



Sec.5

Land Groups Incorporation (Amendment) Act 2009

THE INDEPENDENT STATE OF PAPUA NEW GUINEA

**APPLICATION FOR RECOGNITION
AS AN INCORPORATED LAND GROUP**

INSTRUCTION FOR COMPLETING THIS FORM

1. This form must be completed in **BLUE PEN** and must be hand-written.
2. This form must be accompanied by the following requirements;
 - 2.1) Form 2 - Records of Meeting Decision
 - 2.2) Form 3 - Certificate on Adoption of Constitution
 - 2.3) Form 4 - List of Membership accompanied by Birth Certificates
 - 2.4) Form 5 - List of Property
 - 2.5) Constitution of the Land Group
 - 2.6) Sketch map of all customary land owned by the land group.
3. The application with all required information must be submitted in **DUPLICATE**.
4. This form should be completed with the assistance of the Provincial Customary Lands Officer.
5. Provincial Lands Advisor must endorse your application. Without the Provincial Lands Office's endorsement, the application will not be processed.
6. All applications must be lodged through the respective Provincial Lands Office.
7. All Publication Fees in the National Gazette and the Media is to be paid by the Applicant.
8. Your ILG Certificate will be forwarded by registered post, unless you elect to be collected personally by the group Chairman or the Secretary **strictly upon presentation of a valid identification card only**. Ensure your postal address used in this application, must be reliable.

1. I,..... (Secretary) of.....(Village),
 (Province) being the person authorized by the members of the
 land group to make the application on their behalf for their recognition as an incorporated
 land group to be known by the name of
 Land Group Incorporated. The land group hereby submits the application for
 incorporation.

2. The group has the following qualification for recognition as an incorporated land group:

(i) The group is entirely made up of the members of.....(Clan) of
(village) village, which have been in existence for
 generations, and which has common customs and shared interests in customary
 land.

The members of the group reside in theLocal Level Government
 Area.....District.....Province

The accompanying list of members includes their particulars like Name, Date of
 Birth, Place of Birth, Capacity (Full Member, Guardian), Current Address.
***Certified copies of birth certificates should be submitted with the list of
 members.***

(ii) The group enjoys varying interests according to..... custom to
 the following as specified in the attached list.

3. The group is within the jurisdiction of the..... Village Court

4. The proposed dispute-settlement authority of the group comprises:

<u>Name</u>	<u>Status</u>	<u>Village</u>
-----	-----	-----
-----	-----	-----
-----	-----	-----

*(Note: No members of the Management Committee should be included on the Dispute
 Settlement Authority (DSA). The DSA should be an independent and a neutral body to
 deliberate on the ILG's disputes)*

5. The Management Committee comprises:

<u>Position</u>	<u>Name</u>	<u>Signature</u>
Chairperson
Deputy Chairperson
Secretary
Treasurer
Female Rep
Female Rep

Dated this _____ day of _____ 20_____

Signature of Applicant: _____

Name of Applicant: _____

Postal Address: _____

Current Phone Contact: _____

Collection/Despatch Instructions to the Office of Registrar of ILG: (Tick whichever is applicable)

- The ILG Certificate will be collected in person when it is ready.
- Please send the ILG Certificate by registered post to the above address when it is ready.

Assisted by the Provincial Customary Lands Officer:

Signature: _____

Name: _____

Date: _____

Comments and Recommendations by Provincial Lands Advisor:

.....
.....
.....
.....
.....

Signature: _____

(Note: Please sign and stamp)

Name: _____

Date: _____



RECORD OF MEETING DECISION

This is to certify that, a meeting of the land group held at.....
.....village on theday of
20..... , where.....adult members of the group were
present, the following decision was taken:

.....
.....
.....
.....
.....
.....
.....
.....
.....

Under the Constitution of the land group, this decision is a decision of the land group, and is binding on all members of the land group.

The Committee;

<u>Position</u>	<u>Name</u>	<u>Signature</u>
Chairperson
D/Chairperson
Secretary
Treasurer
Female Com. Member
Female Com. Member



CERTIFICATION

- 1. Adoption of Constitution;
- 2. Records of Meetings

.....**Land Group (Incorporated)**

This is to certify that, at a meeting of the Land Group held on

the.....day of20.....

at.....Village.

Decision was taken:-

- 1. The.....Clan shall incorporate under the Lands Group Incorporation Act
- 2. The.....Clan hereby adopts this Constitution
- 3. The.....Clan hereby adopts the attached list of members and their respective birth certificates as an accurate record of the present living clan members.

Under the Constitution of the Land Group, this decision is a decision of the Land Group, and is binding on all members of the Land Group.

Dated this.....day of.....20.....

<u>Position</u>	<u>Name</u>	<u>Signature</u>
Chairperson
D/Chairperson
Secretary
Treasurer
Female Committee Member
Female Committee Member

Note: Attach sketch map of the properties listed in the property list.



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Form 6

Sec.5B (2)

Dissemination of Notice of Incorporation of Land Group

To: The Registrar of Incorporated Land Groups.

I,.....District Administrator for
.....District in whose district the land group is
situated hereby confirm receiving the Notice of Incorporation of Land Group
to be known as..... Land Group (Incorporated).

The Notice of Application has been widely published to persons having
knowledge of or interest in the affairs of the land group or its members.

Dated this.....day of20.....

Signature:

Name:

Designation: District Administrator

(Official Stamp)



Verification Form

To: The Registrar of Incorporated Land Groups.

I,.....District Administrator for
.....District in whose district the land group is
situated am satisfied that, the Notice of Application by.....
.....Land Group has been widely published to
persons having knowledge of or interest in the affairs of the land group or its
members.

I acknowledge receiving **(tick which is appropriate)**

No Objection

Objection

within the 30 days period from members of the land group or the community at
large and therefore recommend that you shall **(tick which is appropriate)**

Issue the Certificate of Recognition the Land Group.

Not issue the Certificate of Recognition to the Land Group.
(give reasons below)

.....
.....
.....
.....

The.....day of20.....

Signature:

Name:

Designation: District Administrator

(Official Stamp)



Form 8

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Sec. 9

ILG Reg. #.....

CHANGE OF COMMITTEE FORM

The following change in the committee of _____ Land Group (Inc) took place on (Date) _____ At (Venue) _____ ILG meeting number _____

Committee Retiring

<u>Names</u>	<u>Signed</u>	<u>Position</u>
1.....
.....
2.....
.....
3.....
.....
4.....
.....
5.....
.....
6.....
.....

Committee Appointed

<u>Names</u>	<u>Signed</u>	<u>Position</u>
1.....
.....
2.....
.....
3.....
.....
4.....
.....
5.....
.....
6.....
.....

Dispute Settlement Authority

<u>Names</u>	<u>Signed</u>	<u>Position</u>
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- 1.....
- 2.....
- 3.....

Date:..... *Witness:*.....

Print Name.....