

New working hours of consular service  
accommodating the need to fight COVID-19 infection

2<sup>nd</sup> April, 2020

Embassy of Japan in the Republic of Zambia

The consular office in the Embassy of Japan, having introduced a reservation system in the face of COVID-19 infections. The reservation procedure remain the same as below. This measure aims to ensure maximum attention to prevent the spread of COVID-19 diseases and does not mean any decreased level of services provided. We wish to seek your understanding and cooperation for these new measures.

-Office Hours for visa and consular services

Opening dates 08:00-12:00hrs 14:00-16:00hrs

-Please make a reservation at least 1 business day before your visit by either of the following procedures.

1 Reservation by email

The representative mail: [jez.consul@lu.mofa.go.jp](mailto:jez.consul@lu.mofa.go.jp)

2 Reservation by telephone

Embassy reception +260-211-251-555

-Please let us know your name, date and time as well as the purpose of visit at the time of reservation.

(For example)

1 Name

GAIMU Taro

(Specify Full Name)

2 Date and time of visit

Friday, 6th April 09:00-09:30

(Select a convenient time from 08:00 to 12:00 and 14:00 to 16:00 on the days specified as above)

3 Purpose of visit

Visa application

(The purpose of the visit should be clearly stated, such as various certifications, family and nationality registration, passport application, textbook receipt, application for

overseas electoral certificate, etc.)

-Depending on the reservation status, the time may be changed when the office is crowded.

-Applications and reports related to the registration for overseas electoral lists will be flexibly handled during the office hours.

-Request for registration of residence and and “Tabirezi” (If you have Japanese nationality).

Before traveling abroad, please make sure to inform your family, friends, and workplace of your schedule and contact information on your travel destination. If you are staying for more than 3 months, please make sure to submit a registration of residence (If you have Japanese nationality).

(<https://www.ezairyu.mofa.go.jp/RRnet/index.html>)

If you are traveling or on business for less than 3 months, please register with the overseas travel registration of the Ministry of Foreign Affairs “Tabirezi” so that you can receive safety-related information at any time during your stay overseas (If you have Japanese nationality).

(For details, <https://www.ezairyu.mofa.go.jp/tabireg/index.html>)

(Embassy of Japan in Zambia)

○Embassy reception

+260-211-251-555

○Consul and security section

+260-977-77-1205

+260-977-77-1206

If you have registered for the simplified “Tabirezi” and would like to stop receiving e-mails, please follow the procedure below.

<https://www.ezairyu.mofa.go.jp/tabireg/simple/delete> (Stop)