



COMMISSIONER FOR OATHS APPLICATION

CHECKLIST		
1. Application Form	Must be in Form 12 (<i>attached</i>)	<input type="checkbox"/>
2. Two Recent Character References	Must be from 2 different referees from 2 different organizations who have known the applicant for at least 12 months and who are either the holders of a responsible position or have some standing in the community .	<input type="checkbox"/>
3. National Police Clearance Certificate	Must be original and issued by the National Criminal Records & Intelligence Office of the Royal (PNG) Constabulary Police Headquarters within the last six (6) months	<input type="checkbox"/>
4. A Recent Letter of Support	Must be from the applicant's employer if the appointment is required for employment duties/purposes and must outline the reason(s) for requiring the appointment ; or Must be from the relevant community organisation if the applicant requires the appointment for community involvement purposes	<input type="checkbox"/>
5. Proof of Identification	Copy of both sides of Drivers Licence (with signature) or Passport or National Identification Card (NID) or Employment ID. Non-citizens <i>must</i> provide copy of their valid Work Permit & current Passport Bio Data page in addition to either of the above. An applicant must also submit 2 recent coloured passport-sized photos (with signatures on the back)	<input type="checkbox"/>
6. Birth Certificate	Must be from the National Civil Registry Office Applicant must be mature, i.e., the applicant must be 30 years of age and above. Birth Certificate requirements is not applicable to non-citizens.	<input type="checkbox"/>
7. Proof of Application Fee Payment	Original Receipt for payment of application fee of K1, 000.00 into the Consolidated Revenue Fund under Attorney General Revenue Sundry Receipts Vote (125.99) at Finance Department, Vulupindi House , or any Treasury Office must be provided Cash or any personal cheques are NOT acceptable	<input type="checkbox"/>
8. Other particulars	Minister for Justice may prescribe or determine other particulars as and when appropriate	<input type="checkbox"/>