



PAPUA NEW GUINEA
IMMIGRATION & CITIZENSHIP SERVICE AUTHORITY
Office of the Chief Migration Officer

PUBLIC NOTICE

02/2017

CHANGES TO PNG PASSPORT APPLICATION PROCESSES

The PNG Immigration & Citizenship Service Authority wishes to inform the general public that due to the recent integrity issues concerning lodgement of applications for PNG Passport by persons providing misleading/falsified information, the Authority is now implementing a stringent assessment and processing mechanism. These measures are put in place to protect the integrity of PNG's National Travel Documents.

Clients are to take note of the changes relating to documents accompanying their passport applications. Applications provided without conforming to the requirements below **will not** be accepted.

Birth certificates

The old Birth Certificate with the blue hard cover or a certified copy of the old Birth Certificate will no longer be accepted. All clients are encouraged to apply for and obtain the new genuinely issued PNG Birth Certificate and National Identity Card to attach with their Passport applications.

Commissioner for Oaths

The Application form must be duly completed and certified by a Magistrate or Court Official from the National/Provincial/District Court House or a Legal Officer with Commissioner for Oaths title. A copy of the ID (passport bio page, drivers licence, employee ID card) of the person signing as Commissioner for Oaths and their contact number and address must be attached with the application. Applications verified by any ordinary Commissioner for Oaths will not be accepted.

Freelance agents

Application forms **will not** be accepted from freelance agents other than the following:-

- ✓ Recognized and locally registered Visa Agents with Investment Promotion Authority. Agent must provide copy of IPA company registration.
- ✓ Individual applicants must lodge personally and provide a form of ID when lodging.
- ✓ Persons lodging application on behalf of applicant must provide a form of ID and declare their relationship to the applicant.

Interviews will be conducted with applicant(s) where necessary and when lodged by a registered Visa Agent/Consultant.

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The application form(s) must be signed by the applicant and in the event of a minor must be signed by the parent/guardian. Forms signed by Agents will not be accepted.

The Authority will strictly adhere to its 15 Working Day turnaround timeframe except for those lodged under Fast-processing facility for PNG Passports. Applicant(s) applying for PNG passports through the Fast processing facility are advised to present themselves as thorough screening and interview will be undertaken at the counter.

Applications lodged directly with employees of the Authority will not be entertained and officers will be dealt with accordingly under the ICSA Code of Ethics. The Counter Service is open to the public from Mondays-Fridays, 9:00am – 12:00 noon.

This Notice will take effect as of 01 March 2017.

Any further information/clarification on this Notice, please do not hesitate to contact our Client Service on email: clientservice@immigration.gov.pg for appropriate assistance.

The Authority takes this opportunity to thank our valued clients and general public for your understanding and cooperation in this regard.

Authorized by:



Mr Solomon Kantha
Acting Chief Migration Officer

01 March 2017