



Australian Government

Department of Immigration
and Citizenship

Request for confirmation of Australian citizenship status of a deceased person

Form

1391

Use form 1391 if you are seeking confirmation of the Australian citizenship status of a deceased person who is your parent or grandparent, and the information is required for official purposes. For example, to support an application for a passport of another country.

If you are seeking citizenship information that is more than 30 years old and it is for genealogy or family research purposes, contact the National Archives of Australia www.naa.gov.au

About the information you give

The Department of Immigration and Citizenship (the department) is authorised to collect personal information and personal identifiers for the purposes of administering the *Australian Citizenship Act 2007* (the Act) and the Australian Citizenship Regulations 2007.

Under the *Privacy Act 1988 (Cth)* (the Privacy Act), the department may disclose your personal information in various circumstances, including where such disclosure is consistent with the department's disclosure practices of which you are reasonably likely to have been aware.

It is the department's practice to disclose your personal information other than personal identifiers to other Commonwealth (and in some circumstances, state and territory) Government agencies to confirm your identity and for other purposes connected with the Act, or to verify with the issuing agency, the authenticity of a document you have presented to the department, or in some cases to assist other agencies to administer their legislation.

Agencies to which the department may disclose your personal information other than personal identifiers include but are not restricted to:

- Australian Electoral Commission for the purpose of administering the *Commonwealth Electoral Act 1918*
- Department of Foreign Affairs and Trade (DFAT) for the purpose of administering the *Australian Passport Act 2005*
- Centrelink for the purpose of administering the *Social Security (Administration) Act 1999* and *Family Assistance (Administration) Act 1999*
- Medicare and Centrelink for the purpose of administering the citizenship test
- Commonwealth, state and territory police and other agencies to help assess character requirements for citizenship
- Local government councils and other organisations for the purpose of conducting and hosting citizenship ceremonies
- Federal, state and territory Members of Parliament and local government councillors for the purpose of formally welcoming new citizens into the Australian community.

Personal identifiers collected under the Act are photographs and signatures. The department and DFAT have signed an arrangement in accordance with the Act that permits disclosure of your personal identifiers for the purposes of administering the *Australian Passport Act 2005*. When your application for Australian citizenship is approved, your photograph, client number, name, date of birth and gender will be provided to DFAT.

The Act permits disclosure of your personal identifiers in the following circumstances:

- for the purposes of the Act or its regulations, or of the *Migration Act 1958* or the Migration Regulations 1994, or
- for the purpose of administering or managing the storage of identifying information, or
- for the purpose of making the identifying information in question available to you, or
- to an agency of the Commonwealth, a state or a territory in order to verify that you are an Australian citizen, or
- under an arrangement entered into with an agency of the Commonwealth, or with a state or territory or an agency of a state or territory, for the exchange of identifying information, or
- when reasonably necessary for the enforcement of the criminal law of the Commonwealth, a state or a territory, or
- when required by an Australian law, or
- for the purpose of a proceeding before a court or tribunal relating to you, or
- for the purpose of an investigation by the Privacy Commissioner or the Ombudsman relating to action taken by the department, or
- if the disclosure takes place with your written consent.

Your personal identifiers can also be disclosed if a person believes on reasonable grounds, that the disclosure is necessary to prevent or lessen a serious and imminent threat to the life or health of you or of any other person.

Privacy Act 1988 and Freedom of Information Act 1982

You have a right to make a complaint to the Privacy Commissioner about the handling of your personal information and personal identifiers.

The *Freedom of Information Act 1982* (FOI Act) gives you the right to access certain information and documents in the possession of the Government of the Commonwealth and its agencies. You have a right under the FOI Act to seek access to information or documents about you. You can request the department to amend records containing your personal information that is incomplete, incorrect, out of date or misleading.

The department's collection, access, storage, use and disclosure of your personal information and personal identifiers is governed by the Privacy Act and the 11 Information Privacy Principles. For more detailed information you should read information form 993i *Safeguarding your personal information* and form 1243i *Your personal identifying information*, which are available from the department's website www.immi.gov.au/allforms/ or from any office of the department.

Consent to communicate electronically

The department may need to convey sensitive information about your application to you. Electronic communication, unless adequately encrypted, is not secure and may be viewed by others or interfered with. The Australian Government accepts no responsibility for the security or integrity of any information sent to the department over the internet or by other electronic means.

Translations and certified copies of documents

If your documents are not in English, you will need to provide official translations. In Australia, you must use translators accredited by the National Accreditation Authority of Translators and Interpreters. For more information, see www.naati.com.au

Certified copies of original documents must be attached to your application. These copies must be certified by a person with the appropriate authority. See *Certifying documents – List of professions* for people who may certify documents.

If you are outside Australia when applying, contact the Australian diplomatic mission in the country that issued the documents for advice on acceptable translators, and who can certify your original documents.

Certifying documents – List of professions

People from the following list of professions and occupations can certify copies of original documents. They must:

- be an Australian citizen, **or**
- a citizen of your country of residence if no Australian citizen is known to you

AND

- have known you for at least one year
 - not be related to you by birth, marriage or de facto relationship
 - be easy to contact by telephone during normal working hours.
1. Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
 2. Bailiff
 3. Bank officer with 5 or more years of continuous service
 4. Building society officer with 5 or more years of continuous
 5. Chiropractor (licensed or registered)
 6. Clerk of court
 7. Commissioner for Affidavits
 8. Commissioner for Declarations
 9. Credit union officer with 5 or more years of continuous service
 10. Dentist (licensed or registered)
 11. Fellow of the National Tax Accountants' Association
 12. Finance company officer with 5 or more years of continuous service
 13. Judge of a court
 14. Justice of the peace
 15. Legal practitioner (licensed or registered)
 16. Magistrate
 17. Marriage celebrant licensed or registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*

18. Master of a court
19. Medical practitioner (licensed or registered)
20. Member of Chartered Secretaries Australia
21. Member of Engineers Australia, other than at the grade of student
22. Member of the Association of Taxation and Management Accountants
23. Member of the Australian Defence Force with 5 or more years of continuous service
24. Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
25. Member of the Parliament of the Commonwealth, a State, a Territory Legislature, or a local government authority of a State or Territory
26. Minister of religion licensed or registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*
27. Nurse (licensed or registered)
28. Optometrist (licensed or registered)
29. Permanent employee of Commonwealth, State or local government authority with at least 5 or more years of continuous service
30. Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service
31. Pharmacist (licensed or registered)
32. Physiotherapist (licensed or registered)
33. Police officer
34. Psychologist (licensed or registered)
35. Registrar, or Deputy Registrar, of a court
36. Sheriff
37. Teacher employed on a full-time basis at a school or tertiary education institution
38. Veterinary surgeon (licensed or registered).

Lodging your form

The form and certified copies of the document(s) should be posted to:

Citizenship Branch
Department of Immigration and Citizenship
PO Box 25
BELCONNEN ACT 2616
AUSTRALIA

Home page
Citizenship
Information Line

www.citizenship.gov.au

Telephone **131 880** during business hours in Australia to speak to an operator (recorded information available outside these hours). If you are outside Australia, please contact your nearest Australian mission.

Please keep these information pages for your reference



Please use a pen, and write neatly in English using BLOCK LETTERS.

Tick where applicable

Details of person requesting information

1 Preferred title Mr Mrs Miss Ms
 Other

2 Your full name
 Family name
 Given names
(including all middle names)

3 Have you been known by any other names?
(including name at birth, previous married names, aliases, alternative spellings or full spelling of all names)
 No
 Yes Give details
 Family name
 Given names

If you have been known by more than one other name, attach additional details on a separate sheet.

4 Date of birth DAY MONTH YEAR
 / /

5 Current residential address
Note: You must tell the department if your address changes after you lodge this form.

 POSTCODE

6 Address for correspondence
(If the same as your residential address, write 'AS ABOVE')

 POSTCODE

7 Telephone numbers
 Work (AREA CODE)
 Home (AREA CODE)
 Mobile/cell

8 Do you agree to the department communicating with you by fax, e-mail or other electronic means?
 No
 Yes Give details
 Fax number (AREA CODE)
 E-mail address

9 Relationship to deceased person (eg. parent or grandparent)

10 Reason for requesting confirmation of Australian citizenship status of a deceased person

Details of deceased person

11 Full name
 Family name
 Given names
(including all middle names)

12 Was the person known by any other names?
(including name at birth, previous married names, aliases, alternative spellings or full spelling of all names)
 No
 Yes Give details
 Family name
 Given names

If known by more than one other name, attach additional details on a separate sheet.

13 Full name used when Australian citizenship was acquired
 Family name
 Given names
(including all middle names)

14 Date of birth DAY MONTH YEAR
 / /

15 Place of birth

Town/city

Country

16 Details of Australian citizenship (if known)

Date acquired

Place acquired

17 Did the deceased person hold the citizenship of any other country?

No

Yes ► Give details

Country

Citizenship acquired by: Birth Descent Other
 Naturalisation Adoption

Date acquired

Place acquired

Country

Citizenship acquired by: Birth Descent Other
 Naturalisation Adoption

Date acquired

Place acquired

Country

Citizenship acquired by: Birth Descent Other
 Naturalisation Adoption

Date acquired

Place acquired

Declaration

18 I declare that, to the best of my knowledge, the information I have supplied in this form is complete, truthful and correct in every detail.

Your signature



Date

Supporting documents

Note: See Page 2 for information about certified copies of documents

19 If you are requesting information about your deceased parent or grandparent, you must attach certified copies of:

• birth certificates showing evidence of your relationship to the deceased parent or grandparent	<input type="checkbox"/>
• the death certificate of the deceased person	<input type="checkbox"/>