representatives or Delegates accredited by the country to International Organizations, on a temporary or permanent basis, who must fulfill their mandate and functions within the framework of Bolivian Foreign Policy, in coordination with and under the strategic supervision of the Ministry of Foreign Affairs.

Article 21. (SPECIAL ATTACHÉS). The Foreign Service is made up of officials from other state entities assigned to the Foreign Service, on express commission and charged to their respective institutional budgets, who must ensure the optimal fulfillment of the tasks entrusted to them, in military, police, specialized, cultural, or other duly justified functions. They shall carry out their mandate within the framework of Bolivian Foreign Policy, in coordination with and under the strict supervision of the Ministry of Foreign Affairs, reporting hierarchically, functionally, and organizationally to the respective Head of Diplomatic Mission, to whom they shall submit periodic reports on the performance of their activities for the evaluation of their performance.

Article 22. (PRESIDENTIAL PLENIPOTENTIARY DELEGATIONS).

I. The President of the Plurinational State of Bolivia has the power to delegate Plenipotentiary Representation with the rank of Ambassador Extraordinary to any Minister of State, authority or public servant, national or departmental assembly member, representative of social movements, organized civil society, or

prominent figure for special public or confidential missions of a temporary nature, in order to execute specific presidential mandates, on a paid or honorary basis.

II. Official delegations of the Plurinational State of Bolivia participating in international events, forums, summits, assemblies, meetings, and gatherings shall be chaired by the respective authority accredited by the Ministry of Foreign Affairs and coordinated by public servants from the Central Service or Foreign Service.

Article 23. (DECENTRALIZED AND DECONCENTRATED ENTITIES). The Ministry of Foreign Affairs may have under its authority or supervision, as appropriate, deconcentrated or decentralized entities created by specific legal provisions with a specific mission within the framework of Bolivian foreign policy; these entities also form part of the Foreign Service of the Plurinational State of Bolivia and must coordinate their activities and operations with the respective hierarchical authorities.

CHAPTER III ADMINISTRATIVE AND FINANCIAL REGIME

Article 24. (SYSTEMS AND REGIMES FOR THE ADMINISTRATION, ALLOCATION, AND DISPOSAL OF RESOURCES).

I. Due to the special characteristics of the Foreign Service, the Ministry of Foreign Affairs may adopt special government administration systems in accordance with the activities, operations, transactions, and functions of the Foreign Service, as well as salary regimes different from those established for the Central Public Administration, considering the cost of living in the country where the functions are carried out.

II. The Ministry of Foreign Affairs is authorized to allocate and dispose of resources earmarked for protocol and reciprocity expenses, for the purpose of attending international events or visits.

III. The provisions of this Article shall be subject to regulation.

Article 25. (SOURCES OF FUNDING). In order to fulfill its special and specific purposes, the Ministry of Foreign Affairs has the following sources of funding:

1. Own income generated by:

a) Resources established by express legal provision resulting from duly approved procedures, legalizations, and consular fees, in accordance with the corresponding regulations.

b) Resources from inter-institutional agreements with public and private entities in the country, as well as international organizations or subjects of international law.

2. Resources granted annually by the General Treasury of the State.

3. Public and private donations, from domestic or foreign sources.

4. Other income.

Article 26. (DISPOSAL OF OWN RESOURCES). One of the priority functions of the Foreign Service is to assist and protect Bolivians abroad. To this end, the Ministry of Foreign Affairs may use resources generated by consular services to support, protect, and assist Bolivian nationals in order to strengthen foreign policy and to purchase assets and equipment for the institution.

Article 27. (PURCHASE OF REAL ESTATE ABROAD). The Ministry of Foreign Affairs may acquire real estate abroad for the operation of its diplomatic missions, consular offices, and permanent representations to international organizations, directly, in accordance with the current regulations of the Plurinational State of Bolivia and those of the receiving State.

Article 28. (EVIDENCE FOR THE INITIATION OF ACTIONS). Delays, failures, or insufficiencies in accountability attributable to the competent hierarchical authority of the respective Foreign Service Office shall be equivalent to a breach of an obligation to the State, for which purpose the General Directorate of Administrative Affairs shall

shall prepare a duly substantiated Financial Control Report, which, subject to legal criteria, notification to the party concerned, receipt and evaluation of their defenses, clarifications, or justifications, and approval by the Minister of Foreign Affairs, shall constitute evidence for directly initiating civil, criminal, administrative, executive, or other appropriate legal action.

TITLE II INTERINSTITUTIONAL COORDINATION OF FOREIGN RELATIONS

CHAPTER I MAIN PRINCIPLES

Article 29. (GUIDING PRINCIPLE). The Principle of Inter-institutional Coordination is established with all entities of the Public Sector, in matters of international relations within the framework of Bolivian Foreign Policy, whose coordination and execution is the exclusive responsibility of the Ministry of Foreign Affairs.

Article 30. (MECHANISMS FOR INTERINSTITUTIONAL COORDINATION).

I. For the purposes of the proper and efficient exercise of shared powers with the central government, the autonomous territorial entities and public entities involved in their implementation shall, within the framework of their powers, through their international relations bodies, shall directly coordinate the establishment of their international relations, as well as tasks relating to the integrity and preservation of the State's borders, within the framework of Bolivian foreign policy, with the respective vice-ministries and directorates-general of the Ministry of Foreign Affairs.

II. The civil servants who make up these bodies may approve the training and continuing education courses offered by the Plurinational Diplomatic Academy. They act as liaisons with the Ministry of Foreign Affairs to ensure the proper execution and implementation of foreign policy, provide technical advice to the authorities of the entity to which they belong on matters relating to the review and monitoring of compliance with international treaties, international negotiation, relations with other States, subnational, departmental, and municipal bodies, foreign non-governmental organizations, cooperation agencies, and other subjects of international law; and accredit the official delegations of their respective entities that attend international events on behalf of the Plurinational State of Bolivia.

III. The same International Relations Bodies or other public servants designated for this purpose as Protocol Bodies shall perform protocol functions under the strict supervision and coordination of the General Directorate of State Ceremonial of the Plurinational State. They shall also receive ongoing training and updates from the General Directorate, under the academic guidelines and directives established by the General Directorate of the Plurinational Diplomatic Academy.

IV. All international negotiations promoted by autonomous territorial entities must be communicated and coordinated, through their International Relations Bodies, with the Ministry of Foreign Affairs, and once the inter-institutional agreements have been signed, they must be sent to the Historical Archive of Treaties and Institutional Memory of Foreign Affairs for registration, safekeeping, and publication.

Article 31. (COORDINATION WITH THE LEGISLATIVE, JUDICIAL, AND ELECTORAL BODIES). Within the framework of the principle of independence and separation of State Bodies, the Bodies responsible for International Relations of the Legislative, Judicial, and Electoral Bodies shall govern their actions in accordance with Bolivian Foreign Policy and shall permanently and effectively coordinate such relations, within the exclusive framework of their competences, with the Ministry of Foreign Affairs.

Article 32. (ARMED FORCES AND BOLIVIAN POLICE). The Armed Forces and the Bolivian Police may accredit, before the Foreign Service of the Plurinational State of Bolivia, at the expense of their institutional budgets, the International Relations and Protocol Bodies, which shall be governed, as appropriate, by the provisions of Article 30 of this Law.

TITLE III HIGHER AND DECISION-MAKING BODIES AND AGENCIES

OF THE FOREIGN SERVICE OF THE
PLURINATIONAL STATE OF BOLIVIA

CHAPTER I
HIGHEST DECISION-MAKING BODY

Article 33. (DIRECTION OF FOREIGN POLICY).

I. The President of the Plurinational State of Bolivia is responsible for directing foreign policy and is the highest decision-making authority for planning, design, formulation, and modification.

II. The Vice President of the Plurinational State of Bolivia shall assist the President in the formulation of foreign policy.

III. The Minister of Foreign Affairs and the Deputy Ministers of that department, according to their specific powers, shall implement and disseminate foreign policy within the framework described in this Law. To that end, they may seek the expert advice of other Ministers, Deputy Ministers, authorities, former authorities, public figures, specialized professionals, or experts of recognized standing.

Article 34. (IMPLEMENTATION AND COORDINATION OF FOREIGN POLICY).

I. For the purpose of the proper implementation of Bolivian Foreign Policy, the body formed in accordance with Paragraph III of the preceding Article shall meet on a permanent basis and shall perform, among others, the following functions:

1. Define guidelines, directives, policies, and regulations regarding the implementation of foreign policy.
2. Analyze, advise, and generate strategies and proposals regarding foreign policy.
3. Categorize missions and evaluate the relevance of opening or closing one or more of them.
4. Continuously evaluate the functioning of the Foreign Service, the institutional organizational chart, and the assignment of new roles, functions, or competencies.
5. Propose, evaluate, and instruct mechanisms for the effective implementation of the career path of the Ministry of Foreign Affairs.
6. Request reports from other authorities and public servants in the executive, judicial, legislative, and electoral branches, as well as from autonomous entities and other constitutionally established entities within the scope of their powers.
7. Assume, jointly or individually, institutional representation before the media, establishing the communication policy of the Ministry of Foreign Affairs.

II. Its decisions are final and binding and shall be recorded in duly signed minutes, the preparation, systematization, custody, and archiving of which shall be the responsibility of the competent Vice Ministry in the respective area.

CHAPTER II
ADMINISTRATIVE PROCESSES BOARD

Article 35. (NATURE AND MAIN FUNCTION). The Administrative Proceedings Board is the permanent and competent body for the admission, hearing, processing, and resolution in two instances of administrative proceedings against civil servants employed by the Ministry of Foreign Affairs, as well as former civil servants, for administrative violations of this Law, its regulations, and other provisions governing the conduct of public servants.

Article 36. (COMPOSITION).

I. The Administrative Proceedings Board is composed of three Commissions: Admission, Proceedings, and Appeals; each consisting of five (5) regular and alternate members, elected and appointed by the corresponding Ministerial Resolution. Its powers, organization, and operation shall be governed by regulations.

II. It has the legal and administrative support of a Technical Secretariat, which reports to the corresponding General Directorate.

CHAPTER III
MERIT EVALUATION AND RATING COUNCIL
AND GENERAL DIRECTORATE OF RANK AND PERSONNEL

MANAGEMENT Article 37. (MERIT EVALUATION AND RATING COUNCIL).

I. The Merit Evaluation and Qualification Council is the highest body responsible for implementing the career structure of the Ministry of Foreign Affairs, through its diplomatic and administrative ranks, with the technical support of the Directorate General of Seniority and Personnel Management, made up of the Minister of Foreign Affairs and the Deputy Ministers, who may expressly delegate their participation in said Council. Its decisions shall be binding and shall be adopted by a simple majority of votes. The Director General of the Plurinational Diplomatic Academy and the Director General of Rank and Personnel Management shall participate with the right to speak only.

II. Any authority or public servant of the Ministry of Foreign Affairs may participate as a guest and/or advisor to the Evaluation and Merit Rating Council, upon formal invitation.

Article 38. (POWERS OF THE MERIT EVALUATION AND RATING COUNCIL). The Merit Evaluation and Rating Council has the following main powers:

1. Define policies, plans, and strategies for the effective and full implementation of the career path of the Ministry of Foreign Affairs, in its Diplomatic and Administrative Ranks.
2. Approve requests for leave, licenses, and reinstatement submitted by civil servants of the Ministry of Foreign Affairs.
3. Authorize the admission and confirmation in office and rank of career civil servants of the Ministry of Foreign Affairs.
4. Qualify and arrange for the mobility of civil servants of the Ministry of Foreign Affairs.
5. Others in accordance with their nature, as expressly defined in the corresponding regulatory standard.

Article 39. (GENERAL DIRECTORATE OF RANK AND PERSONNEL MANAGEMENT). The General Directorate of Rank and Personnel Management is the technical and administrative support body and Technical Secretariat of the Merit Evaluation and Qualification Council; responsible for providing technical and professional advice and assistance in the processes of admission, confirmation in office, performance evaluation of civil servants, detection of training needs, and mobility of career civil servants of the Ministry of Foreign Affairs, in its Diplomatic and Administrative Ranks. It shall also be responsible for the administration of the entity's personnel, in accordance with regulations.

TITLE IV
PUBLIC SERVANTS EMPLOYED BY THE MINISTRY OF FOREIGN AFFAIRS
CHAPTER I
DEFINITION, REQUIREMENTS, AND TYPES
OF PUBLIC SERVANTS

Article 40. (PUBLIC SERVANTS).

I. Public servants of the Ministry of Foreign Affairs are individuals who, regardless of their rank, nature, and source of remuneration or economic compensation, perform public functions in a relationship of dependence on hierarchical authorities.

II. Their function is to promote and defend the interests of the State in the international community, to safeguard its prestige, and to foster its political, economic, and social relations. They are exclusively at the service of the State, society, and the Bolivian people, and do not obey any particular or partisan interests.

Article 41. (REQUIREMENTS). To enter and perform public functions in the Ministry of Foreign Affairs, the following requirements must be met:

1. Be a Bolivian citizen.

2. Be of legal age.
3. Successfully pass the Merit Competition and/or Competency Exam, when applicable. For entry into a diplomatic rank, completion of the Training Course of the Plurinational Diplomatic Academy or its equivalent must be accredited, or an express invitation must have been received from the Minister of Foreign Affairs due to professional status, personality, expertise, or technical skills of recognized standing or social commitment.
4. Fulfill military duties, in the case of males.
5. Not be subject to any of the prohibitions or incompatibilities established in the Political Constitution of the State and in this Law.
6. Not have any enforceable charges in tax enforcement matters, enforceable judgments in ordinary civil matters for debts owed to the State, enforceable convictions in criminal matters, pending enforcement, or enforceable final orders or resolutions in administrative proceedings with sanctions of dismissal, up to one year after the ruling was issued.
7. Speak at least two official languages of the Plurinational State of Bolivia. This requirement will be implemented progressively, as mandated by the Political Constitution of the State.
8. Submit a sworn statement of assets and income to the Comptroller General of the State.
9. Meet the minimum requirements for the corresponding position, presenting the supporting documents.

Article 42. (CLASSIFICATION).

I. Public servants of the Ministry of Foreign Affairs are classified as follows:

1. Appointed. Whose public function arises from an appointment, as established by the Political Constitution of the State or specific regulatory provisions. These include: Ministers, Deputy Ministers, Ambassadors, Consuls General, and Consuls.
2. Freely appointed. Whose public function arises from a direct appointment and free removal as an exclusive power of the Minister of Foreign Affairs, for activities of an administrative nature, management, and/or specialized technical advice, based on trust. These include: Directors-General, Department Directors, Chiefs of Staff, Advisors, Coordinators, Support Staff, Secretaries and Assistants, First Ministers, and Minister-Counselors.
3. Career civil servants. Their public service function arises from a merit-based competition, fulfillment of predetermined requirements, satisfactory completion of the regular course at the Plurinational Diplomatic Academy or its equivalent, and/or the respective qualifying test, as applicable and subject to the corresponding regulatory standard.

Career civil servants may be appointed to freely appointed and designated positions without losing their rank or career status, subject to the corresponding regulations.

Likewise, in duly justified extraordinary cases, the Minister of Foreign Affairs may directly order the incorporation into the civil service of public servants who meet the minimum profile and requirements, in accordance with regulatory standards.

The permanence and mobility of career civil servants is subject to performance evaluation.

These include: Counselor, First Secretary, Second Secretary, Third Secretary, Consul, Vice Consul, Consular Agent, Foreign Service Officer I, II, and III, and Administrative Officer I, II, and III. The rank of Third Secretary shall be exercised, in any case, for at least the first two (2) years in the Central Service.

II. Individuals associated with the Ministry of Foreign Affairs through an administrative contract that establishes their rights and obligations, in accordance with applicable law, are not considered public servants of the Foreign Service. This category, under a separate regime, also includes teachers hired by the Plurinational Diplomatic Academy.

III. Local personnel hired by the various diplomatic missions, consulates, representations to international organizations, and centers providing services and documentation to Bolivian citizens abroad are not considered civil servants of the Ministry of Foreign Affairs. Their rights and

obligations are subject to the applicable rules of the receiving State, safeguarding the interests, exemptions, privileges, and immunities enjoyed by the Plurinational State of Bolivia.

CHAPTER II RIGHTS, DUTIES, PROHIBITIONS, AND INCOMPATIBILITIES OF PUBLIC SERVANTS OF THE MINISTRY OF FOREIGN AFFAIRS

Article 43. (RIGHTS).

I. Public servants of the Ministry of Foreign Affairs enjoy the following rights:

1. Decent work, without discrimination and with fair, equitable, and satisfactory remuneration or salary, which ensures a dignified existence for themselves and their families, in accordance with the responsibility of the position or rank held.
2. To social security, hygiene, occupational health, and health benefits, inside or outside the country, for the fulfillment of a mission in the Foreign Service or a temporary assignment abroad. To this end, the Ministry of Foreign Affairs shall contribute to, contract, or finance the appropriate Social Security and Health Benefits System, and may adopt the current regime of the receiving State or other effective benefit mechanisms within the framework of Bilateral or Multilateral Treaties, Agreements, or Conventions ratified by Bolivia on the matter.
3. To perform their duties or tasks inherent to the exercise of their position, with equal rights between men and women in an appropriate, safe, harmonious, and fair work environment, with the necessary resources to fulfill their public service.
4. To be evaluated according to their efficiency and results.
5. To respect and consideration for their human and personal dignity in the exercise of public service.
6. To non-discrimination on the basis of gender, race, religion, political beliefs, or personal or other disagreements.
7. To enjoy vacations, leave, permits, and other legal benefits.
8. The enjoyment and use of leave, with the right to receive 100% of their remuneration and without deduction from vacation time, for marriage, death of parents, spouse, siblings, or children, maternity, paternity, or serious accidents or illnesses of their children.
9. To enter the career, access horizontal and vertical promotions, as established in this Law.
10. To tolerance in working hours for students, university and higher education students, teachers or professors, and for breastfeeding mothers.
11. To attend their workplace with their children until the children reach six months of age, in order to breastfeed them in optimal conditions and in environments suitable for this purpose.
12. Job security for pregnant mothers and parents until their child reaches one year of age, subject to compliance with the established legal requirements.
13. One day of paid leave per year for each mandatory mammogram and Pap smear.
14. In the case of civil servants with disabilities, to work in adequate and stable conditions, in accordance with their possibilities and abilities, with fair remuneration, subject to compliance with the established legal requirements.
15. To receive training, refresher courses, and technical training in accordance with the needs of the service and the skills of the public servant.
16. To receive training on measures to prevent, punish, and eliminate racism and all forms of discrimination.
17. To receive non-monetary incentives and awards for efficiency in their work or for distinguished service.
18. To receive formal recognition from governments, international organizations, and social movements awarded on a personal basis, such as decorations, medals, awards, prizes, and/or distinctions of a material or immaterial nature, in accordance with the corresponding regulations.
19. To submit written representations regarding superior orders that are considered contrary to the Political Constitution of the State and the laws, or detrimental to the collective interest of the institution or the State.
20. To access information about the objectives of the area where they work and to know the nature and tasks of the position they hold.
21. To receive travel expenses, per diem allowances, and representation expenses for trips commissioned by the institution, as well as the respective travel insurance.
22. To apply for scholarships offered and/or sponsored by the entity, and other State institutions, foreign public and private institutions, States, or international organizations, within or outside the country, provided that they meet the requirements in each case and that the position held is related to the studies to be undertaken.
23. Job stability, in the case of career civil servants, based on the principles of recognition of merit, performance evaluation, ability, efficiency, effectiveness, and equality, in accordance with the provisions of this Law.
24. To challenge administrative decisions regarding their admission, promotion, or retirement, in accordance with the provisions of

the applicable legal system.

25. To report conduct related to verbal abuse, denial of access to services, physical, psychological, and sexual abuse on racist and discriminatory grounds by public servants in the exercise of their duties to the appropriate administrative authorities.

26. Repatriation of the remains, family, and property of a public servant of the Foreign Service in the event of death.

II. The spouse of a public servant of the Ministry of Foreign Affairs who performs duties in the Foreign Service may work and receive fair and balanced remuneration, according to the beneficiary family group, in the same Diplomatic Mission, Consulate, or Permanent Representation to International Organizations, subject to prior authorization, verification of availability, and the corresponding regulatory standards. Likewise, in public and private entities of the receiving States, in accordance with the provisions of the Specific Agreements signed.

III. Public servants of the Ministry of Foreign Affairs who are related up to the fourth degree of consanguinity or second degree of affinity, marriage, or common-law union may, in exceptional cases, perform their duties simultaneously, subject to verification of availability and in accordance with the relevant regulations.

IV. In the cases described in Paragraphs II and III of this Article, admission to the Ministry of Foreign Affairs must comply with the requirements and procedures established in this Law.

Article 44. (DUTIES). Public servants of the Ministry of Foreign Affairs have the following duties:

1. To comply with and enforce the Political Constitution of the State, the laws and other regulations of the Plurinational State of Bolivia that regulate the activities of the Foreign Service, its regulations and procedures; as well as to respect the regulations of the receiving State, when applicable.
2. Perform their administrative functions, powers, and duties in a timely, prompt, economical, efficient, effective, and appropriate manner, with integrity and in full compliance with the internal regulations governing the exercise of their functions.
3. Respect the hierarchical order of the Foreign Service and the Ministry of Foreign Affairs.
4. To look after the interests of the Foreign Service and the preservation of the assets of the Ministry of Foreign Affairs; the safeguarding and conservation of property is an inherent obligation of all public servants.
5. Perform work inherent to their training, specialty, or skills, even when not included in the description of their duties, provided that it is within the legal framework.
6. Take timely measures conducive to the proper execution of assigned tasks and supervise the performance and discipline of staff under their authority.
7. Diligently attend to and resolve the requirements of users, social control, and interested parties.
8. Take care of and make proper use of the materials, goods, and fixed assets provided for the performance of their duties.
9. Preserve, safeguard, and maintain the documentation and files assigned to their custody, as well as provide timely and reliable information on matters inherent to their function.
10. Take a formal oath before taking office.
11. Submit the Affidavit of Assets and Income from the Comptroller General of the State to the competent authority before taking office, for updating purposes and at the end of your employment relationship.
12. Refrain from participating in any administrative act in which there is a conflict of interest with public service.
13. Maintain decorous and dignified conduct and behave courteously in relations with coworkers, users, social control entities, and the general public.
14. Provide documented accountability for money, resources, and/or assets received.
15. Report incidents of racism and discrimination to the appropriate authorities when they become aware of them.
16. Promote ethical conduct and good treatment in the service of citizens.
17. Defend the prestige, dignity, and interests of the State and assert the rights granted to it by treaties, laws, and international customs.
18. Maintain diplomatic secrecy or confidentiality in international affairs to safeguard the sovereignty, integrity, and interests of the Plurinational State.
19. Strictly safeguard confidential information on matters that come to their knowledge in the course of their duties, even after leaving the Ministry of Foreign Affairs, and preserve the inviolability of correspondence and diplomatic pouches.
20. Promote awareness of the Plurinational State and foster good political, economic, cultural, and social relations with the country in which they perform their duties.
21. Provide the necessary assistance to Bolivians and defend their rights in accordance with current regulations.

Article 45. (ETHICAL DUTIES).

I. The work of public servants of the Plurinational State of Bolivia in the area of foreign policy must be guided by moral principles and values such as legitimacy, legality, impartiality,

commitment and social interest, ethics, transparency, equality, competence, efficiency, quality, warmth, honesty, responsibility, and results that guarantee adequate service to society and the State.

II. The purpose of public ethics is to create a Foreign Service based on respect for the values and principles established in the Political Constitution of the State in order to improve the credibility of public servants; eliminate levels of corruption in public administration; and meet the needs of citizens through higher levels of efficiency and quality.

Article 46. (PROHIBITIONS). Public servants of the Ministry of Foreign Affairs are expressly prohibited from:

1. Exercising powers or functions outside their jurisdiction, except those expressly delegated by the competent authority.
2. Using real estate, personal property, or other public resources for partisan, private, or any other purposes that are not compatible with the specific activity of a civil servant.
3. Acting as an agent or representative in third-party proceedings carried out at the Ministry, Embassies or Consulates, International Organizations, Religious Organizations, Spiritual Belief Organizations, or Non-Governmental Organizations.
4. To misuse immunities or privileges granted by the receiving State.
5. Intervening in the internal politics of the foreign country in which they perform their duties.

Article 47. (INCOMPATIBILITIES). Public servants of the Ministry of Foreign Affairs are subject to the following incompatibilities:

1. Representing companies, businesses, associations, or organizations, both domestic and foreign, that have business or interests in common with the Plurinational State of Bolivia.
2. Engaging in more than one remunerated activity in the Public Administration, except for university teaching, provided that the schedules are compatible and express authorization has been granted by the competent authority.
3. The performance of the activities of public servants in the Ministry of Foreign Affairs is incompatible with any private work activity that may prevent, hinder, disrupt, create a conflict of interest, or compromise their impartiality in the fulfillment of their official duties and obligations.

CHAPTER III

RESPONSIBILITY AND DISCIPLINARY REGIME

Article 48. (RESPONSIBILITY FOR PUBLIC SERVICE). All public servants, former public servants of the Ministry of Foreign Affairs, assume full responsibility for their actions or omissions and, in accordance with applicable legal provisions, must be accountable to the relevant authority or body for their performance and the results obtained. Likewise, they must conduct themselves in accordance with the principles governing public service and be accountable for their economic, political, technical, and administrative responsibilities in the exercise of public service.

Article 49. (SPECIFIC REGULATIONS). The definitions of infraction and disciplinary sanction, the classification of minor, serious, and very serious offenses, and their sanctions, which shall range from a simple warning to dismissal, shall be determined by regulation.

CHAPTER IV

PLURINATIONAL DIPLOMATIC ACADEMY

Article 50. (PLURINATIONAL DIPLOMATIC ACADEMY).

I. The Plurinational Diplomatic Academy is the Ministry of Foreign Affairs' center for specialized professional training in diplomacy and international relations for candidates and members of the Foreign Service of the Plurinational State of Bolivia. It is comprehensive, multidisciplinary, democratic, intercultural, participatory, and decolonizing in nature, in accordance with the corresponding regulations.

II. It is responsible for the regular and ongoing training, education, updating, and specialization of public servants in the Central Service and Foreign Service of the Ministry of Foreign Affairs, International Relations Units, and all entities related to the execution and coordination of the Foreign Policy of the Plurinational State of Bolivia.

III. The General Directorate of the Plurinational Diplomatic Academy is the academic, technical, and administrative body, as well as the Technical Secretariat of the Academic Council.

IV. The Research Center for Diplomacy of Peoples for Life is the research and academic production body of the General Directorate of the Diplomatic Academy.

Article 51. (POWERS OF THE PLURINATIONAL DIPLOMATIC ACADEMY). The main powers of the Plurinational Diplomatic Academy are:

1. To prepare, receive, and grade tests and examinations for admission to the Plurinational Diplomatic Academy.
2. Defining and providing complementary training for postgraduate professionals in Diplomacy and International Relations from other similar academic institutions in Bolivia and other countries.
3. To provide training and award doctoral, master's, diploma, and other continuing education certificates in the areas of diplomacy and international relations, in coordination with the competent authorities and in compliance with the legal requirements established for higher education.
4. To train and update the civil servants of the Ministry of Foreign Affairs.
5. Participate in the selection and awarding of scholarships for applicants and civil servants of the Ministry of Foreign Affairs.
6. Promote research and academic outreach in the area of International Relations and Diplomacy of Peoples for Life.
7. Coordinate and establish inter-institutional cooperation agreements with other national and international academic institutions, whether public or private.
8. Other academic matters expressly defined in the corresponding regulatory standard.

Article 52. (ACADEMIC COUNCIL).

I. The Academic Council is the highest body of the Plurinational Diplomatic Academy, chaired by the Minister of Foreign Affairs and composed of the Deputy Ministers or delegates expressly accredited by them, and the Director General of the Plurinational Diplomatic Academy. Its decisions and recommendations shall be binding and shall be adopted by simple majority. One (1) representative of the teaching staff and one (1) representative of the students shall participate with the right to speak only.

II. In the event of the absence or impediment of the Chair of the Academic Council, the Deputy Minister of the Area shall assume legal responsibility as a substitute.

III. Renowned experts, academics, or authorities in the field may participate as guests and/or advisors to the Academic Council, following a formal invitation.

Article 53. (POWERS OF THE ACADEMIC COUNCIL). The main powers of the Academic Council are:

1. Defining policies, plans, curriculum designs, and strategies for the operation and constant updating of the Plurinational Diplomatic Academy.
2. To approve, modify, or eliminate the academic and research programs of the Plurinational Diplomatic Academy.
3. To approve the annual report on the activities of the Plurinational Diplomatic Academy.
4. Others of an academic nature expressly defined in the corresponding regulatory standard.

TITLE V
CAREER IN THE MINISTRY OF FOREIGN AFFAIRS

CHAPTER I GENERAL PROVISIONS

Article 54. (DEFINITION).

I. A career path is established for civil servants of the Ministry of Foreign Affairs, in both the diplomatic and administrative ranks.

II. The career path of the Ministry of Foreign Affairs represents the professional trajectory of civil servants of the Ministry of Foreign Affairs, based on merit in terms of experience, suitability, social commitment, skills, and abilities.

Article 55. (RANKINGS).

I. The career path of the Ministry of Foreign Affairs, considering the nature of the functions, recognizes the following ranks:

1. Diplomat, comprising the following ranks:

- a) Ambassador
- b) Minister First
- c) Minister Counselor
- d) Counselor
- e) First Secretary
- f) Second Secretary
- g) Third Secretary

2. Administrative, comprising the following ranks:

- a) Chancellery Officer I
- b) Chancellery Officer II
- c) Chancellery Officer III
- d) Administrative Officer I
- e) Administrative Officer II
- f) Administrative Officer III

II. The equivalencies in these ranks are established as follows: DIPLOMATIC

CONSULAR ADMINISTRATIVE

Ambassador

Minister of First

Minister Counselor

Counselor Consul First Secretary

Second Secretary Vice Consul Foreign Service Officer II
Foreign Service Officer III
Third Secretary Consular Agent Administrative Officer I
Administrative Officer II
Administrative Officer III

CHAPTER II ENTRY INTO THE CAREER, CIVIL SERVICE MOBILITY, AND PERFORMANCE EVALUATION

Article 56. (FORMS OF ENTRY).

I. Entry into the career of the Ministry of Foreign Affairs may be effected in the following ways:

1. Direct invitation. By decision of the Minister of Foreign Affairs, individuals who meet the minimum profile and requirements for the career, in its different ranks, will be invited.
2. Public call for applications. All individuals selected as a result of a merit-based competition and competency exam, based on the principles of legitimacy, legality, transparency, publicity, equal opportunity, social equity, and gender equality.
3. Through the Plurinational Diplomatic Academy. Applicable to students who successfully complete the regular course or complementary training at the Plurinational Diplomatic Academy and, depending on the availability of vacancies, who will initially be appointed to the rank of Third Secretary.

II. The personnel recruitment and selection procedure shall be subject to the relevant regulations.

III. In all cases, formal incorporation into the career of the Ministry of Foreign Affairs shall be effective upon confirmation of the evaluation carried out within a maximum period of six (6) months by the Evaluation and Merit Rating Council.

Article 57. (CIVIL SERVICE MOBILITY). Civil service mobility refers to changes to which career civil servants are subject during the performance of their public duties in the Ministry of Foreign Affairs, which are intended to improve service and promote its ongoing adaptation to the demands of the job.

Article 58. (FORMS OF CIVIL SERVICE MOBILITY). The following are forms of civil service mobility:

1. Rotation. A change that occurs between public servants of the same hierarchical level or rank, without reducing the salary remuneration within the same level.
2. Transfer. Change of a civil servant from one job to another of the same hierarchical level or rank, subject to verification of compliance with the profile and requirements for the new position. This will occur provided that the position is available and subject to evaluation and technical criteria by the competent authority and authorization by the Minister, Deputy Ministers, Ambassadors, Heads of Consular Offices, and express declaration of agreement and willingness by the civil servants involved.
3. Change of assignment. This shall proceed when the public servant completes their mission in the Foreign Service or, if they are in the Central Service, is assigned to the Foreign Service, through the respective appointment and prior evaluation of the public servant's performance.
4. Commission. Formal appointment of the public servant to fulfill a specific, previously defined objective, either in the same place where they perform their duties or in a different one. In the latter case, the expenses for travel and stay for the duration of the commission shall be assigned.
5. Promotion. Promotion of civil servants to a higher position up to the maximum rank in their career, from one level to another, according to criteria of equivalence, through an internal public call for applications, based on the results of the civil servant performance evaluation, in accordance with the provisions of this Law, provided that, in all cases, the candidates meet the requirements for the new position.

based on the results of the civil servant performance evaluation, in accordance with the provisions of this Law, provided that, in all cases, the applicants meet the requirements for the new position.

Article 59. (PERFORMANCE EVALUATION). The performance evaluation of civil servants is a continuous and ongoing process that measures the degree of fulfillment of activities, competencies, objectives, and results obtained by career civil servants. It shall be carried out institutionally at least once a year.

Article 60. (EFFECTS OF PERFORMANCE EVALUATION). The results of the civil servant performance evaluation may be:

1. Satisfactory or adequate evaluation. Results equal to or higher than the measurement parameters established for each career civil servant, leading to the application of incentives, recognition, promotions, and advancements.
2. Poor or insufficient evaluation. A result below the measurement parameters established for each career civil servant, leading to disciplinary sanctions and dismissal when appropriate.

CHAPTER III EDUCATION, TRAINING, AND CONTINUING

EDUCATION Article 61. (DEFINITION).

I. Training, education, and continuing education represent the set of processes involved in building, articulating, and acquiring knowledge about public management, foreign policy design and implementation, international relations, and diplomacy for the peoples of the world, among other topics, enabling the acquisition and development of skills and competencies for efficient performance within the framework of the Guiding Principles established in the Political Constitution of the State and this Law.

II. Training is a continuous and ongoing process of updating and strengthening the knowledge, skills, and attitudes of public servants, which contributes to improving their performance, based on the detection of emerging needs from performance evaluations.

Article 62. (TRAINING, EDUCATION, AND CONTINUING EDUCATION PROCESSES). The training, education, and continuing education processes for public servants of the Ministry of Foreign Affairs are the responsibility of the Plurinational Diplomatic Academy, in coordination with the General Directorate of Seniority and Personnel Management.

TITLE VI EMPLOYMENT REGIME, GROUNDS FOR TERMINATION AND REGISTRATION

CHAPTER I EMPLOYMENT REGIME AND GROUNDS FOR TERMINATION

Article 63. (EMPLOYMENT REGIME). The employment regime for civil servants of the Ministry of Foreign Affairs shall be governed by this Law, within the framework of the principles established in Article 232 of the Political Constitution of the State.

Article 64. (CAUSES).

I. The employment relationship between the Ministry of Foreign Affairs and the civil servant shall be terminated for the following reasons:

1. Resignation. This is understood as the act by which the public servant voluntarily expresses their determination to terminate their employment relationship with the entity, for which they must communicate this decision in writing at least fifteen (15) calendar days in advance, during which time they must hand over the documentation, digital information, and fixed assets under their responsibility, presenting a report on the completion of

activities and pending tasks. Failure to comply with the above will result in liability under the civil service regulations.

2. Retirement. This occurs when a public servant decides, in exercise of their right, to enter the passive sector, subject to the rules governing social security. The entity may also determine their dismissal for the same reason, following a report from the relevant authorities on the feasibility of retirement in compliance with the necessary formalities for its implementation.

3. Disability. This occurs when a public servant suffers from physical incapacity, illness, or impairment, as declared by the competent legal authorities, which definitively prevents them from performing their work in compliance with the rules governing social security.

4. Negative, insufficient, or unsatisfactory confirmation evaluation. This occurs when the public servant, after completing the probationary period, is evaluated negatively.

5. Poor performance evaluation. This occurs when the result of the performance evaluation process is below the minimum rating, understood as professional or civil service insufficiency, subject to the corresponding regulatory standard.

6. Elimination of the position. Due to reorganization or transfer of powers, competences, or functions. It must be supported by technical and legal reports approved by the Minister of Foreign Affairs. Termination due to elimination of the position must be communicated at least thirty (30) calendar days in advance to the public servant involved and will only proceed if there is no other position of equal rank and responsibility available within the Ministry of Foreign Affairs.

7. Dismissal or forced retirement. This occurs as a result of an internal administrative process, manifest incompatibility, or other legal grounds without process established in the corresponding regulatory provision of this Law.

II. The dismissal of career civil servants that is not based on any of the grounds established in this Law is prohibited, under the responsibility of the offending authority.

III. For the dismissal of a public servant, provision must be made for the enjoyment of any outstanding vacation time, if applicable.

CHAPTER II

REGISTRATION OF PERSONNEL MANAGEMENT INFORMATION

Article 65. (PERSONNEL INFORMATION). The Ministry of Foreign Affairs, through the Directorate General of Seniority and Personnel Management, shall administer the information archive of all civil servants of the Ministry of Foreign Affairs, in order to maintain a computerized, systematized, and updated record of individual documentation, as well as information on other civil servants who make up the Foreign Service.

Article 66. (INSTITUTIONAL INFORMATION). Institutional documentation shall include that generated in personnel management, including databases and computer media.

Article 67. (REGISTRATION SYSTEM). Information on the status, entry, promotion, evaluations, seniority, experience, general and specific merits, training, absences, administrative proceedings, and termination of public servants of the Ministry of Foreign Affairs, and, where applicable, other public servants who make up the Foreign Service, shall be concentrated in a separate Registration System, subject to the corresponding regulatory standards.

TRANSITIONAL PROVISIONS

FIRST. All public servants currently working in the Ministry of Foreign Affairs must comply with this Law, following an individual assessment by the Merit Assessment and Rating Council, where applicable. To this end, all necessary measures shall be taken for the organization and full implementation of the new Foreign Service of the Plurinational State of Bolivia, within a maximum transition period of two (2) calendar years, starting from the approval of the corresponding Regulatory Norm.

Bolivia, within a maximum transition period of two (2) calendar years, calculated from the approval of the corresponding Regulatory Norm.

SECOND. During the same period, the new organizational structure of positions and ranks shall be implemented and adapted to internal regulations, in accordance with this Law.

THIRD. For the purposes of complying with this Law, the Ministry of Economy and Public Finance shall allocate resources from the National Treasury, in accordance with financial availability.

FOURTH. Until the corresponding regulatory standards are approved and implemented, the existing regulations shall remain in force, provided that they do not conflict with this Law.

FINAL PROVISIONS

FIRST. Through the corresponding regulatory norm, the organizational structure of the Foreign Service of the Plurinational State of Bolivia shall be developed, considering its specific characteristics, specific functions, special features, and the basic guidelines of the organizational structure of the Executive Branch, as well as the international instruments that govern the matter; it shall also regulate the levels of coordination, supervision, dependence, or guardianship defined in this Law.

SECOND. The actions and decisions taken by the authorities of the Foreign Service are ratified, within the framework of State policies, treaties, conventions, international agreements, and other institutional determinations that do not contradict the Political Constitution of the State.

REPEALING AND REPEALING PROVISIONS

REPEAL PROVISION. Law No. 1444 of February 15, 1993, Foreign Service Law, is hereby repealed.

REPEALING PROVISION. All provisions contrary to this Law are repealed. Refer to the Executive Branch for constitutional purposes.

Given in the Session Hall of the Plurinational Legislative Assembly, on the twelfth day of December of the year two thousand thirteen.

Signed: Lilly Gabriela Montaña Viaña, Betty Asunta Tejada Soruco, Andrés Agustín Villca Daza, Claudia Jimena Torres Chávez, Marcelo Elío Chávez, Ángel David Cortés Villegas.

Therefore, I hereby enact it to be observed and enforced as a Law of the Plurinational State of Bolivia.

Government Palace of the city of La Paz, on the nineteenth day of December of the year two thousand thirteen.

SIGNED: ALVARO GARCÍA LINERA, Juan Ramón Quintana Taborga, Carlos Gustavo Romero Bonifaz, Luis

Alberto

Arce Catacora, Ana Teresa Morales Olivera MINISTER OF PRODUCTIVE DEVELOPMENT AND PLURAL ECONOMY AND INTERIM MINISTER OF FOREIGN AFFAIRS, Claudia Stacy Peña Claros, Amanda Dávila Torres.

MANDATORY SIGNATURE

SUPREME DECREE No. 690

NOVEMBER 3, 2010 .- Provides for mandatory subscription, without exception, of all public sector entities that make up the organizational structure of the Executive Branch, as well as public entities and companies that are under its

dependence or guardianship, to the Official Gazette of Bolivia, under the Ministry of the Presidency, for the physical acquisition of Laws, Decrees, and Supreme Resolutions.

TEXT OF CONSULTATION

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DEL ESTADO PLURINACIONAL DE BOLIVIA

PROPIEDAD INTELECTUAL
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2021

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INVENCIONES Y NUEVAS TECNOLOGÍAS
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