



INDEPENDENT STATE OF PAPUA NEW GUINEA
DEPARTMENT OF JUSTICE & ATTORNEY GENERAL

Oaths, Affirmations and Statutory Declarations Act 1962 (Chapter 317)

Section 12B (3)(b)

Form 12

APPLICATION FOR APPOINTMENT AS A COMMISSIONER FOR OATHS

A. Personal particulars.

Applicant's Title (*if any*): _____

Full Name (*given name first*) _____

Have you ever been known by any other name? **YES / NO.**

If **YES**, please give details: _____

Date of Birth: _____ Place of Birth: _____ Age: _____

Occupation: _____

B. Contact details.

Residential Address (street address): _____

Postal Address: _____

Telephone No. _____ Mobile: _____

Email Address: _____

C. Employment details

Positions held (*if any*) _____

Employer/Company Name: _____

Place of Work (*province, city, town*) _____

Postal Address: _____

Tel: _____ Fax: _____

Email: _____

D. Citizenship information

Are you a PNG citizen? YES /NO

If NO –

(i) State your nationality:_____

(ii) Provide copy of your current **Passport Bio-Data page**

(iii) Do you have a Work Permit? YES/NO.

If **YES**, provide copy of **Work Permit**.

(iv) How long have you **resided** in PNG (continuously)? _____

(v) How long do you **intend to reside** in PNG? _____

E. Criminal History

Have you ever been **charged** with any offence anywhere that has not been decided? **YES/NO**

If **YES**, please give details (*such as the offence, where & when you were charged*)

(Attach a separate sheet if insufficient space)

Have you ever been **convicted** for an offence anywhere by any court? **YES/NO.**

If **YES**, please give details (*such as the offence, where & when you were found guilty & the sentence(s) imposed*)

(Attach a separate sheet if insufficient space)

Have adverse finding or comment ever been made about you by any court, tribunal, inquiry, regulatory agency, complaint handling or dispute resolution body or professional, business, trade or industry association? **YES/NO**

If **YES**, please provide details:

(Attach separate sheets if insufficient space)

F. Reasons for making the Application.

I make this application for the following reasons (*applicant must demonstrate a substantial and continual need for appointment*):

(Attach separate sheets if insufficient space)

Give details of the documents you consider you will be required to witness or commission and their frequency:

<u>Name of Document</u>	<u>Frequency</u>
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(Attach separate sheets if insufficient space)

If employed, please, indicate (if you know) –

- (a) Total number of staff at your place of employment: _____
- (b) Number of staff already holding a Commissioner for Oaths Appointment _____

NOTE: The Minister for Justice may prescribe or determine other particulars as and when appropriate.

G. Disclosure

In signing this application form, you consent to the Department of Justice and Attorney-General to –;

- (i) Receive sensitive information on racial or ethnic origin and criminal record to process your application
- (ii) releasing your name and contact details for public information on the Department of Justice and Attorney General’s website, etc. for clients to seek your service as a Commissioners for Oath.



PAPUA NEW GUINEA
STATUTORY DECLARATION

I, _____ of _____,
(Insert name and occupation of applicant) *(Insert address of applicant)*

do solemnly and sincerely declare that:

- 1. the information provided in the Application for Appointment as a Commissioner for Oaths is true; and**
- 2. I know it is an offence to make a statutory declaration knowing it is false in any material particular.**

And I make this solemn declaration by virtue of *Oaths, Affirmations and Statutory Declarations Act 1962*, conscientiously believing the statements contained therein to be true in every particular.

Declared at _____ the _____ day of _____ 20 _____

Signature of Applicant _____

Witness by _____
(Signature of person before whom the declaration is made, i.e., the witness)

Name (print) of witness: _____

Address and telephone number of witness –

(a) Address _____

(b) Telephone No. _____ Email: _____

NOTE: This written statutory declaration must comply with Part 3 of the *Oaths, Affirmations and Statutory Declarations Act*.

NOTE: Making a declaration knowing it is false in a material particular is an offence for which you may be fined or imprisoned.

Privacy Notice

The Department of Justice and Attorney General complies with related laws to privacy in Papua New Guinea. All information provided will be kept confidential except for those that will be uploaded on the Department's website.