



# Undertaking Research in Papua New Guinea

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## General Information

Foreigners wishing to carry out research in Papua New Guinea must obtain a research visa. Applications for research visas, like all visa applications, should be submitted to the nearest PNG embassy, high commission, or consulate. Where there is no overseas PNG mission, initial research visas may be approved and issued through an Australian Embassy.

However, a research visa will not be issued until the National Research Institute (NRI) has advised and recommended to the Department of Foreign Affairs and Immigration in Port Moresby that the research proposal is acceptable to, and has been acknowledged by, the relevant authorities in Papua New Guinea. Initial research visas will not be issued in-country.

The National Research Institute is the only overall research visa issuing authority in Papua New Guinea. The National Research Institute will liaise with other national institutions, and technical review committees, where necessary, to effect project approval and appropriate research affiliation before recommending the issuance of a research visa. The exception is medical research visa applications which are vetted by the PNG Medical Research Advisory Council.

## Duration of Stay

The current practice of the Papua New Guinean Government is, in many instances, to issue research visas for an initial period of **two months**. Researchers who wish to carry out research and field work for a longer period and are granted only an initial two months must apply for an extension of their research visa after they arrive in Papua New Guinea.

## Application Requirements

Applications from researchers that are submitted to the National Research Institute should include:

- A detailed project proposal in non-technical language, if possible, and a bibliography of literature concerning the topic;
- details of home academic institution, sponsorship, and funding;
- details of research methodology, province(s) in PNG where research will be carried out, and travel and research schedules;
- a brief review of literature that is relevant to the research topic;
- an assessment of the relevant and ethical implications of the proposed research for Papua New Guinea, and for any community which is the object of study;
- an up-to-date curriculum vitae for each researcher;
- a photocopy of each researcher's passport ID and current or previous PNG research visa pages;
- two references from experts in the relevant discipline and/or host institution;
- a signed copy of the 'Conditions and Guidelines for Researchers in Papua New Guinea' Acceptance Form (see Download below); and
- for a research period in excess of three (3) months, for first-time researchers in PNG, a police clearance, an AIDS/HIV test, a medical examination record, and a radiological report are required. For a period of less than three months, these clearances and reports are not required.

Researchers will be advised of receipt of their proposals, and will subsequently be advised when a recommendation for visa issuance is made to the Immigration and Citizenship Division, Department of Foreign Affairs and Immigration, in Port Moresby. Subsequent advice from the Office of Immigration and Citizenship that the visa(s) has been transmitted to the appropriate overseas high commission, embassy, or consulate will be forwarded to the researchers.

All foreign researchers should direct their applications for research visas to:

**The Research Visa Liaison Officer,  
The National Research Institute,  
P. O. Box 5854, Boroko, NCD. 111  
Papua New Guinea.**

**Fax: (675) 326 0213; Phone (675) 326 0300/326 0061;  
Email: [info@nri.org.pg](mailto:info@nri.org.pg)**

## Institutional Affiliation

Research proposals are vetted by the National Research Institute in order to determine which national research institution should be most appropriate and responsible for affiliating the researcher or research team. The National Research Institute, through one of its research divisions — Economic Studies, Educational Studies, Political and Legal Studies, and Social and Environmental Studies — will normally affiliate those researchers whose disciplines are well-represented in the Institute. Alternatively, a copy of the research proposal, along with a request for approval of the affiliation, will be sent to another recognised research institution in Papua New Guinea. Where a researcher already has affiliation with an institution in Papua New Guinea,

written confirmation should be provided. The following institutions are recognised as appropriate bodies for research affiliation in the areas listed:

Agriculture	Dept. of Agriculture, PNG University of Technology, FMB Lae (Tel: 675) 4734451; Fax: (675) 4734477 Email: <a href="mailto:enquiries@ag.unitech.ac.pg">enquiries@ag.unitech.ac.pg</a> ) <b>or</b> The National Agricultural Research Institute, P.O. Box 4415, Lae (Tel: (675) 475144; Fax: (675) 4751450; Email: <a href="mailto:narihq@nari.org.pg">narihq@nari.org.pg</a> )
Appropriate Technology	Appropriate Technology and Community Development Institute, University of Technology, FMB Lae. ( <a href="http://www.unitech.ac.pg">www.unitech.ac.pg</a> )
Archaeology and Material Culture	PNG National Museum and Art Gallery, Box 5560, Boroko, NCD. (Tel: (675) 3235890; Fax: (675) 3251779; Email: <a href="mailto:pngmuseum@global.net.pg">pngmuseum@global.net.pg</a> )
Biological Science and Natural Science	School of Natural and Physical Science, P.O. Box 320, University of Papua New Guinea, NCD; (Tel: (675) 3267387; Fax: (675) 3260369; Environmental Science and Geography, UPNG (Tel: (675) 3267216 <b>or</b> PNG National Museum, Natural History Division, P.O. Box 5560, Boroko, NCD. Tel: (675) 3230602; Fax: (675) 3251779
Earth Sciences	Dept. of Geology [or] Geography, Box 320, University, NCD, (Tel: (675) 3267387; Fax: (675) 3260369), <b>or</b> Geological Survey of Papua New Guinea Dept. of Mineral Policy and Geohazards Management, PMB Port Moresby (Tel: (675) 3215888; Fax: (675) 3215893)
Forestry	PNG Forest Research Institute, P.O. Box 314, Lae (Tel: (675) 4724188; Fax: (675) 4724357); <b>or</b> Dept. of Forestry University of Technology, PMB Lae (Tel: (675) 4734651; Fax: (675) 4734669; Email: <a href="mailto:enquiries@fo.unitech.ac.pg">enquiries@fo.unitech.ac.pg</a> )
History and Anthropology	Dept. of History, School of Humanities and Social Sciences, Box 320, University of Papua New Guinea, NCD (Tel: (675) 3267626; Fax: (675) 3267187)
Linguistics	Dept. of Language and Literature, School of Humanities and Social Sciences, P.O. Box 320, University of Papua New Guinea, NCD (Tel: (675) 3267626; Fax: (675) 3267187)
Marine Scientific Research	Motupore Island Research Centre, P.O. Box 320, UPNG (Tel: (675) 3252774; Fax: (675) 3254645)
Medicine and Human Biology	Institute of Medical Research, P.O. Box 60, Goroka, EHP. (Tel: (675) 7322800; Fax: (675) 7321998; Email: <a href="mailto:general@pngimr.org.pg">general@pngimr.org.pg</a> ); <b>or</b> UPNG Dept of Community Medicine, School of Medicine and Health Services P.O. Box 5623, Boroko, NCD. (Tel: (675) 3112626; Fax: (675) 3250809)
Music	Institute of PNG Studies, National Cultural Commission, Box 1432, Boroko, NCD. (Tel: (675) 3254644; Fax: (675) 3250531)
Documentary Film	National Film Institute, Box 795, Goroka, EHP. (Tel: (675) 7322897; Fax: (675) 7322938)

Some researchers may wish to be affiliated with other national government departments or non-government organisations with a direct interest in the proposed research. However, this

normally requires some prior arrangement with the agency concerned.

It should be noted that proposals for medical research are vetted by the PNG Medical Research Advisory Council, rather than the National Research Institute, and the visa approval process is then handled by the Institute of Medical Research, P.O. Box 60, GOROKA, EHP, Papua New Guinea.

Also, film-making proposals are vetted by the National Film Institute. The visa approval process is handled by the National Film Institute, P.O. Box 795, Goroka, Eastern Highlands Province, Papua New Guinea.

(Tel: (675) 732 2897; Fax: (675) 732 2938; email: [nfi@global.net.pg](mailto:nfi@global.net.pg))

Affiliating institutions normally require, as minimum conditions of affiliation, that the researcher(s) should introduce themselves on arrival in PNG, to the National Research Institute, and should present a written report and/or seminar at the institute before their departure.

Affiliating institutions have no official obligation to assist researchers with accommodation, transportation, telephone calls, mailing costs, or other services.

## **Provincial Approval**

As well as institutional affiliation, researchers intending to conduct field work outside the National Capital District must also obtain the approval of the relevant provincial governments. The National Research Institute will negotiate this approval, and will forward a copy of the proposal, along with a request for provincial approval, to the officer responsible for research in the relevant provincial administration. Researchers should bear in mind that provincial authorities may take some time to respond to these requests, and should normally allow at least two months for this process to be completed. It may be necessary to ask NRI's Research Visa Liaison Section to make follow-up enquiries on a regular basis, as provincial approval is essential before research visas will be approved and a project can commence.

Researchers who plan long periods of field work in Papua New Guinea may take the opportunity of first visiting the country on a reconnoitre visit, in order to facilitate the institutional affiliation process with the National Research Institute. Those who do not have this opportunity are advised to communicate directly with the National Research Institute and to refrain from communicating with affiliating institutions or provincial governments in order to reduce the risk of confusion.

It should be noted that many provinces have definite research policies and guidelines, and some are inclined to withhold approval of a foreign research application which is perceived as being inconsistent with these policies. Some provinces also charge fees, over and above visa charges, and NRI's research facilitation and management fees.

Provincial governments also normally require, as a condition of their approval, that the researcher(s) should introduce themselves on arrival in the province, and should present a written report and/or seminar to relevant provincial agencies before their departure.

## **Technical Approval**

Some categories of research projects may require technical approval from established academic committees before recommendation for visa issuance is conveyed by NRI to the Department of Foreign Affairs and Immigration, and then subsequently to the relevant High Commission,

Embassy, or Consulate.

The Marine Scientific Research (MSR) Committee has the technical role of reviewing and assessing marine scientific projects such as marine geological expeditions, as well as living and bio-technical marine resource research programs and cruises. This process is to ensure conformity with the United Nations Convention on the Law of the Sea (UNCLOS) which is in force in Papua New Guinea.

The Department of Environment and Conservation (DEC) is responsible for the technical review and assessment of biological projects, through the PNG Institute of Biodiversity (PINBIO) network, for commercial projects, and the Species Working Management Group for general academic biological research. This process is to ensure conformity with the Fauna (Protection and Control) Act, the Customs (Prohibited Exports) Regulations, and the Convention on International Trade in Endangered Species (CITES) of wild fauna and flora. DEC is responsible for the control and management of this legislation and provides the appropriate permits, as required. A duplicate set of voucher specimens must be deposited at the University of Papua New Guinea or the Natural History section of the PNG National Museum and Art Gallery.

The PNG Forest Research Institute is also responsible for the approval, for export, of flora specimens. Duplicate collections are required to be deposited at the PNG Forest Research Institute/National Herbarium.

Journalist Visa Approvals require sanctioning by the Prime Minister's Media Unit, together with the general logistical requirements for the issuance of research visas. Such visas are valid only for 60 days and require the holder to possess a return or ongoing ticket.

NRI will advise researchers when these technical reviews are required, and will coordinate any dialogue from the MSR Committee, PINBIO, and DEC in the administrative process with the Department of Foreign Affairs and Immigration.

## **Visa Fees**

The Papua New Guinean embassy, high commission, or consulate which issues a multiple entry, special exemption: researcher/academic visa will levy a visa charge for doing so. The amount of this fee varies from time to time, and even between embassies, high commissions and consulates. The prescribed fee is approximately equivalent to K100 (≈US\$37).

## **Project Research Facilitation and Management Fees**

Researchers are required to pay a separate Project Research Facilitation and Management Fee to the National Research Institute for processing and managing the project and visa approvals:

- US\$100 (or equivalent) for a researcher who spends less than two months in the country;
- US\$160 (or equivalent) for a researcher who spends more than two months in the country;
- or
- US\$400 (or equivalent) for a research team to carry out any period of research.

## **Payment of Fees**

Fees payable to the National Research Institute must be paid prior to the commencement of research in Papua New Guinea. If it is not possible to arrange a cheque or bank draft in PNG kina, payment of the equivalent amount in US dollars or Australian dollars is preferred and

acceptable. The Institute will not authorise an extension of any research visa beyond the initial two-month period until these fees have been paid.

Researchers who make multiple visits to Papua New Guinea in connection with a specific research project will not be required to pay more than one Project Research Facilitation and Management Fee to the National Research Institute. However, where a researcher embarks on a new or separate research project, or on a project with a research team, and wishes to enter the country on a different research assignment, they will be required to pay a new Project Research Facilitation and Management Fee, as per the given schedule. The Institute reserves the right to decide what constitutes a 'single project'.

Some provincial governments also levy their own provincial research fees on foreign researchers, and have provincial research guidelines. These fees are ad hoc in nature, and there is no consistency in the level of charges imposed. NRI's Research Visa Liaison Section can provide up-to-date information on the fees (if any) that are charged by most provincial governments. Researchers are advised to make any payment of such fees to the Provincial Administration on arrival in the relevant province. They should **not** include this payment with the payment of the Research Project Facilitation and Management Fees to the National Research Institute. Researchers should be aware that some provincial and local authorities may also request some form of compensation for approving a project.

Under no circumstances should Project Research Facilitation and Management Fees be paid to any other affiliating institution, except for the Institute of Medical Research for medical and human biology research projects. Only the National Research Institute has the authority to levy such fees. The National Research Institute will not recognise other such payments as a substitute for its own facilitation and management fees.

## **Research Findings**

Two copies of all publications containing the results of research conducted using visas authorised by the National Research Institute and approved by the Dept. of Foreign Affairs and Immigration should be sent to the Institute, where they will be recorded as 'Publications Received'. They will be deposited in the Institute's research library, and a copy forwarded to the New Guinea Collection in the Michael Somare Library at the University of PNG. Researchers who are affiliated to institutions other than the National Research Institute should forward additional copies to those institutions as a condition of their affiliation. Provincial governments should also be sent copies of publications arising from research conducted in their respective provinces.

Two copies of CD-ROMs, films and/or tapes made by researchers affiliated to the National Research Institute should also be forwarded direct to NRI. The National Research Institute will retain a copy of such material, and make arrangements to forward the second copy of the material to the appropriate holding institutions. Should any work be deposited with another institution, and not initially with NRI, evidence of such a deposit should be sent to NRI.

Researchers who fail to send copies of their publications, tapes, or films to the National Research Institute will have breached one of the agreed conditions of the research visa approval process. The Institute will not authorise the issue of any further visas to researchers who breach any of the conditions of the signed research agreement.

## **Cultural Property**

The National Cultural Property (Preservation) Ordinance (amended 1967) of Papua New Guinea is designed to preserve the cultural heritage of the country for future generations. Physical locations which are protected by the Ordinance include:

- caves or other places in which ancient remains — human or other — are to be found;
- carvings, paintings, or other representations on rocks or in caves;
- deposits of ancient pottery or historical remains; and
- places used in former times as ceremonial or burial grounds.

A person shall not disturb or otherwise interfere with a place or an object referred to in this list. There are severe penalties for violation of this section of the Ordinance.

Any person who is planning to investigate or work on a site of this nature should obtain written permission from the Trustees of the PNG National Museum and Art Gallery prior to the initiation of their activities. A written request outlining the proposed project should be sent to the Museum Director, P.O. Box 5560, Boroko, NCD 111, Papua New Guinea to obtain affiliation (Tel: 675) 325 2458/5364; Fax: (675) 325 1779).

Permits that allow the export of items which are protected by the Ordinance can only be issued by the PNG National Museum and Art Gallery. Letters of request for such permits should be addressed to the Museum Director, indicating the nature of the material for which an export permit is sought. In the case of items being exported on a temporary basis, the request should additionally indicate the name and address of the Institution, as well as the person who will be responsible for the return of the material to Papua New Guinea, and the date by which the material will be returned.

## **Biological Specimens**

Researchers wishing to export dead animals, animal parts, plant materials, or marine biological specimens also need to obtain official permits for this purpose. Requests for such permits should be sent to the Director, Resource Inventory Branch, Department of Environment and Conservation, Box 6601, Boroko, NCD, 111, Papua New Guinea (Tel: (675) 325 0195; Fax: (675) 325 0182).

## **Plant Specimens**

Researchers who wish to export any species of flora and other plant species need to obtain official permission from the Papua New Guinea Forest Research Institute, P.O. Box 314, Lae, Morobe Province (Tel: (675) 472 4188; Fax: (675) 4724357). Specimens to be exported should be duplicated and deposited with the PNG Forest Research Institute.

## **Intellectual Property Rights**

Researchers shall include with their research proposal a full disclosure of all field and research work to be carried out on samples and specimens of flora and fauna collected, including marine biota, the objectives of such work, and any intention, needs, or potential requirements to patent, or otherwise formally or generally establish exclusivity of usage of any material, discoveries, or by-products derived therefrom. Copies of Memoranda of Understanding or Agreement through PINBIO, and with other Papua New Guinean organisations, in respect of such activities and any patent rights or gains, shall be included as part of the application. It is emphasised that ignorance of Papua New Guinean policies, laws, and legislation is no legal plea.

## PNG Overseas Missions (details correct as of January 2009)

The following directory provides details of those Papua New Guinean overseas missions which can accept applications for, and issue research, film-making, and journalist visas. All approvals of applications and subsequent processing are carried out by the Department of Foreign Affairs and Immigration in Port Moresby, Papua New Guinea. The transmission of approved research visas is effected by the Office of Immigration and Citizenship.

<b>Australia</b>	
<b>Canberra</b>	<b>Brisbane</b>
H.E. Mr. Charles Lepani High Commissioner PNG High Commission 39-41 Forster Crescent Yarralumla ACT 2600 P. O. Box E432, PARKES, A.C.T. 2600 Tel: 05-612-62 733 322 Fax: 05-612-62 733 732 Email: <a href="mailto:kunducbr@hotmail.net.au">kunducbr@hotmail.net.au</a>	Mr. Paul Nerau Consul-General PNG Consulate Level 11, Suite 8, 320 Adelaide Street P. O. Box 220 BRISBANE QLD 4001  Tel: 05-617 3221 7915 Fax: 05-617 3229 6084 Email: <a href="mailto:pngcg@kundubne.org">pngcg@kundubne.org</a>
<b>Belgium</b>	<b>Fiji</b>
H.E. Mr. Peter Maginde Ambassador Papua New Guinea Embassy Avenue De Tervuren 430 Woluwe St. Pierre 1150 BRUSSELS Belgium Tel: 05-322 779 0826/0769/0609 Fax: 05-322 772 7088 Email: <a href="mailto:kundubrussels@skynet.be">kundubrussels@skynet.be</a>	H.E. Mr. Peter Eafeare High Commissioner PNG High Commission Credit House (3 <sup>rd</sup> Floor) P. O. Box 2447 SUVA Fiji Tel: 05-6793 304 244 Fax: 05-6793 300 178 Email: <a href="mailto:kundufj@connect.com.fj">kundufj@connect.com.fj</a>
<b>Republic of Indonesia</b>	
<b>Jakarta</b>	<b>Jayapura</b>
H.E. Christopher Mero Ambassador PNG Embassy Panin Bank Centre (6 <sup>th</sup> Floor) Jalan Jendral Sudirman 1  Tel: 05-6221-725 1218/1225/1742 Fax: 05-6221-720-1012 Email: <a href="mailto:kdujk@cbn.net.id">kdujk@cbn.net.id</a>	Mr. Bill Veri Consul-General PNG Consulate Jalan Argapura Raya P.O. Box 1947  Tel: 05-629674 31250 Fax: 05-629675 31898 Email: <a href="mailto:kundujj@jayapura.wasantara.net.id">kundujj@jayapura.wasantara.net.id</a>

<b>Japan</b>	<b>Republic of Korea</b>
H.E. Mr. Michael Maue Ambassador  Papua New Guinea Embassy Mita Kokusai Building 3F 313 4-28 Mita 1-Chome Minato-Ku TOKYO. Japan Tel: 03-3454-7801 Fax: 03-3454-7275 Email: <a href="mailto:png.tokyo@png.or.jp">png.tokyo@png.or.jp</a>	H.E. Mr. Kuma Au, OBE Ambassador Extraordinary and Plenipotentiary Embassy of Papua New Guinea 58 Soosong-Dong We've Pavilion Building SEOUL 110-858 Republic of Korea  Tel: 05-82 2 2198 5771 Fax: 05-82 2 2198 57780 Email: < <a href="mailto:ambassador@kunduseoul.kr">ambassador@kunduseoul.kr</a> >
<b>Malaysia</b>	<b>New Zealand</b>
H.E. Mr. Veali Vagi High Commissioner PNG High Commission No. 11 Jalan Linkungan Uthant Ampang, 55000 Kuala Lumpur Malaysia Tel: 05-603 4257 5405/9260 Fax: 05-603 4257 6203 Email: <a href="mailto:kundukl@streamyx.com">kundukl@streamyx.com</a>	H.E. (Vacant) High Commissioner PNG High Commission 279 Willis Street P. O. Box 197 Thordon, Wellington New Zealand Tel: 05-644 385 2474/5/6 Fax: 05-644 385 2477 Email: <a href="mailto:pngnz@globe.net.nz">pngnz@globe.net.nz</a>
<b>People's Republic of China</b>	<b>Republic of Philippines</b>
H.E. Mr. John Momis Ambassador Papua New Guinea Embassy 2-11-2/F Tayuan Diplomatic Building Sanlitun BEIJING 100600 People's Republic of China Tel: 05-8610 653 12/709 Fax: 05-8610 6532 5483 Email: <a href="mailto:kundubj@95777.com">kundubj@95777.com</a>	H.E. Mr. Chris Vihuri Ambassador Papua New Guinea Embassy 3rd Floor, Corinthian Plaza Building, Paseo de Roxas Corner, Gamboa Street, MAKATI CITY, MANILA Philippines Tel: 05-632 811 3466/6 Fax: 05 632 811 3468 Email: <a href="mailto:kundumn@pngembmnl.com.ph">kundumn@pngembmnl.com.ph</a>
<b>Solomon Islands</b>	<b>United Kingdom</b>
H.E. Mr. Parai Tamei High Commissioner PNG High Commission P. O. Box 1109 HONIARA Solomon Islands	H.E. Ms Jean Kekedo, OBE High Commissioner PNG High Commission 14 Waterloo Place LONDON SW1R 4AR United Kingdom

<p>Tel: 05-677 20561  Fax: 05-677 20562  Email: <a href="mailto:kunduhon@solomons.com.sb">kunduhon@solomons.com.sb</a></p>	<p>Tel: 05-4420 7930 0922/6  Fax: 05-4420 7930 0828  Email: <a href="mailto:kunduldnhc@btconnect.com">kunduldnhc@btconnect.com</a> (official email) <a href="mailto:Kunduldn3@btconnect.com">Kunduldn3@btconnect.com</a>. (PA's email address)</p>
<b>United States of America</b>	<b>India</b>
<p>H.E. Mr. Evan Pake  Ambassador  Papua New Guinea Embassy  1779 Massachusetts Avenue  Suite 805  WASHINGTON D.C. 20036  United States of America  Tel: 05-1-202 745 3680  Fax: 05-1-202 745 3679  Email: <a href="mailto:info@pngembassy.org">info@pngembassy.org</a>  <a href="mailto:visaofficer@pngembassy.org">visaofficer@pngembassy.org</a></p>	<p>H.E. Mr. Tarcy Eri  High Commissioner  PNG High Commission  B-2/19/st Floor  Vasant Vihar  NEW DELHI 110057  India  Tel: 91-11-2614 5909/5911  Fax: 91-11-4601 2812  Email: <a href="mailto:kundund@yahoo.com">kundund@yahoo.com</a></p>
<b>United Nations</b>	
<p>H.E. Mr. Robert Aisi  Ambassador  PNG Embassy  Permanent Mission of PNG to the UN  201 42nd Street, Suite 405  NEW YORK 10017  Tel: 05-1-212-557-5001  Fax: 05-1-212-557-5009  Email: <a href="mailto:png-@un.int">png-@un.int</a></p>	