MOROCCAN YOUTH COUNCIL FOR DIPLOMATIC AND INTERNATIONAL COOPERATION

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National Coordinating Office Rabat Morocco

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National Coordinating Office: Rabat, Morocco

Public reference sheet for the MYCDIC national coordinating office.

Institutional role

The Rabat National Office supports Morocco-based coordination, domestic institutional follow-up, national relations, and alignment with the approved structure of MYCDIC.

Public information

Operational details and visit arrangements are communicated through approved institutional channels where appropriate.

Public institutional edition prepared for the MYCDIC website. Original signed records and competent institutional decisions prevail where applicable.

Institutional Application Annex

DOCUMENT

National Coordinating Office Rabat Morocco

INSTITUTIONAL USE NOTE

This annex expands how the existing controlled document should be applied within MYCDIC. It does not silently replace the core text. Where the underlying document contains legal, statutory, registration, appointment or other authoritative wording, that original wording remains controlling unless a separately approved instrument expressly amends it.

Operational principles

Authority & scope

Use the document only within the mandate, office, programme or activity to which it actually applies. No publication or title may be read as conferring diplomatic, governmental or legal authority that MYCDIC does not possess.

Decision records

Material approvals, delegations, exceptions and risk decisions should be traceable to an authorized office, a dated record and an identifiable institutional reference.

Integrity & safeguarding

Apply conflict-of-interest, confidentiality, dignity, anti-harassment, data minimization and safeguarding standards proportionately to the activity and the people involved.

Public communication

External statements, branding, media activity and partner references should be accurate, reviewable and consistent with approved institutional positions and published records.

Category-specific implementation expectations

- Use the document according to its stated scope, current institutional mandate and the authority of the office responsible for the activity.
- Keep material decisions and exceptions traceable through proportionate records and clear ownership.
- Protect personal information, confidential operational material, credentials and sensitive institutional data from unnecessary disclosure.
- Use the Council name and visual identity accurately and avoid statements that imply unapproved authority, partnership, endorsement or legal status.
- Review the document when relevant structures, law, risk, technology or operating procedures materially change.
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Control, Review & Digital Validation

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1

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Use the document in the approved institutional context and identify the responsible office or role.

2

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Keep proportionate evidence of significant approvals, decisions, incidents, exceptions and outcomes.

3

Review

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4

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