

Unvalidated References:

Civil Registration Act 1963

This reprint of this Statutory Instrument incorporates all amendments, if any, made before 25 November 2006 and in force at 1 July 2001.

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Legislative Counsel
Dated 25 November 2006

INDEPENDENT STATE OF PAPUA NEW GUINEA.

Chapter 304.

Civil Registration Regulation 1967

ARRANGEMENT OF SECTIONS.

1. Interpretation.
2. Fees.
3. Prescribed particulars.
4. Prescribed registers.
5. Forms of extracts and certificates.
6. Form of application for search, etc.
7. Returns of births and deaths.
8. Form of medical certification of still-birth.
9. Medical certificate.
10. Form of information of legitimation.
11. Form of application for foreign legitimations.
12. Form of Register of Foreign Legitimations.
13. Particulars, etc., to be verified.

SCHEDULE 1 – Forms.

SCHEDULE 2 – Fees.

Civil Registration Regulation 1967

MADE under the *Civil Registration Act 1963*.

Dated 200 .

1. INTERPRETATION.

In this Regulation, unless the contrary intention appears “medical attendant” means a person, other than a medical practitioner, who in the normal course of his occupation is accustomed to render medical, surgical or nursing attention to other persons.

2. FEES.

The fees prescribed in Schedule 2 are the fees payable for the respective matters set out in that Schedule.

3. PRESCRIBED PARTICULARS.

For the purposes of the definition of “prescribed particulars” in Section 1 of the Act, the particulars—

- (a) of a birth—are the particulars specified in Form 1; and
- (b) of a death—are the particulars specified in Form 2; and

- (c) of a marriage—are the particulars specified in Form 3; and
- (d) of an adoption—are the particulars specified in Form 4.

4. PRESCRIBED REGISTERS.

For the purposes of Section 5 of the Act, the prescribed form for the register of—

- (a) births is Form 5; and
- (b) deaths is Form 6; and
- (c) marriages is Form 7.

5. FORMS OF EXTRACTS AND CERTIFICATES.

For the purposes of Section 20 of the Act, the prescribed form of—

- (a) an extract of an entry of birth, death or marriage and the certification of the entry is Form 8; and
- (b) a certificate of entry of a birth is Form 9; and
- (c) a certificate of entry of a death is Form 10; and
- (d) a certificate of entry of a marriage is Form 11; and
- (e) a certificate of entry of a foreign legitimation is Form 12.

6. FORM OF APPLICATION FOR SEARCH, ETC.

An application under Section 21 of the Act for a search or for an official copy of an entry in a register shall be in Form 13.

7. RETURNS OF BIRTHS AND DEATHS.

For the purposes of Sections 24 and 33 of the Act, the prescribed form for a return of births and deaths within prescribed premises is Form 14.

8. FORM OF MEDICAL CERTIFICATION OF STILL-BIRTH.

For the purposes of Section 30 of the Act, the prescribed form for a medical certificate of still-birth is Form 15.

9. MEDICAL CERTIFICATE.

(1) For the purposes of Section 36 of the Act, the prescribed form for a medical certificate is Form 16.

(2) Where a person who died in the country was not attended by a medical practitioner immediately before or during the illness that terminated in his death, and the body was not viewed by a medical practitioner after his death, a medical attendant who attended the person or who viewed the body after the death may

forward to the Registrar or a Registration Officer a medical certificate in Form 16 and the provisions of Section 36 of the Act (with the necessary modifications) apply to and in respect of the certificate as if it were a certificate of a medical practitioner under that section.

10. FORM OF INFORMATION OF LEGITIMATION.

An information of legitimation under Section 45 of the Act shall be in Form 17.

11. FORM OF APPLICATION FOR FOREIGN LEGITIMATIONS.

For the purposes of Section 49 of the Act, the prescribed form for an application for the registration of a foreign legitimation is Form 18.

12. FORM OF REGISTER OF FOREIGN LEGITIMATIONS.

For the purposes of Section 50 of the Act, the prescribed form for the Register of Foreign Legitimations is Form 19.

13. PARTICULARS, ETC., TO BE VERIFIED.

(1) The Registrar may require a person giving particulars or information required for the purposes of the Act or this Regulation to verify the particulars or information by statutory declaration.

(2) A person who fails to comply with a request of the Registrar to make a statutory declaration in accordance with Subsection (1) is guilty of an offence.

Penalty: A fine not exceeding K40.00.

SCHEDULE 1 – FORMS.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 1 – Particulars of Birth.

Act, Sec. 1. Form 1.Reg., Sec. 3(a).

Particulars of Child.

Item No.

1. Surname:
2. Given names:
3. Sex:
4. Date of birth (if still-born add the word "still-born"):
5. Place of birth:

Particulars of Parents.

6. Surname (and maiden name of mother):
7. Given names:
8. Age:
9. Birth place:
10. Occupation of father:
11. Usual place of residence:
12. Names and address of medical practitioner or other person in attendance at delivery of child:

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Civil Registration Act 1963.

Form 2 – Particulars of Death.

Act, Sec. 1. Form 2.Reg., Sec. 3(b).

Particulars of Deceased.

Item No.

1. Surname:
2. Given names:
3. Sex:
4. Age:
5. Place of birth:
6. Occupation:
7. Usual place of residence:
8. Conjugal status, particulars of marriages and issue:
9. Surname of parents (and maiden name of mother):
10. Given names of parents:
11. Occupation of father:

Particulars of Death.

12. Date of death:
13. Place of death:
14. Cause of death:
15. Certifier of death:

Particulars of Burial.

16. Date of burial:
17. Place of burial:
18. Certifier of burial:

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 3 – Particulars of Marriage.

Act, Sec. 1. Form 3.Reg., Sec. 3(c).

Particulars of Marriage.

Item No.

1. Date of marriage:
2. Place of marriage:
3. Marriage solemnized according to
4. Names of witnesses:
5. Names and denomination or designation of celebrant:

Particulars of Parties.

6. Surname:
7. Given names:
8. Usual occupation:
9. Usual place of residence:
10. Conjugal status:
11. Date of birth:
12. Place of birth:

Particulars of Parents.

13. Surname (and maiden name of mother):
14. Given names:
15. Occupation of Father:

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Civil Registration Act 1963.

Form 4 – Particulars of Adoption.

Act, Sec. 1. Form 4.Reg., Sec. 3(d).

Particulars of Child.

Item No.

1. Surname before adoption:
2. Given names before adoption:
3. Sex:
4. Date of birth:
5. Place of birth:
6. Surname of father:
7. Given names of father:
8. Maiden name of mother:
9. Given names of mother:

Particulars of Adoptive Parents.

10. Surname:
11. Given names:
12. Age:
13. Place of birth:
14. Occupation:
15. Usual place of residence:

Names Given in Adoption.

16. Surname:
17. Given names:
18. Adoption order or certificate under Section 54 of the *Adoption of Children Act*:
19. Date order or certificate made:

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Civil Registration Act 1963.

Form 5 – Register of Births.

Act, Sec. 5. Form 5.Reg., Sec. 4(a).

Number of Entry in Register:

Child—

Given names:

Surname:

Place of birth:

Date of birth:

Date of registration:

Signature of Registration Officer:

Place of registration:

Sex and whether birth sole, twin, triple, etc.:

Parents—

Mother:

Father:

Age

Occupation

Birthplace

Usual place of residence

Surname (mother's maiden name)

Given names

Name and address of medical practitioner or other person present at the birth:

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Civil Registration Act 1963.

Form 6 – Register of Deaths.

Act, Sec. 5. Form 6.Reg., Sec. 4(b).

No. in Register: Date of registration:

Details of death—

Date of death:

Registrar-General.

Place of death:

Cause of death:

Details of person certifying death:

Details of deceased—

Name of deceased:

Sex:

Age:

Birthplace:

Occupation:

Last place of residence:

Conjugal status:

Details of Descendants—

Marriage.	1st		2nd		Other	
	Male	Female	Male	Female	Male	Female
Date of marriage						
No. of issue living						
No. of issue deceased						

Maiden name of spouse:

Name and occupation of father of deceased:

Name of mother of deceased:

Date and place of burial:

Details of person certifying burial:

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 7 – Register of Marriages.

Act, Sec. 5. Form 7.Reg., Sec. 4(c).

Marriage was solemnized between the parties particulars of whom are given below on ... 20 ... at (*church or other place*), (*village or suburb and city or town*), (*province*) according to

	Bridegroom.	Bride.
1. Surname		
2. Given names		
3. Usual occupation		
4. Usual place of residence		
5. Conjugal status		
6. Birthplace		
7. Date of birth		
8. Father's name in full		
9. Mother's maiden name in full		
Witnesses to the marriage: (<i>full names</i>)		
	No.	Celebrant.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 8 – Extract of Entry.

Act, Sec. 20. Form 8.Reg., Sec. 5(a).

I certify that according to entry No. ... in a register of (*births, deaths or marriages, as the case may be*) kept in the custody of the Registrar-General under the *Civil Registration Act* ... (*was born at, died at, or was married to ... at ... , as the case may be*) on ... 20...

Dated ... 20 ...

Registrar-General.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 9 – Certificate of Birth Entry.

Act, Sec. 20. Form 9.Reg., Sec. 5(b).

I certify that the following particulars are contained in an entry in a Register of Births kept in the custody of the Registrar-General under the *Civil Registration Act*.

No. of Entry:

Details of Child—

Given names:

Surname:

Place of birth:

Date of birth:

Sex:

Details of Mother—

Maiden surname:

Given names:

Details of Father—

Surname:

Given names:

Occupation:

Dated . . . 20...

Registrar-General.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 10 – Certificate of Death Entry.

Act, Sec. 20. Form 10.Reg., Sec. 5(c).

Issued under Section 20 of the *Civil Registration Act*.

I certify that the following particulars are contained in an entry in a Register of Deaths kept in the custody of the Registrar-General under the *Civil Registration Act*.

No. of Entry:

Details of deceased—

Surname:

Given names:

Place of birth:

Age:

Sex:

Occupation:

Place of residence:

Conjugal status:

Date of death:

Place of death:

Cause of death:

Place of burial:

Parents of Deceased—

Father—

Surname:

Given names:

Occupation:

Mother—

Maiden surname:

Given names:

Dated . . . 20..

Registrar-General.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 11 – Certificate of Marriage Entry.

Act, Sec. 20. Form 11.Reg., Sec. 5(d).

Issued under Section 20 of the *Civil Registration Act*.

I certify that the following particulars are contained in an entry in a Register of Marriages kept in the custody of the Registrar-General under the *Civil Registration Act*.

No. of Entry:

Date of marriage:

Place of marriage:

Bridegroom. Bride.

Surname:

Given names:

Occupation:

Conjugal status:

Birthplace:

Age or date of birth:

Father— Surname:

Given names:

Mother— Maiden surname:

Given names:

Dated . . . 20

Registrar-General.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 12 – Certificate in respect of Registration in Register of Foreign Legitimations.

Act, Sec. 20. Form 12.Reg., Sec. 5(e).

I, . . . , the Registrar-General of Papua New Guinea, certify that the legitimation of . . . is registered in the Register of Foreign Legitimations and that the information set out below is contained in the entry of that legitimation in that Register.

INFORMATION.

- Full name of child:
- Sex:
- Date of birth:
- Place of birth:
- Full name of father:
- Full name of mother:
- Dated . . . 20
- Registrar-General.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 13 – Application for Search or Official Copy.

Act, Sec. 21. Form 13.Reg., Sec. 6.

To Registrar-General, Appn. No.
 Port Moresby.
 Application is made for a search of your records as follows:—

Register.	No., name or description of entry.	Date of event or other known information about entry.

- Information sought:
- Reason for application:
- Details of applicant— Name:
- Postal address:
- Phone no:

(Signature of Applicant.)

Dated . . . , 20

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 14 – Return of Births/Deaths.

Act, Secs. 24, 33. Form 14.Reg., Sec. 7.

Return of births/deaths* occurring within (name or other description of prescribed premises) during the month of ... 20....

Date of event.	Name of person.		Name and address of next of kin of person.
	Surname.	Given names.	

I certify that the above is a list of all births/deaths* that are required to be included in this return.

(Signature of Occupier.)

Dated ... 20....

*Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 15 – Medical Certificate of Still-birth.

Act, Sec. 30. Form 15.Reg., Sec. 8.

I, (name of certifier) of ... certify that a male/female* child of (name of mother) was still-born on (date) at (place).

I was present at the still-birth/I viewed the body* of the child on ... 20....

(Signature of Certifier.)

Dated ... 20....

*Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 16 – Medical Certificate of Death.

Act, Sec. 36. Form 16.Reg., Sec. 9.

Details of deceased—

Surname:

Given names:

Sex:

Age:

Last usual place of residence— (a) village or town:
(b) province:

Occupation:

Place of employment:

Name and address of employer:

Details of Death—

Date and time of death:

Place of death:

Date deceased was last seen alive by certifier:

Date body was first viewed by certifier after death:

Was the body subject of a post-mortem examination?

Was the consent of a Coroner obtained to the issue of this certificate?

If so, give name and location of Coroner:

I certify that to the best of my knowledge and belief the cause of death of the above named was

Approximate interval between onset and death:

I.

Disease or condition directly leading to death*—

Antecedent causes— (a)
due to (or as a consequence of)

Morbid conditions (if any) giving rise
to the above cause, stating the
underlying condition last (b)
due to (or as a consequence of)
(c)

II.

Other significant conditions contributing
to the death, but not related to the
disease or condition causing it

Details of Certifier—

Name:

Location:

Position held:

(Signature of Certifier.)

Dated . . . 20. . . .

* This does not mean the mode of dying, e.g., heart failure, asthenia, etc. It means the

disease, injury or complication that caused death.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 17 – Information with respect to Legitimation.

Act, Sec. 45. Form 17.Reg., Sec. 10.

To

We/I*, . . . of . . . , and . . . of . . . , the parents (or a parent or the surviving parent) of . . . furnish the information set out below concerning the legitimation and declare that the information is correct.

Legitimated child—

Surname:

Given names:

Date of birth:

Place of birth (*village, city, town or province and country*):

Place at which birth registered:

If deceased, date of death:

Parents of legitimated child—

Father's name (*in full*):

Father's present address:

Mother's name (*in full*) at time of birth of child:

Mother's present address:

Date of marriage of father and mother:

Place of marriage:

Form of marriage:

Dated . . . 20. . . .

(*Signature of Informants.*)

* Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 18 – Application to Register Legitimation of Child in Register of Foreign Legitimations.

Act, Sec. 49. Form 18.Reg., Sec. 11.

Application is made by (*full name, address and occupation of applicant*) to register in the Register of Foreign Legitimations the legitimation of (*full name*) who is the legitimate child of his parents by virtue of Section 52 (*or 53 or 54*) of the *Marriage Act* (*or by virtue of Section 111(2) of the Marriage Act 1961 of Australia, as in force from time to time*).

We are the parents of (*or I am the parent of or I am the surviving parent of or I am the person who has obtained an order under Section 55 of the Marriage Act relating to*) the child. An official record of birth in respect of the child is furnished with this application (*or It is impracticable to obtain an official record of birth in respect of the child for the following reason:— . . .*).

An official record of marriage in respect of the marriage of the parents of the child is produced with this application (*or It is impracticable to obtain an official record of marriage in respect of the marriage of the parents of the child for the following reason:— . . .*).

We/I declare that the information set out below in connection with this application is correct.

Information concerning legitimated child—

Surname: . . .

Given names: . . .

Sex: . . .

Date of birth: . . .

Birthplace (*village, city, town or province and country*): . . .

Place at which birth registered (*if birth not registered in any country, state why*): . . .

If deceased, date of death: . . .

Information concerning parents of legitimated child—

Father's name (*in full*): . . .

Father's present address (*if father now dead, write "deceased"*): . . .

Father's occupation: . . .

Father's birthplace (*village, city, town or province and country*): . . .

Mother's maiden name (*in full*): . . .

Mother's name (*in full*) at time of birth of child: . . .

Mother's present address (*if mother now dead, write "deceased"*): . . .

Date of marriage of father and mother: . . .

Place of marriage: . . .

Information concerning domicile—

Father's domicile at time of his marriage to mother of child:*

Facts relied on as establishing domicile:*

Father's residence at time of his marriage to mother of child:*

Name of parent domiciled or resident in Papua New Guinea at relevant time for the purposes of Section 54(2) of the *Marriage Act*:**

Facts relied on as establishing domicile:**

Information concerning order under Section 55 of Marriage Act—

Court by which order made:***

Date of order:***

Whether appeal instituted, and, if so, result of appeal:***

Information concerning belief in validity of void Marriage—

At the time of the intercourse that resulted in the birth of the child (or at the time when the ceremony of marriage took place), I believed that the marriage referred to above was valid:**

Grounds for belief by applicant that marriage valid at the relevant time for the purposes of Section 54(1) of the *Marriage Act*:**

Circumstances in which applicant learned that marriage void:***

Dated . . . 20. . . .

(Signature(s) of Applicant(s))

* Omit if legitimation effected by Section 54 of the *Marriage Act* or if order under Section 55 of that Act obtained.

** Omit if legitimation not effected by Section 54 of the *Marriage Act* or if order under Section 55 of that Act obtained.

*** Omit if no order made.

PAPUA NEW GUINEA.

Civil Registration Act 1963.

Form 19 – Register of Foreign Legitimations.

Act, Sec. 50. Form 19.Reg., Sec. 12.

Personal particulars of child—

1. Full name—
 - (a) on official record of birth:
 - (b) at date of this registration:
2. Sex:
3. Date of birth:
4. Place of birth:
5. Place (if any) where birth registered:
6. If deceased, date of death:

Personal particulars of parents of child—

7. Father—
 - (a) Full name—
 - (i) on official record of birth of child:
 - (ii) on official record of marriage:
 - (iii) at date of this registration:
 - (b) Present address:
 - (c) Occupation:
 - (d) Birthplace:
 - (e) If deceased, date of death:
8. Mother—
 - (a) Full maiden name:
 - (b) Full name—
 - (i) on official record of birth:
 - (ii) on official record of marriage:
 - (iii) at date of this registration:
 - (c) Present address:
 - (d) Birthplace:
 - (e) If deceased, date of death:
9. Marriage of father and mother—
 - (a) Date:
 - (b) Place:
 - (c) Where registered:
10. Relevant particulars of domicile/residence:
11. Date and basis of legitimacy:

Registered at ... on ... 20

Registrar-General.

SCHEDULE 2 – ¹FEEES.

Reg. Sec. 2.

MATTER	FEES
For a search in a Register kept in the custody of the Registrar General and issue of an extract of an entry	15.00
For a search in a Register kept in the custody of the Registrar General.	7.00
For a search in a Register kept in the custody of the Registrar General and issue of a certified copy of an entry	20.00
When correct or sufficient particulars of an entry in a Register are not given in an application for an official copy of an entry, for searching for and identifying the correct entry, in addition to any other fee	7.00
For a search of an entry in a Register kept in the custody of the Registrar General where no official copy is required.	7.00
For giving priority to a search or to the issue of a certificate, certified copy or an extract in addition to any other fee.	10.00.

¹ Schedule 2 replaced by No. 18 of 1979; replaced by *Civil Registration (Amendment) Regulation 1986* (No. 20 of 1986); replaced by *Civil Registration (Amendment) Regulation 1998* (No 13 of 1998).

Civil Registration Regulation 1967