

Valuation Regulation 1967

Unvalidated References:

Valuation Act 1967

This reprint of this Statutory Instrument incorporates all amendments, if any, made before 25 November 2006 and in force at 24 April 1968.

.....

Legislative Counsel

Dated 25 November 2006

INDEPENDENT STATE OF PAPUA NEW GUINEA.

Chapter 327.

Valuation Regulation 1967

ARRANGEMENT OF SECTIONS.

1. Forms.
2. Particulars prescribed by forms.
3. Directions in forms.
4. General requirements for documents.
5. Fees.
6. Official Valuers to make oath or affirmation of secrecy.
7. Copies of Valuation Rolls.
8. Notice of appeal.
9. Provision of information and production of documents.

Valuation Regulation 1967

MADE under the *Valuation Act 1967*.

Dated 200 .

1. FORMS.

Where a provision of the Act or of this Regulation is specified in the first column of Schedule 1, the form set out in Schedule 2 the number of which is specified in the third column of Schedule 1 opposite that provision is prescribed as the form to be used for the purposes of that provision in relation to the matter or thing described in the second column of that Schedule opposite that provision.

2. PARTICULARS PRESCRIBED BY FORMS.

Where a form prescribed by this Regulation requires completion by the insertion of, or the attachment to the form of a document containing particulars or other matters referred to in the form, those particulars or other matters are prescribed as the particulars or other matters required under the provision of the Act or of this Regulation for the purposes of which the form is prescribed.

3. DIRECTIONS IN FORMS.

A form prescribed by this Regulation shall be completed in accordance with such directions as are specified in the form.

4. GENERAL REQUIREMENTS FOR DOCUMENTS.

(1) Where a document is required to be given or served under Part IV of the Act or under this Regulation—

- (a) it shall be printed or hand-written in the English language and be clearly legible; and
- (b) where the document comprises two or more sheets, the sheets shall be bound together securely; and
- (c) subject to Subsection (2), the document and every page of the document shall be signed by the person who makes the document.

(2) Where under Part IV of the Act or under this Regulation a document is required to be signed by a person who is blind or is unable to read or write the English language, it is sufficient if—

- (a) he fixes his mark to the document in the presence of a witness; and
- (b) the witness certifies in writing on the document, or on the reverse side of the document, that—
 - (i) before the mark was made, the document was read over or explained to the marksman by the witness; and
 - (ii) the marksman appeared to the witness fully to understand the nature and effect of the document.

5. FEES.

The fees specified in Schedule 3 are the fees payable in respect of the respective matters set out in that Schedule.

6. OFFICIAL VALUERS TO MAKE OATH OR AFFIRMATION OF SECRECY.

An Official Valuer or a person authorized under Section 5 of the Act to act as an Official Valuer shall, before proceeding to perform his duties or exercise his powers under the Act, take an oath or make an affirmation of secrecy in Form 17.

7. COPIES OF VALUATION ROLLS.

(1) A Valuation Roll shall be made in triplicate.

(2) One copy of each Valuation Roll or portion of a Valuation Roll that relates to an area for which a Local Government Council has been established shall be supplied by the Valuer General to the Council.

8. NOTICE OF APPEAL.

A copy of a notice of appeal under Section 74 of the Act, against a decision of the Valuer General shall be forwarded to the Valuer General.

9. PROVISION OF INFORMATION AND PRODUCTION OF DOCUMENTS.

A person who is required under Section 83 of the Act—

- (a) to give information; or
- (b) to produce books, papers, records or other writings,

shall give the information or produce the books, papers, records or other writings within 48 hours of the service of the notice on him, or within such longer time as the Valuer General thinks reasonable, having regard to the nature and location of the information, books, papers, records or other writings required to be given or produced.

SCHEDULE 1 – LIST OF FORMS.

Reg., Sec. 1.

Section of Act or Regulation.	Description.	Number of Form.
Act, Sec. 20(3)	Certificate of Registration	1
Act, Sec. 21	Application for registration as a valuer	2
Act, Sec. 21(3)	Oath and affirmation of office of registered valuer	3
Act, Sec. 34	Application for re-registration as a valuer	4
Act, Sec. 53	Valuation Roll	5
Act, Secs. 60, 61	Application for a certificate of valuation or a certified copy of an extract of a Valuation Roll	6
Act, Sec. 60	Certified copy of particulars relating to the valuation of a parcel of land	7
Act, Sec. 63	Certificate of valuation	8
Act, Sec. 66	Valuation notice	9
Act, Sec. 68	Notice of an objection to a valuation	10
Act, Sec. 71	Notice of a decision on an objection	11
Act, Sec. 74	Notice of appeal	12
Act, Sec. 82(1)	Notice of intention to enter, inspect	13

	and examine	
Act, Sec. 83	Demand for information	14
Act, Sec. 84(1)	Notice of change of ownership of land	15
Act, Sec. 84(2)	Notice of subdivision of land	16
Reg., Sec. 6	Valuer's oath and affirmation of secrecy	17

SCHEDULE 2

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 1 – Certificate of Registration.

Act, Sec. 20(3). Form 1.

This is to certify that . . . has satisfied the requirements of the Papua and New Guinea Valuers Registration Board and the provisions of the *Valuation Act* relating to the registration and qualifications of valuers and is registered in accordance with the *Valuation Act* as a Rural Valuer (or an Urban Valuer or a Rural and Urban Valuer).

Dated . . . 20...

Chairman.
Secretary.

L.S.

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 2 – Application for Registration as a Valuer.

Act, Sec. 21. Form 2.

To the Registrar,
Papua and New Guinea Valuers Registration Board,

I apply to be registered under the *Valuation Act* as a valuer, and supply the following particulars:—

Item No. Particulars.

1. Surname: (*block letters*) Given Names:
2. Address for correspondence (*Post office box, if any*):
3. Address at which it is proposed to practise:
4. (a) Date of birth:
(b) Town, province, State, etc., and country of birth:
5. Names, occupations and addresses of three referees of five years' standing:—
(a)
(b)
(c)

Note:—Referees should not be relatives of the applicant and should not include more than one business partner. One referee should, if practicable, be a registered valuer.

6. I intend to practise as a valuer—
on my own behalf*.
in partnership with another valuer*.
as an employee of a firm of valuers*.
as an employee of the State*.
7. Intended date of commencement of practice:
8. I do/do not* intend to carry on a business in addition to that of a valuer. (*If answer is positive, describe nature of business.*)
9. I have passed the examinations of the Commonwealth Institute of Valuers. (*Documentary evidence to be annexed.*)
10. I am an Associate/Fellow* of the Commonwealth Institute of Valuers. (*Documentary evidence to be annexed.*)

Note:—An applicant is required to be an Associate or Fellow other than a Provisional Associate or Honorary Fellow only.

11. Details of practical experience in, or in connection with, valuation.

Notes:—

- A. Applicants are required to have had experience within the period of four years immediately preceding the date of application.
- B. An applicant who holds a certificate from an approved institute should give details of experience in valuing land within the period of four years immediately preceding the date of application.
- C. Applicants should, where possible, furnish references from employers. Original references will be returned on request.

12. I apply for registration as—
a total value^{*}.
an urban value^{*}.
a total and urban value^{*}.

I declare the above particulars to be true and correct.

(Signature of Applicant.)

Dated . . . 20...

* Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 3 – Oath and Affirmation of Office of Registered Valuer.

Act, Sec. 21(3). Form 3.

Oath.

I, . . . , of . . . , do swear that I will, to the best of my ability and without fear or favour, affection or ill-will, correctly value any land that I may be instructed to value.

So help me God!

Affirmation.

I, . . . , of . . . , do solemnly and sincerely promise and declare that I will to the best of my ability and without fear or favour, affection or ill-will, correctly value any land that I may be instructed to value.

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 4 – Application for Re-registration as a Valuer.

Act, Sec. 34. Form 4.

To the Registrar,
Papua and New Guinea Valuers Registration Board,

I apply to be re-registered as a Rural Valuer, (or an Urban Valuer or a Rural and Urban Valuer) under Section 34 of the *Valuation Act*, on the following grounds:—

Name: (*block letters*)

Present address:

Address formerly registered:

Date name removed from Register:

Dated . . . 20...

(*Signature of Applicant.*)

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 5 – Valuation Roll.

Act, Sec. 53. Form 5.

Valuation Area:
Roll No.:
Copy No.:

DESCRIPTION OF LAND.

Region: <i>Urban Land:</i>	Local-level Government:		Ward:	
				*Grant No. *State Lease No. *Granted Application No. Volume: Folio:
Lot: Land Area: <i>Rural Land:</i>	Section:	Town:	Street:	
Portion: Land Area:	Milinch:		Foutzil:	Name of Property:
Unimproved value.	Ground Improvements Allowance.		Rateable value.	Date of valuation.
K	K		K	

Owner of land:

Address:

Occupation:

* Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Valuation Act 1967.

***Form 6 – Application for a Certificate of Valuation or a Certified Copy of a Valuation Roll
or of a Portion of a Valuation Roll or of Particulars appearing in a Valuation Roll.***

Act, Secs. 60, 61. Form 6.

To: The Valuer General,
I, *(full name and postal address of applicant)*, apply for a
Certificate of Valuation*,
Certified copy of the Valuation Roll*,
particulars appearing in the Valuation Roll*,
as at ... 20..., in respect of the land described below.
Dated ... 20...

(Signature of Applicant.)

DESCRIPTION OF LAND.

Province:
Local-level Government:
Ward:
Urban Land:

Lot:
Land Area:
Rural Land:

Section:

Town:

Street:

Portion:
Land Area:
Owner of land:

Milinch:

Footmil:

Name of Property:

Address:

Occupation:

Purpose for which Certificate or Certified Copy required:

* Strike out whichever is inapplicable.

*Grant No.
*State Lease No.
*Granted
Application No.
Volume:
Folio:

Form 7 – Certified copy of Particulars Relating to the Valuation of a Parcel of Land.

Act, Sec. 60. Form 7.

Valuation Area:
Roll No.:

DESCRIPTION OF LAND.

Region: Local-level Government: Ward:

Urban Land:

*Grant No.
*State Lease No.
*Granted
Application No.
Volume:
Folio:

Lot: *Section:* *Town:* *Street:*

Land Area: *Rural Land:*

Portion: *Milinch:* *Foutiril:* *Name of Property:*

Land Area:

Unimproved value.	Ground Improvements Allowance.	Rateable value.	Date of valuation.
K	K	K	

Owner of land:

Address:
Occupation:

I certify that this is a true and correct copy of an entry in Valuation Roll No.
Dated . . . 20...

Valuer: General or Delegate of the Valuer: General.

* Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 8 – Certificate of Valuation.

Act, Sec. 63. Form 8.

Certificate No.

Application No.

This is to certify that the following are the values of the land described in this Notice for the purpose of (*insert the purpose under Section 63 for which Valuation Certificate is made.*)

DESCRIPTION OF LAND.

Valuation Area:

Province:

Ward:

Valuation No.

Local-level Government:

Urban Land:

*Grant No.

*State Lease No.

*Granted

Application No.

Volume:

Folio:

Lot:

Section:

Street:

Land Area:

Town:

Rural Land:

Portion:

Milinch:

Footmil:

Name of Property:

Land Area:

Valuation:

Date of valuation:

Owner of land:

Address:

Occupation:

Dated . . . 20...

Valuer General or Delegate of the Valuer General.

* Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 9 – Valuation Notice.

Act, Sec. 66. Form 9.

Valuation Area:

Roll No.:

To: *(name, address and occupation of the owner of the land valued.)*

Take notice that I have entered on the Valuation Roll the valuation of the land described in this Notice at the amounts stated in this Notice.

These values will take effect on and after the date shown.

DESCRIPTION OF LAND.

Province: Local-level Government: Ward:
Urban Land:

*Grant No.
 *State Lease No.
 *Granted
 Application No.
 Volume:
 Folio:

Lot: Section: Street:
 Land Area: Town: Folio:
Rural Land:

Portion: Milinch: Foutuil: Name of Property:
 Land Area:

Unimproved value.	Ground Improvements Allowance.	Rateable value.	Date of valuation.
K	K	K	

Dated . . . 20...

Valuer General or Delegate of the Valuer General.

Notes:—A. Objections to this valuation in the prescribed form may be lodged within four months from the date of this notice.

B. The valuations specified in this notice are of the "Unimproved Value" and the "Ground Improvements Allowance" as defined in the *Valuation Act*.

* Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 10 – Notice of Objection to Valuation.

Act, Sec. 68. Form 10.

To: The Valuer General,

1. I, *(full name of objector and address for service)*, ... object to Valuation No. ... made in the Valuation Roll for the ... Valuation Area, in which the following valuations were made:—

Unimproved value.	Ground Improvements Allowance.	Rateable value.
K	K	K

2. I am interested in the Valuation as *(insert description of the interest of the objector in the valuation, etc., owner of the land, lessee liable for rates on the land, etc.)*.

3. My objection to the valuation is based on the following grounds:—

4. I submit that the values entered on the Valuation Roll should be amended as follows:—

Unimproved value.	Ground Improvements Allowance.	Rateable value.
K	K	K

5. A conference with the Valuer General or his delegate is/is not* required.

Note:—No arrangements will be made for a conference unless requested by the objector.

6. I enclose the prescribed fee of 50t.

Dated ... 20...

(Signature of Objector.)

* Strike out whichever is inapplicable.

Form 11 – Notice of Decision by the Valuer General.

Act, Sec. 71. Form 11.

Dear . . . ,

In relation to the objection which you made against Valuation No. . . . concerning land in the . . . Valuation Area—

I have to advise that after consideration of the objection I have—

*disallowed the objection.

*allowed the objection in full.

*allowed the objection in part.

I enclose a Valuation Notice in respect of the land, having regard to my decision.

Dated . . . 20...

Valuer General or Delegate of the Valuer General.

*Notes:—*A. The *Valuation Act* provides that you are entitled to appeal from my decision to a District Court on one or more of the grounds set out in Section 73 of the Act.

B. The prescribed notice of appeal is attached and must be lodged with the Clerk of the District Court within three months, or such additional time in any particular case as the Court allows, after the date of this notice.

* Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 12 – Notice of Appeal.

Act, Sec. 74. Form 12.

To the Magistrate of the District Court at . . . (or the Registrar of the National Court);
and to the Valuer General.

In the matter of Valuation No. . . . (a copy of which is attached) made by the
Valuer General under the *Valuation Act*, notice of which was given to . . . of . . . on . .
. 20...

I, . . . , of . . . , a person aggrieved by a decision of the Valuer General under
Section 69 of the *Valuation Act*, give notice that it is my intention to appeal against
Valuation No. . . . by which the Valuer General—

- * rejected my objection to Valuation No. . . . ; or
- * amended Valuation No. . . . , after my objection to that valuation, in a
manner unacceptable to me.

And take notice that the grounds of my appeal are—

(insert grounds of appeal as prescribed in Section 73 of the Act.)

Dated . . . 20...

(Signature of Objector.)

Where the assessment—

- (a) in the case of an assessment of unimproved value—exceeds K50,000.00;
or
- (b) in the case of an assessment of any other value—exceeds K10,000.00,

the Notice of Appeal should be made to the National Court.

In the case of any other assessment the Notice of Appeal should be made to a
District Court.

* Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 13 – Notice of Intention to Enter, Inspect and Examine.

Act, Sec. 82(1). Form 13.

To: *(name of the occupier or the person in charge or apparently in charge of the land to be entered.)*

Take notice that the Valuer General or his delegate, in pursuance of his powers under Section 82 of the *Valuation Act*, will, on ... 20..., with or without assistants, enter and inspect the land, building, vessel, vehicle or aircraft described in the Schedule to this notice, and examine and take copies of any books, papers, records or other writings that in his opinion may assist him in the exercise of his powers and functions.

SCHEDULE.

Dated ... 20...

Valuer General or Delegate of the Valuer General.

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 14 – Demand for Information.

Act, Sec. 83. Form 14.

To: *(name and address for service of persons required to produce books, etc.)*

Take notice that you are required under the *Valuation Act*, to give to the Valuer General or a delegate of the Valuer General, within 48 hours of the service of this notice on you, such information as is within your knowledge of, and to produce such books, papers, records or other writings as are in your possession or control, relating to the matters specified below*, at . . . , in the . . . Province.

(Insert list of books, papers, etc., (if any), to be produced.)

And take notice that if you refuse or fail (without reasonable excuse, proof of which is on you) to give the information or to produce the books, papers, records or other writings required of you in accordance with this demand you will be liable to a penalty not exceeding K200.00.

Dated . . . 20..

Valuer General or Delegate of the Valuer General.

* Strike out if inapplicable.

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 15 – Notice of Change of Ownership.

Act, Sec. 84(1). Form 15.

Valuation Area:
Roll No.:
Freehold/Leasehold.*

To: The Valuer General,

Notice is given, in accordance with the *Valuation Act*, of the sale/transfer/assignment* of the land described in this notice.

Note:—A separate notice must be given for each separate title.

DESCRIPTION OF LAND.

Province: Local-level Government: Ward:
Urban Land:

Lot: Section: Town: Street: *Grant No.
Land Area: *State Lease No.
Rural Land: *Granted
Application No.
Volume:
Folio:
Portion: Milinch: Foutuil: Name of Property:
Land Area:

(Use block letters.)

Vendor(s):
Surname: Other names: *Mr.
*Mrs.
*Miss
Address: Occupation:
Purchase(s):
Surname: Other names: *Mr.
*Mrs.
*Miss
Address: (for service of future notices):
Occupation:

Note:—If more than one purchaser, state whether joint tenants or tenants in common.

Purchase price or consideration: K
(State full particulars and terms of sale)
Date of contact:
Date of transfer:
Date of assignment:
Apportionment of sale price—
Furniture and fittings: K
Stock and/or crops: K
Plant: K
Land and improvements: K

TOTAL K

Dated . . . 20...

(Signature of Vendor(s) or Agent.)

* Strike out whichever is inapplicable.

*Note:—A person who fails to give notice in this form to the Valuer General within 42 days after he becomes or ceases to be the owner of land is liable under the *Valuation Act* to a penalty not exceeding K50.00 and a default penalty not exceeding K10.00.*

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 16 – Notice of Subdivision.

Act, Sec. 84(2). Form 16.

Valuation Area:

Roll No.:

To: The Valuer General,

I/We*, . . . , of . . . give notice that the land described in this notice has been subdivided in accordance with the attached plan of subdivision. (*Copy of certified plan must accompany plan of subdivision.*)

DESCRIPTION OF LAND.

(*Before the Subdivision.*)

Province:

Local Government Council:

Ward:

Urban Land:

*Grant No.

*State Lease No.

*Granted

Application No.

Volume:

Folio:

Lot:

Section:

Street:

Land Area:

Town:

Rural Land:

Portion:

Milinch:

Footmil:

Name of Property:

Land Area:

Dated . . . 20...

(*Signature.*)

* Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Valuation Act 1967.

Form 17 – Oath and Affirmation of Secrecy of Official Valuer.

Reg., Sec. 6. Form 17.

Oath.

I, . . . , of . . . , being authorized to act as an Official Valuer under the *Valuation Act*, do swear that I will not, except as permitted under that Act, make a record of, or divulge or communicate to any person, any information respecting the affairs of any other person disclosed or obtained under the provisions of that Act whilst I remain, or after I cease to be, an Official Valuer.

So help me God!

AFFIRMATION OF SECRECY.

I, . . . , of . . . , being authorized to act as an Official Valuer under the *Valuation Act*, do solemnly and sincerely promise and declare that I will not, except as permitted under that Act, make a record of, or divulge or communicate to any person, any information respecting the affairs of any other person disclosed or obtained under that Act whilst I remain, or after I cease to be, an Official Valuer.

	K
1. Alteration to the valuation of a parcel of land in Valuation Area during a periodic interval	2.00
2. Certified copy of particulars in Valuation Roll	2.00
3. Certified copy of Valuation Roll or portion of a Valuation Roll	2.00
4. Lodging objection to valuation	30.00
5. Valuations.	
(a) Where value of property does not exceed K5,000.00	30.00
For each additional K1,000.00 or part of K1,000.00 where value of property–	
exceeds K5,000.00 but does not exceed K20,000.00	4.00
exceeds K20,000.00 but does not exceed K50,000.00	3.50
exceeds K50,000.00 but does not exceed K100,000.00	3.00
exceeds K100,000.00 but does not exceed K500,000.00	2.50
exceeds K500,000.00	2.00
(b) Rental assessments based on gross annual rental value where value of rental does not exceed K1,000.00	60.00
For each additional K1,000.00 or part of K1,000.00 rental per annum where value of rental per annum–	
exceeds K1,000.00 but does not exceed K20,000.00	19.00
exceeds K20,000.00 but does not exceed K40,000.00	8.00
exceeds K40,000.00	6.00
(c) Acquisition and resumptions for statutory purposes and for the purposes of Subdivision IV.I.D of the Act where value of property does not exceed K5,000.00	223.00
For each additional K1,000.00 or part of K1,000.00 where value of property–	
exceeds K5,000.00 but does not exceed K50,000.00	4.00
exceeds K50,000.00 but does not exceed K100,000.00	3.00
exceeds K100,000.00 but does not exceed K500,000.00	2.50
exceeds K500,000.00	2.00
(d) Preparation of Certificate	
for each foolscap page	3.00
plus time expended for drafting plans per hour	20.00
6. Official Valuer's Services.	
(a) Acting as arbitrator pursuant to a lease or a similar instrument, or as referee in a dispute between parties–	
for each half day or part engaged on hearings	190.00
time spent on arbitration at rate per hour or part hour	38.00
(b) Attendance at court, including waiting and all other work that may be incurred in preparation of a case–	
per half day or part half day	190.00

- (c) When an Official Valuer's services are required beyond a radius of 45km of a valuation office-travelling expenses or actual fares paid or if no fares paid per km each way over the most practical route 0.15
- (d) Where an Official Valuer is required to produce evidence in support of a valuation, in addition to the valuation fee under Item 5-per half day or part half day 190.00

7. Miscellaneous Valuations.

For valuation of plant, machinery, furniture and effects and livestock where the value of the goods—

does not exceed K2,000.00	a minimum of K30.00 or 3% of the valuation, whichever is the greater of the valuation.
exceeds K2,000.00	3% for the first K2,000.00 and 2% in excess of K2,000.00.

Where the valuation of goods is made in conjunction with a valuation of land, the minimum fee of K30.00 does not apply in relation to the goods.

8. Fees payable to Valuer's Registration Board.

Application for registration as a valuer	5.00
Issue of Certificate of Registration	10.00
Application for re-registration as a valuer	10.00

9. Fees payable by Local Authorities.

The fee payable by a Local Authority for each copy of a Valuation Roll under Section 53(3) of the Act is a sum calculated and payable in accordance with the following scale—

For every valuation of rateable land	2.00
--------------------------------------	------

In addition to the amount calculated in accordance with this scale, the Local Authority shall pay annually during such period to the Valuer General in respect of the copy of the Valuation Roll a further sum equal to 20% of that amount.

The Local Authority shall pay the fee to the Valuer General not later than 30 September in each year, or on such other day as the Valuer General directs. The minimum sum payable by a Local Authority in any one year is K300.00.

10. Transportation Expenses.

The fee for the most practical direct route by motor vehicle from the Valuer's headquarters to the property to be

valued—
per km each way 0.15

The cost under this item shall be apportioned pro rata where more than one valuation is undertaken on the same journey.

11. Travelling and Waiting Time.

Travelling by the most practical route and necessary waiting time—
per hour or part hour 11.00

Office of Legislative Counsel, PNG

^[1] Schedule 3 replaced by No. 24 of 1982.

© 1998 University of the South Pacific