



**The National Research Institute**  
**P.O. Box 5854, BOROKO, NCO, PAPUA NEW GUINEA**  
 Telephone: (675)26 0300 Fax: (675)26 0213 Cable: NRI BOROKO  
 Cultural Studies Division, P.O. Box 1432, Boroko, NCD. Telephone: 25 4644

Our Ref:

**CONDITIONS AND GUIDELINES FOR RESEARCHERS AND FILM—MAKERS IN  
 PAPUA NEW GUINEA**

Below is the list of conditions and guidelines for researchers and film-makers intending to conduct research or filming in Papua New Guinea. Completion of this form by researchers or film-makers is an important prerequisite to the granting of a visa by the Department of Foreign Affairs, Papua New Guinea. Each intending researcher or film—maker is requested to read these conditions and guidelines carefully before completing and signing the form. After this, please return this form to:

Dr Jacob Simet  
 Head,  
 Cultural Studies Division  
 P.O. Box 1432  
 BOROKO  
 Papua New Guinea

A visa application must:

1. give evidence that results of earlier research or filming in PNG have been deposited in the country.
  2. agree to deposit copies of results of forthcoming work with the National Research Institute and other affiliating institutions in Papua New Guinea.
  3. agree to lodge any fees or bonds as required by the Immigration Office and the Institute.
  4. show that the proposed project work has some bearing on the development needs of the people amongst whom they intend to work, the province and/or the country.
  5. agree not to become involved in any activity that might jeopardise relationships or cause stress with the people and/or government authorities.
- 3. Research and Film—makers must pay a research and bond fee as categorised in the following list. All cheques or bank drafts payments should be made payable to the National Research Institute, Attn., Business Manageress, and should accompany the application.

	Research fee	Bond	Total
(a) Researcher who is neither a team or a film—maker:			
(i) less than two (2) months	K100	K 50	K150
(ii) more than two (2) months	K200	K 50	K250
 (b) Group or team of researchers			
	K500	K 50	K550
 (c) Film-making team			
	K500	K 50	K550

Note: Part of the research or filming fee will be paid to the relevant provincial government(s).

Signature:                      Date:

The bond is refundable upon proof of the deposit of the results of the research or filming.

- Some provinces may also require the payment of an additional research fee.
  - Additional visa and telex fees are to be paid to the overseas Papua New Guinean embassy or high commission.
4. Researchers and film-makers are advised that relevant institutions and provincial authorities have the right to advise researchers and film-makers on their priorities and policies or recommend that the researchers or film-makers not undertake the proposed project that the application might fail; and that there is no guarantee in case of failure of an application of the full or any part of the fee being returned.
  5. Each researcher or film-maker must be affiliated with a relevant institution such as the University of Papua New Guinea, the National Research Institute, the National Museum or a similar such institution. If affiliation with a specific institution is desired, please indicate this in your application. The staff of such an institution will give advice where necessary. In all cases, the National Research Institute is responsible for seeking affiliation. Note, however, that the affiliating institution has no official obligation to assist the research with accommodation, transport, telephone calls, postage, or other such costs or services.
  6. All correspondence is to be made with the Division of Cultural Studies, National Research Institute, only. intending researchers and film-makers are advised not to cause confusion by corresponding directly with other affiliating institutions, provincial governments or the Immigration Office, Department of Foreign Affairs.
  7. The Institute's procedures for processing visa requests are as follows:
    - (a) On receipt of a visa request, the Division of Cultural Studies, National Research Institute, or at other institutions make an evaluation to ensure it is acceptable in relation to the conditions and guidelines. The Institute will notify you in writing upon receipt of your application.
    - (b) The Institute will then inform the provincial government where the proposed research or film-making is to be conducted and request acceptance. Because the National Research Institute cannot affiliate researchers in all disciplines, any requests for affiliation with other organisations are forwarded to the appropriate institution.
    - (c) After receiving a favourable response from the provincial government and affiliating institution, the Institute will then make a recommendation to the Immigration Office, Department of Foreign Affairs, for the issuance of a visa. You will be notified in writing when this recommendation is made to immigration.

As this can be a very slow process, please make your request well in advance of the anticipated commencement of research or filming. It is advised that four months would be a minimal lead-in period.

Visas are usually initially issued for a period of three to four months. We can assist in seeking an extension when you visit the Division of Cultural Studies, National Research Institute, upon arrival. The visa application must also include:

6. agreement to call at the Division of Cultural Studies, National Research Institute, on arrival in Port Moresby and also before departure to return overseas.

I have read the above list of conditions and Guidelines. I fully understand them and hereby agree that I will observe and abide by them accordingly.

Signature:                      Date:                      -