

Your September 2024 JP Bulletin

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Dear colleagues,

Welcome to our September 2024 JP Bulletin!

This year has been very busy for the Justices of the Peace Branch (JP Branch) with the amendments to the [Justices of the Peace and Commissioners for Declarations Act 1991](#), the introduction of the *Duties of Justices of the Peace (Qualified) and Commissioners for Declarations* combined handbook and the launch of our new Community Connect days.

As the regulator of the [Justices of the Peace and Commissioners for Declarations Act 1991](#), JP Branch are responsible in ensuring all registered Justices of the Peace (JPs) and Commissioners for Declarations (Cdec) are notified of any changes or updates that may impact on their witnessing role. That is why we will be resuming our regular JP Bulletins to notify all JPs and Cdec with information relevant to their role.

In this JP Bulletin edition, you can find:

- an update on the JP and Cdec handbook
- a spotlight on two long service award recipients
- an update on the JP and Cdec application process
- a showcase on our new Community Engagement initiative
- a certified copy procedure reminder.

Your JP and Cdec handbook!

On 22 July 2024, we released the *Duties of Justices of the Peace (Qualified) and Commissioners for Declarations* handbook. Visit our [JP and Cdec handbook updates](#) website to find a full overview of the updates that were made to each section and chapter.

Want to know more about the new handbook? Please watch our [Overview of your new JP and Cdec handbook](#) video.

Remember – you can download the [complete JP and Cdec handbook](#) online for free and save it to your device to access it at any time you need!

You can also buy a physical copy of the JP and Cdec handbook online from the [JP shop](#). If you already own a JP or Cdec handbook folder, you don't have to buy the complete package—you can purchase updated content separately.

By purchasing the handbook directly from us, you can benefit from a competitive price that includes both postage and tracking for secure delivery, which may be more efficient than printing the handbook privately or ordering through a print-on-demand service.



70 years of serving the community



JPs and Cdecs registered in Queensland can be nominated by their Member of Parliament for a long service award once they have provided 25, 40, 50, 60 & 70 years of continual service.

Recently, we have been able to recognise significant service milestones for two remarkable JPs, Mr Bertram Latham (pictured left) and Mr Robin Nicholson (pictured below), who have both been presented with their 70 year long service award!

On behalf of the Justices of the Peace Branch and the Department of Justice and Attorney-General, I would like to thank Mr Nicholson and Mr Latham of achieving this remarkable feat of service and wish them all the very best for the future.



Waiving the fee to become a JP

Last year, we introduced an [Application for a Fee Waiver](#) for those experiencing financial hardship and wish to be appointed as a JP or Cdec. This means that once someone completes the pre-appointment training course to become a JP or Cdec (from an accredited training organisation), they can then submit an application for consideration to waive their Oath of Allegiance fee before being appointed to hold office.

It is important to note that after the initial Oath of Allegiance fee, there are no ongoing fees to remain as a JP or Cdec in Queensland. Once you are appointed as a JP or Cdec, you remain a JP or Cdec until you resign or have your registration revoked.

If you have any friends, family or colleagues who wish to become a JP or Cdec and may be experiencing financial hardship, please let them know of the above application process that might apply to them. Please contact us if you would like more information or help about this process.

Introducing JP Branch Community Connect days

This new professional development and community engagement initiative from JP Branch is designed to bring our staff closer to the people we serve. By working from publicly accessible venues across Queensland, we aim to create more opportunities for personalised interaction and develop a deeper understanding of our community needs. At each Community Connect day, we also host two professional development workshops to help local JPs and Cdecs learn more about their role and responsibilities.

JP Branch have hosted successful events in South-East Queensland and will be hosting more events across Queensland later this year and into 2025. Please keep an eye on our [Workshops for JPs and Cdecs](#) website for upcoming events and how to register.

Witnessing focus – Certifying copies

We are seeing a small rise in the number of original documents being accidentally stamped by JPs and Cdecs. Please ensure you are taking the necessary steps to ensure you are not placing your certification on any original documents.

The Registry of Births, Deaths & Marriages (RBDM) have confirmed that once an original life event (birth, death or marriage) certificate is accidentally stamped, it is null and void and cannot be used for legal or other purposes. In the unfortunate event you stamp an original life event certificate, please direct the client to contact our office so we can advise them on the process on getting their certificate replaced.

If you have any questions or concerns regarding your role as a witnessing officer in Queensland, please don't hesitate contacting the Justices of the Peace Branch on [1300 301 147](tel:1300301147) or jp@justice.qld.gov.au.

Thank you for your ongoing service and contribution to your local communities across Queensland.

Warm regards,

Paula Bould

A/ Director and Registrar

Justices of the Peace Branch

Department of Justice and Attorney-General