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## FILMMAKING VISA INFORMATION SHEET

### GUIDELINES FOR FILMMAKERS PLANNING ON FILMING WITHIN PAPUA NEW GUINEA

#### GENERAL OUTLINE:

Institutional Affiliation  
Provincial Approval  
Visa Fees  
Conditions and Requirements ( Form)

The National Film Institute is the entry point to Government for intending overseas filmmakers and is the only authority in Papua New Guinea tasked with advising the PNG Department of Foreign Affairs on the issuing of Filmmaker/Research Visas.

Foreign Filmmakers/Producers wishing to produce films (any genre) in Papua New Guinea must apply for both the following:

- (a). a Filmmaking/Research Visa, and
- (b). affiliation with the National Film Institute or an Institution/Agency nominated by the NFI.

The current practice of the Papua New Guinean Government is to issue Filmmaker/Research visas valid for a period of two months, those filmmakers wishing to remain for a longer period must apply for a renewal of their visa/s following their arrived in the country.

Applications for **Filmmaking Visas**, should be submitted to the nearest PNG Diplomatic Mission on the appropriate forms.

Applications for **Project Affiliation** with the NFI should be forwarded direct to the National Film Institute (see following pages '**Conditions & Requirements**' for details')

Please note, a Filmmaking/Research Visa will not be issued by a PNG overseas mission until the National Film Institute has advised the Department of Foreign Affairs, Immigration & Citizenship Division in Port Moresby that the proposed Film Project meets all necessary criteria, and has been deemed acceptable by the relevant stakeholders in Papua New Guinea.

The one exception to this procedure is Medical Filmmaking/Research visa applications, these are vetted by the PNG Medical Research Advisory Council, and the visa approval process is handled by the Institute of Medical Research, P.O. Box 60, GOROKA. EHP, Papua New Guinea.



In all other cases the NFI will liaise with other national institutions when necessary, to effect visa approval and appropriate filmmaking affiliation.

In the first instance all foreign filmmakers should direct their Film Project proposals and requests for approval of Filmmaking/Research visa applications to:

The Filmmaking Visa Liaison Section,  
The National Film Institute,  
P O Box 795, Goroka, EHP. Papua New Guinea.

ATTN: Mr.Robert Buleka

Fax: (675) 732 2938; Phone (675) 732 2897. [nfi.visas@global.net.pg](mailto:nfi.visas@global.net.pg) or [nfi@global.net.pg](mailto:nfi@global.net.pg)

Filmmakers will receive an acknowledgement of the receipt of their proposals from the NFI and subsequently will be advised when a Yes/No recommendation for the issuance of visas has been forwarded to the Immigration and Citizenship Division office in Port Moresby for endorsement..

### **INSTITUTIONAL AFFILIATION:**

Affiliating institutions normally require, as a minimum conditions of affiliation, that the filmmaker(s) should introduce themselves on arrival in PNG, to the National Film Institute in Goroka, preferably in person if the Film Team is passing through the Eastern Highlands Province, or by fax/ telephone.

Further it is a requirement that the filmmaker/s should submit a written report to the NFI before their departure from Papua New Guinea.

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

### **PROVINCIAL APPROVAL:**

As well as institutional affiliation, filmmakers intent on location filming outside the National Capital District must also request and acquire the approval of the relevant Provincial Governments.

The National Film Institute will negotiate these approvals on behalf of the Filmmakers, by forwarding copies of the Film Project proposal, together with a request for Provincial approval, to the appropriate cultural official in the relevant provincial administration.

Filmmakers should bear in mind that provincial authorities may take some time to respond to these requests, and should normally allow at least two to three months for this process to be completed.

We suggest intending filmmakers maintain regular contact with the NFI Visa Liaison Section to monitor progress. Provincial approval is essential before a project can commence.

We recommend that Filmmakers who plan long periods of field work in PNG should take the opportunity of first visiting the country ( e.g.on a Tourist Visa) in order to facilitate the institutional affiliation process with the National Film Institute, and seek Provincial Government and Community support for their project.

Those who do not have this opportunity are advised to communicate direct with the National Film Institute and to refrain from communicating with other affiliating institutions or provincial governments in order to reduce the risk of confusion.

It should be noted that many provinces have definite filmmaking/research policies and guidelines, and some are inclined to withhold approval of a foreign filmmaking/research application which is perceived as being inconsistent with these policies.

Provincial governments also normally require, as a condition of their approval, that the filmmaker(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.

### **VISA FEES:**

There are two in some cases three sets of fees involved in the issuing of a Filmmaking/Research Visa: ( The NFI will advise accordingly )

#### **Visa Fee:**

The Papua New Guinean Embassy or High commission which issues a Filmmaking/Research visa will levy a standard charge for doing so. The amount of this fee varies from time to time, and even between embassies or high commissions. (see '**Conditions & Requirements**')

#### **Filmmakers Fee:**

Filmmakers are also required to pay a separate Management/facilitation fee to the National Film Institute for processing the visa approval: (see '**Conditions & Requirements**')

#### **Provincial Government Levy:**

Some provincial governments also levy their own fees on foreign film-makers.

These fees are ad hoc in nature, and there is no consistency in the level of charges imposed i.e. East Sepik Provincial Government impose a K1000.00 Cultural levy on overseas filmmakers,

The NFI's Research Visa Liaison Section can provide up-to-date information on the fees (if any) that are charged by most provincial governments

Filmmakers should also be aware that some provincial and local authorities may also request some form of compensation for approving a project.

Such fees are collected and administered by the National Film Institute who then advise the Provincial authorities.(see '**Conditions & Requirements**')

Filmmakers who make multiple visits to Papua New Guinea in connection with a specific film project will not be required to pay more than one visa processing fee to the National Film Institute, even if their visas have to be extended on more than one occasion.

However, where a filmmaker embarks on a new or separate film project, or wishes to enter the country on a different filming assignment, they will be required to pay a new visa processing fee as per the above schedule.

The National Film Institute reserves the right to decide what counts as a 'single project'.

Under no circumstances should visa processing fees be paid to any other affiliating institution, except for the Institute of Medical Research for medical and human biology research.

Only the National Film Institute has the legal authority to levy such fees. The National Film Institute will not recognise other such payments as a substitute for its own processing fee.

### **OBLIGATIONS:**

All filmmakers are required to deposit copies of their final edited film/video programme with the Film & Television Archives of the National Film Institute (see '**Conditions & Requirements**')

Provincial governments normally also expect to receive copies of film/video productions arising from location filming conducted in their respective provinces.

Filmmakers who fail to send copies of their film/video programmes to the National Film Institute will have breached one of the agreed conditions of the Filmmaking/research visa approval process.

The Institute will not authorise the issue of any further Filmmaker/research visas to filmmakers who breach any of the conditions of the signed research agreement.

Filmmakers should be aware that The National Cultural Property (Preservation) Ordinance (amended 1967) of PNG is designed to preserve the cultural heritage of the country for future generations.

Physical locations which are protected by the Ordinance include: a cave or other places in which ancient remains ( human or other are to be found; a carving, painting, or other representation on rock or in a cave; a deposit of ancient pottery or historical remains; and a place used in former times as a ceremonial or burial ground.

Filmmakers must undertake not disturb or otherwise interfere with a place or an object referred to in this list. There is severe penalty for violation of this section of the Ordinance.

Any person who is planning to investigate or work on a site of this nature must obtain written permission from the Trustees of the National Museum prior to the initiation of their activities.

Filmmakers wishing to export dead animals, animal parts, plant materials, marine biological specimens or restricted cultural artefacts will need to obtain official permits for this purpose. The NFI will assist in seeking these permission on behalf of the filmmakers.

The Director  
National Film Institute.  
GOROKA