CIRCULAR INSTRUCTION NO. 17 OF 2021

DATE: 15\textsuperscript{th} JUNE 2021

FILE: SEC: 1-4-12 (A)

TO: ALL DEPARTMENTAL HEADS
    ALL PROVINCIAL ADMINISTRATORS
    ALL HEADS OF OTHER PUBLIC AUTHORITIES
    ALL PUBLIC SERVANTS

SUBJECT: EXTENSION OF DEADLINE FOR NID REGISTRATION AND
LOADING OF NID NUMBERS TO 31\textsuperscript{ST} DECEMBER 2021

The National Executive Council, on 3\textsuperscript{rd} February 2021, further extended the
deadline for NID registration for public servants. The DEADLINE HAS NOW
BEEN EXTENDED TO 31\textsuperscript{ST} DECEMBER 2021 FOR ALL PUBLIC
SERVANTS to be registered with PNG Civil Identification Registry and have
their NID numbers uploaded to the Government Payroll systems.

In the same Decision No. 18 of 2021, NEC further directed that all Agency
Heads who do not comply with this directive are reprimanded. Agency Heads
are hereby instructed to comply and are accountable to get all their
employees registered with PNGCIR. Public servants paid through the
Government Payroll MUST BE ISSUED WITH NID cards by 31\textsuperscript{ST}
December 2021.

"RISE UP, STEP UP, SPEAK UP"

P O Box 519, WAIGANI, 131, NCD, Papua New Guinea
Telephone: (675) 3276379 / 3276422  Facsimile: (675) 3250520  Website: www.dpm.gov.pg
This is a final notice, after 31st December 2021, public servants not registered with NID will NO LONGER be paid through the Government Payroll system.

The PNG Civil and Identity Registry office located between the Central Government Office and PNG Telikom office in WAIGANI will be opened for Public Servants to register. The Public Servants NID registration boot will be opened from 4.00pm to 10.00pm daily commencing on Monday, 21st June 2021.

Effective from the date of this Circular Instruction, Agency Heads are to make necessary arrangements for their employees to register and provide weekly progressive report to Department of Personnel Management. All agencies status report is attached to this Circular Instruction.

All Public Sector HR Managers and staff are not to hire new employees to the Government Payroll system without NID numbers. Evidence of NID cards must be provided before hiring employees to the Payroll.

Electronic copies of the reporting format and further assistance can be obtained from the NID team by contacting the following;

1. Richard Awok on telephone number 3276300
2. Franklin Norotouw on 3276301
3. Paul Kamtagogi on 3137034 or 3133000.

Failure to comply with these directives may result in suspension of employees without NID numbers from the Government Payroll from Pay One (1) of 2022.

TAIES SANSAN (NS)
Secretary

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