

# JPs in the Community Program

## Photographic Identification Card Terms of Use

### Terms of use

- Upon issue the identification card (ID card) remains the property of the Justices of the Peace Branch (JP Branch).
- If you leave the JPs in the Community Program, you must return your ID card to the JP Branch.
- If you resign as a Justice of the Peace or Commissioner for Declarations, you must return your ID card to the JP Branch.
- The cards are strictly for use to identify yourself as a qualified JPs in the Community Program witnessing officer when you are exercising your duties as a Justice of the Peace or Commissioner for Declarations at a JPs in the Community Program site or as part of the program.
- Using your ID card for any other purpose will be considered a breach of this agreement and could result in disciplinary action.
- ID cards are not to be used as a substitute form of identification, other than outlined above.
- ID cards will not grant you access to government buildings or government controlled areas.
- If your ID card is lost, stolen or damaged, you need to contact the JP Branch as soon as possible to inform them, so the card can be cancelled in the system.
- Replacement of cards will be negotiated on a case-by-case basis and will be issued at the discretion of the Director & Registrar.
- The JP Branch collects personal information and images via email for the purpose of creating a Queensland Government JPs in the Community identification card.
- The JP Branch collects your personal information on the identification card form to verify your identity and create a Justice of the Peace or Commissioner for Declarations identification card. We will neither use nor disclose your personal information for any other purpose or to anyone else unless authorised or required under a law. We manage your personal information in accordance with our obligations under the *Information Privacy Act 2009*.