

IFSA/FPA Guidance Note
Managing mutual obligations under Chapter 7 of the
Anti-Money Laundering and Counter-Terrorism Financing Rules
(Schedules 1 to 9)

Schedule 1: Individuals

Where the customer is an individual, the financial planner must be reasonably satisfied that the individual is the person that they claim to be.

1. Collect:

- Full name;
- Date of birth; and
- Residential address

Also, collect the following for sole traders:

- Full business name (if any);
- Full address of the principal place of business (if any); and
- ABN (if any)

2. Verify:

- Full name; and
- Either date of birth or residential address.

3. Verification method:

3.1 Standard Customer Verification Procedure

The following procedure should be conducted in all cases, where possible:

<i>Australian Documentation</i>	<i>Foreign Documentation</i>
<p>Original or certified copy* of a current:</p> <ul style="list-style-type: none"> • Australian driver's licence containing a photograph of the person; or • Australian Passport 1; or • Card issued under a law of a State or Territory for the purpose of proving a person's age which contains a photograph of the person in whose name the document is issued 	<p>Original or certified copy* of a current:</p> <ul style="list-style-type: none"> • Foreign passport or similar document issued for the purpose of international travel, that contains a photograph and the signature of the person in whose name the document is issued <p>Where any document relied on as part of the procedure is in a language that is not English, it must be accompanied by an English translation prepared by an accredited translator</p>

* See Schedule 9 on what can be a certified copy or extract of a document.

¹ It is permissible for a passport issued by the Commonwealth to have expired within the preceding two years.

3.2 Non-Standard Customer Verification Procedure

The following procedure should only be conducted where:

- A standard customer verification procedure is unable to be conducted; or
- The financial planner forms the view that a discrepancy arose from the information collected and verified using the standard customer verification procedure; or
- Having conducted the standard customer verification procedure, the financial planner is not reasonably satisfied that the customer is the individual he or she claims to be.

* See Schedule 9 on what can be a certified copy or extract of a document.

<i>Australian Documentation</i>	<i>Foreign Documentation</i>
<p>An original or certified copy* of:</p> <ul style="list-style-type: none"> • Australian birth certificate; or • Australian citizenship certificate or • Pension card issued by Centrelink; or • Health card issued by Centrelink <p>and</p> <ul style="list-style-type: none"> • An original notice issued to an individual, of a kind listed below, that contains the name of the individual and his or her residential address: <ul style="list-style-type: none"> ▪ Issued by the Commonwealth or a State or Territory within the preceding 12 months that records the provision of financial benefits to the individual; or ▪ Issued by the Australian Taxation Office within the preceding 12 months that records a debt payable to or by the individual by or to the Commonwealth under a taxation law; or ▪ Issued by a local government body or utilities provider within the preceding 3 months that records the provision of services to that address or to that person; or • If the customer is under the age of 18, a notice that: <ul style="list-style-type: none"> ▪ was issued to by a school principal within the preceding three months; ▪ contains the name of the customer and his or her residential address; and ▪ records the period of time that the customer attended at the school. 	<p>In general, financial planners should be cautious about arranging for the provision of a product or service for a customer that presents foreign-based identification other than a foreign passport.</p> <p>However, in the event the customer has not presented a foreign passport, an example of an acceptable 'non-standard foreign documentation customer verification procedure' would be based on:</p> <p>An original or certified copy* of a current:</p> <ul style="list-style-type: none"> • National Identity Card issued by a foreign government containing a photograph and signature of the person in whose name the card is issued; and • Foreign driver's licence that contains a photograph of the person in whose name it was issued. <p>Where any document relied on as part of the procedure is in a language that is not English, it must be accompanied by an English translation prepared by an accredited translator.</p>

Customer identification procedure to be applied where neither a standard nor non-standard procedure can be conducted

In the event that neither a standard nor a non-standard customer identification procedure is able to be conducted, the financial planner should contact the relevant product issuer and conduct a procedure as agreed between that product issuer and the financial planner's licensee in respect of that transaction.

Agents of Customers

Refer to Schedule 8 for more information in relation to agents of a customer, who is authorised to act for or on behalf of the customer in relation to a designated service

Schedule 2: Companies

1. Collect the following:

<i>Australian company</i>	<i>Foreign company registered by ASIC</i>	<i>Foreign company not registered by ASIC</i>
The full name of the company as registered by ASIC		The full name of the company
N/A	The country in which the company was formed, incorporated or registered	
N/A	Whether the company is registered by the relevant foreign registration body	
N/A	If the company is registered by the relevant foreign registration body, the name of the relevant foreign registration body	
The full address of the company's registered office in Australia		If the company is registered by the relevant foreign registration body, the full address of the company in its country of formation, incorporation or registration as registered by the relevant foreign registration body. OR
The full address of the company's principal place of business, if any	The full address of the company's principal place of business in Australia (if any) or the full name and address of the company's local agent in Australia (if any)	If the company is not registered by the relevant foreign registration body, the full address of the principal place of business of the company in its country of formation or incorporation.
The ACN issued to the company	The ARBN issued to the company	If the company is registered by the relevant foreign registration body, any identification number issued to the company by the relevant foreign registration body upon the company's formation, incorporation or registration
Whether the company is registered by ASIC as proprietary or public company	If the company is registered by the relevant foreign registration body, whether it is registered as a private or public company or some other type of company by the relevant foreign registration body.	
If the company is registered as a proprietary company, the name of the each director of the company;	If the company is registered as a private company by the relevant foreign registration body – the name of each director of the company.	
If the company is a regulated company, the name of the regulator and details of the relevant licence		

<i>Australian company</i>	<i>Foreign company registered by ASIC</i>	<i>Foreign company not registered by ASIC</i>
If the company is a proprietary company and is not a regulated company, the name and residential address of any individual who owns through one or more shareholdings more than 25% of the issued capital of the company.	If the company is a proprietary or private company and is not a regulated company, the name and residential address of any individual who owns through one or more shareholdings more than 25% of the issued capital of the company.	
If the company is a majority-owned subsidiary of an Australian listed company, the name of the Australian listed company and the name of the relevant market/exchange.		
If the company is a listed company, the name of the relevant market/exchange..		

2. Verify the following:

(if the company falls into more than one company type, choose **one** of the relevant company types and verify **all** of the requirements for that type):

<i>Company type</i>	<i>Verify the following information</i>
Australian company	<p>The full name of the company as registered by ASIC.</p> <p>Whether the company is registered by ASIC as a proprietary or public company.</p> <p>The ACN issued to the company.</p>
Foreign company registered by ASIC	<p>The full name of the company as registered by ASIC;</p> <p>Whether the company is registered by the relevant foreign registration body, and if so whether it is registered as a private or public company.</p> <p>The ARBN issued to the company.</p>
Foreign company not registered by ASIC	<p>The full name of the company.</p> <p>Whether the company is registered by the relevant foreign registration body and if so:</p> <ul style="list-style-type: none"> • any identification number issued to the company by the relevant foreign registration body upon the company's formation, incorporation or registration; and • whether the company is registered as a private or public company.
Listed company (foreign or Australian)	That the company is a listed company.
Majority-owned subsidiary (foreign or Australian) of an Australian listed company	That the company is a majority owned subsidiary of an Australian listed company.

Company type	Verify the following information
Regulated company (foreign or Australian)	That the company is a regulated company.

3. Verification Method:

(use one or more of the verification methods set out below for the company type chosen in item 2 of this schedule):

* See *Schedule 9* on what can be a certified copy or extract of a document.

Australian company Foreign company registered with ASIC	Foreign company not registered with ASIC	Listed company Majority owned subsidiary of an Australian listed company Regulated company
A search of the ASIC database. If the ASIC database is not reasonably available, an original or certified copy* of a certificate of registration issued by ASIC.	A search of the relevant foreign registration body. If that source is not reasonably available, an original or certified copy* of a certificate of registration (or equivalent) issued by the relevant foreign registration body. If it is not possible to verify the company from either or both of the above, a disclosure certificate from the company given by an agent of the company verified in accordance with Schedule 1 (see schedule 8 for Agents of Customers requirements)	A search of the relevant financial market. A search of the ASIC database. A search of the licence or other records of the relevant Commonwealth, State or Territory statutory regulator. A public document issued by the relevant company.
<p>Non-English documents:</p> <p>Where any document relied on as part of the procedure is in a language that is not English, it must be accompanied by an English translation prepared by an accredited translator.</p>		

4. Agents of Customers:

Refer to Schedule 8 for more information if a customer appoints an agent to act for or on their behalf in relation to a designated service.

5. Definitions for this schedule:

Australian company means a company (other than a foreign company) that is registered by ASIC under the Corporations Act 2001.

Australian financial market means a financial market operated by:

- (a) Australia Pacific Exchange Limited;

- (b) Australian Securities Exchange Limited;
- (c) Bendigo Stock Exchange Limited;
- (d) Stock Exchange of Newcastle Limited; or
- (e) any other prescribed financial markets for the purposes of section 9 of the Corporations Act 2001 (Cth), as amended or replaced from time to time.

Australian listed company means an Australian company that is a public company included in the official list of an Australian financial market.

Foreign company means a company that is incorporated in a country other than Australia and its Territories.

Listed company means:

- (a) an Australian listed company;
- (b) a foreign company registered with ASIC that is a company included in the official list of an Australian financial market; or
- (c) a foreign company (whether or not registered with ASIC) that is a company whose shares, in whole or in part, are listed for quotation in the official list of any of the following financial markets:
 - American Stock Exchange;
 - Borsa Italiana;
 - Bourse de Paris;
 - Bursa Malaysia Main Board and Bursa Malaysia Second Board;
 - Eurex Amsterdam;
 - Frankfurt Stock Exchange;
 - Hong Kong Stock Exchange;
 - JSE Securities Exchange;
 - London Stock Exchange;
 - NASDAQ National Market;
 - New York Stock Exchange;
 - New Zealand Stock Exchange;
 - Stock Exchange of Singapore;
 - SWX Swiss Exchange;
 - Tokyo Stock Exchange;
 - Toronto Stock Exchange; and
 - any other financial market that the financial planner's licensee and the issuer agree.

Public company includes any foreign company that is a listed company and not a private company.

Public document has the meaning given to that term in the Corporations Act 2001 (Cth). It includes, for example, an annual report, prospectus, or product disclosure statement issued by the relevant company.

Regulated company means a company (whether Australian or foreign) that is licensed and subject to the regulatory oversight of a Commonwealth, State or Territory statutory regulator in relation to its activities as a company, including a company that:

- (a) has an Australian financial services licence; or
- (b) is regulated by the Australian Prudential Regulation Authority.

Schedule 3: Trusts and Trustees

1. Collect the following information

(if the trust falls into more than one trust type, choose **one** of the relevant trust types and collect **all** of the requirements for that type):

<i>Registered scheme</i> <i>Regulated trust</i> <i>Government superannuation fund</i>	<i>Any other trust</i>
Full name of the trust	
Full business name (if any) of the trustee in respect of the trust	
The type of trust	
The country in which the trust was established	
If the trust is a registered scheme, the scheme's ARSN. If the trust is a regulated trust, the name of the regulator and relevant ABN, registration/licensing details. If the trust is a government superannuation fund established under legislation, the name of that legislation.	Full name of each beneficiary AND/OR If the terms of the trust identify the beneficiaries by reference to membership of a class - details of the class
	Full name and residential address of each trustee who is an individual
	Full name and address of each trustee who is not an individual
In respect of one of the trustees (" identified trustee "), the information required to be collected for an individual under schedule 1 or for a company under schedule 2, as applicable.	

2. Verify the following

(if the trust falls into more than one trust type, choose **one** of the relevant trust types and verify **all** of the requirements for that type):

<i>Registered scheme</i> <i>Regulated trust</i> <i>Government superannuation fund</i>	<i>Any other trust</i>
The full name of the trust. That the trust is a registered scheme, regulated trust or government superannuation fund, as applicable.	The full name of the trust. In respect of the identified trustee, the information required to be verified for an individual under schedule 1 or for a company under schedule 2, as applicable.

3. Verification Method

(use one or more of the verification methods set out below for the trust type chosen in item 2 of this schedule):

* See *Schedule 9* on what can be a certified copy or extract of a document.

Registered scheme Regulated trust Government superannuation fund	Any other trust
<p>A search of the ASIC, ATO or relevant regulator's website (e.g. "Super Fund Lookup" at www.abn.business.gov.au).</p> <p>A copy or relevant extract of the legislation establishing the government superannuation fund sourced from a government website.</p>	<p>In relation to the name of the trust:</p> <ul style="list-style-type: none"> • an original, certified copy* or certified extract* of the trust deed; • a notice (such as a notice of assessment) issued by the Australian Taxation Office within the last 12 months; or • a letter from a solicitor or qualified accountant verifying the name of the trust.
N/A	In relation to the identified trustee, the methods of verification for an individual under schedule 1 or for a company under schedule 2, as applicable.
<p>Non-English documents:</p> <p>Where any document relied on as part of the procedure is in a language that is not English, it must be accompanied by an English translation prepared by an accredited translator.</p>	

4. Agents of Customers

Refer to Schedule 8 for more information in relation to agents of a customer, who is authorised to act for or on behalf of the customer in relation to a designated service

5. Definitions for this schedule

Registered scheme means a trust that is a managed investment scheme registered by ASIC.

Regulated trust means a trust that is:

- (a) a self-managed superannuation fund within the meaning of section 19 of the Superannuation Industry (Supervision) Act 1993 (Cth): the relevant regulator is the Australian Taxation Office;
- (b) a regulated superannuation fund, an approved deposit fund, a pooled superannuation trust, or a public sector superannuation scheme, within the meaning of the Superannuation Industry (Supervision) Act 1993 (Cth), including small APRA-regulated funds: the relevant regulator is the Australian Prudential Regulation Authority; or
- (c) any other trust that the financial planner's licensee and the issuer agree is a trust that is registered and subject to regulatory oversight of a Commonwealth statutory regulator in relation to its activities as a trust.

Government superannuation fund means a government superannuation fund established by legislation.

Membership of a class includes for example unit holders of the relevant trust, family members of a named person/s, etc.

Schedule 4: Partnerships

1. Collect the information required in **both** columns below:

<i>Information about the Partnership</i>	<i>Information about one Partner (Verified partner)</i>
<ul style="list-style-type: none"> • Full name of the partnership. • Full registered business name and/or trading name (if any) of the partnership. • The country in which the partnership was established. • If the partnership is regulated by a professional association, the name of the professional association and relevant membership details. • If the partnership is not regulated by a professional association, the full name and residential address of each partner in the partnership. 	<p>For at least one of the partners, information required for an Individual as outlined in Schedule 1.</p>

2. Verify all of the information required in **both** columns below:

<i>Information about the Partnership</i>	<i>Information about verified partner</i>
<p>Full name of the partnership.</p> <p>If the partnership is regulated by a professional association, membership of that professional association.</p>	<p>Information as required for an individual as outlined in Schedule 1.</p>

3. Verification Method:

* See *Schedule 9* on what can be a certified copy or extract of a document.

<i>Verification of information about the partnership</i>	<i>Verification of information about one Partner (Verified partner)</i>
<p>In relation to the name of the partnership:</p> <ul style="list-style-type: none"> • An original partnership agreement; or • A certified copy* or certified extract* of the partnership agreement; or • A certified copy* or certified extract* of minutes of a partnership meeting; or • Membership details independently sourced from the current membership directory of the relevant professional association; or • A search of the relevant ASIC or other regulator's database; or 	<p>Verification procedures as outlined in standard customer verification procedures in Schedule 1: Individuals.</p>

Verification of information about the partnership	Verification of information about one Partner (Verified partner)
<ul style="list-style-type: none"> • A notice (such as a notice of assessment) issued by the Australian Taxation Office within the last 12 months; or • An original or certified copy* of a certificate of registration of business name issued by a government or government agency in Australia; or • a letter from a solicitor or qualified accountant verifying the name and existence of the entity. <p>In relation to the partnership's membership of a professional association, membership details independently sourced from the current membership directory of the relevant association.</p>	
<p>Non-English documents</p> <p>Where any document relied on as part of the procedure is in a language that is not English, it must be accompanied by an English translation prepared by an accredited translator.</p>	

4. Agents of Customers

Refer to Schedule 8 for more information in relation to agents of a customer, who is authorised to act for or on behalf of the customer in relation to a designated service.

Schedule 5: Associations

1. Collect:

<i>Information about an <u>Incorporated Association</u></i>	<i>Information about an <u>Unincorporated Association</u></i>
Full name of the association	
One of the following: <ul style="list-style-type: none"> • the full address of the association's principal place of administration; or • the full address of the association's registered office (if any); or • the full name and residential address of the association's public officer (or of the president, secretary or treasurer, if no public officer) 	Full address of the association's principal place of administration (if any)
Full name of the chairman, secretary and treasurer (or equivalent officers)	
Any unique identification number issued upon incorporation by the relevant registration body	In respect of a member of the unincorporated association (<i>verified member</i>), information required for an Individual as outlined in Schedule 1.

2. Verify:

<i>Information about an <u>Incorporated Association</u></i>	<i>Information about an <u>Unincorporated Association</u></i>
<ul style="list-style-type: none"> • Full name of the association; and • Any unique identification number. 	<ul style="list-style-type: none"> • Full name of the association; and • In respect of the "verified member", information as required for an individual as outlined in Schedule 1.

3. Verification Method:

The following procedure should be conducted in all cases, where possible:

* See *Schedule 9* on what can be a certified copy or extract of a document.

<i>Incorporated Association</i>	<i>Unincorporated Association</i>
<ul style="list-style-type: none">• An original, certified copy* or certified extract* of the Constitution or Rules of the association; or• Information provided by ASIC or the government body responsible for the incorporation of the association.	<ul style="list-style-type: none">• An original, certified copy* or certified extract* of the Constitution or Rules of the association: and• In relation to the “verified member”, verification procedures as required for an individual as outlined in Schedule 1.
Non-English documents Where any document relied on as part of the procedure is in a language that is not English, it must be accompanied by an English translation prepared by an accredited translator.	

If the above customer identification procedure is unable to be conducted, the financial planner should contact the relevant product issuer and conduct a procedure as agreed between that product issuer and the financial planner’s licensee in respect of that transaction.

Agents of Customers

Refer to Schedule 8 for more information in relation to agents of a customer, who is authorised to act for or on behalf of the customer in relation to a designated service

Schedule 6: Registered Co-operatives

1. Collect:

- Full name of the registered co-operative; and
- Full name of the chairman, secretary and treasurer or equivalent officer in each case; and
- One of the following:
 - (i) Full address of the co-operative's registered office; or
 - (ii) Full address of the co-operative's principal place of operations (if any); or
 - (iii) Full name and residential address of the co-operative's secretary (or if there is no such person, the co-operative's president or treasurer); and
- Any unique identification number issued upon its registration by the relevant registration body.

2. Verify:

- Full name of the registered co-operative; and
- Any unique identification number issued to the co-operative upon registration.

3. Verification Method:

One or more of the following sources must be used to verify the required information:

- An original, certified copy* or certified extract* of the register maintained by the co-operative.; or
- Information provided by ASIC or the government body responsible for the registration of the co-operative.

* See *Schedule 9* on what can be a certified copy or extract of a document.

Non-English documents

Where any document relied on as part of the procedure is in a language that is not English, it must be accompanied by an English translation prepared by an accredited translator.

If the above customer identification procedure is unable to be conducted, the financial planner should contact the relevant product issuer and conduct a procedure as agreed between that product issuer and the financial planner's licensee in respect of that transaction.

Agents of Customers

Refer to Schedule 8 for more information in relation to agents of a customer, who is authorised to act for or on behalf of the customer in relation to a designated service.

Schedule 7: Government Bodies

1. Collect:

- Full name of the government body; and
- Full address of the government body's principal place of operations; and
- Whether the government body is a body of:
 - the Commonwealth of Australia; or
 - a State, Territory or a Foreign Country (and if so, the name of the relevant State, Territory or Foreign Country).

2. Verify:

- Full name of the government body;
- Full address of the government body's principal place of operations; and
- Whether the government body is a body of:
 - the Commonwealth of Australia; or
 - a State, Territory or a Foreign Country (and if so, the name of the relevant State, Territory or Foreign Country);

3. Verification Method:

The following procedure should be conducted in all cases, where possible:

- Search the relevant Commonwealth, State, Territory or Foreign Country website for confirmation of the government body's existence; or
- Review the relevant Commonwealth, State, Territory or Foreign Country register of government bodies (where available); or
- If the government body is established under legislation, a copy or relevant extract of the legislation obtained from a reliable and independent source, such as a government website.

Non-English documents

Where any document relied on as part of the procedure is in a language that is not English, it must be accompanied by an English translation prepared by an accredited translator.

If the above customer identification procedure is unable to be conducted, the financial planner should contact the relevant product issuer and conduct a procedure as agreed between that product issuer and the financial planner's licensee in respect of that transaction.

Agents of Customers

Refer to Schedule 8 for more information if a customer appoints an agent to act for or on their behalf in relation to a designated service.

Schedule 8: Agents of customers

All types of customers appointing an agent

The following procedures apply when a customer authorises an agent, who is an individual, to act for or on behalf of the customer in relation to designated services.

For avoidance of doubt:

- A person is not an agent of a customer merely because they arrange designated services for or on behalf of the customer.
- Parts 1 and 2 of this Schedule apply to individuals who act for or on behalf of a customer.
- Part 3 of this Schedule applies to agents who are not individuals.

1. Collect the following from the customer:

- Full name of each agent; and
- Evidence of the agent's authority to act on behalf of the customer (e.g. signed letter, signed authorisation form, signed power of attorney etc).
- Any other information required to be collected as specified by the product issuer (e.g. in a PDS, product application form or agreement).

2. Verification

If required by the product issuer, verify the identity of the agent using any one of the following methods:

- in accordance with Schedule 1; or
- through a verifying officer as set out below; or
- if the agent is acting under an AFSL, evidence that the agent is the holder or a representative of the holder of the AFSL. Evidence may consist of the provision of the AFSL number or authorised representative number issued by ASIC, or a planner ID number or other method used by the issuer to track the source of applications or that otherwise identifies licensees and their representatives to the issuer).

Issuers may also accept other methods of verification. These may be set out in the issuer's PDS or application form, or in an agreement between the financial planner's licensee and the issuer, or may be requested by contacting the issuer. In each case, the planner must ensure that the method used complies with their licensee's policies, and should contact their licensee if in doubt.

Non-individual customers appointing a verifying officer and agent

The following procedure applies when a non-individual customer (e.g. company, trustee, co-operative etc) appoints a verifying officer (e.g. employee, agent or contractor) to identify an agent appointed by the non-individual customer.

a. Identify the verifying officer

The financial planner is to:

- Identify and verify the verifying officer in accordance with Schedule 1
- Obtain evidence of the customer's authorisation of the verifying officer to act as

a verifying officer (e.g. signed letter, signed authorisation form etc).

b. Identify the Agent

i. The financial planner is to notify the customer that under the AML/CTF Act the verifying officer is required to:

- Collect the following:
 - Full name of each agent;
 - Position title or role held by the agent with the customer;
 - A copy of the signature of the agent; and
 - Evidence of the customer's authorisation of the agent to act for or on behalf of the customer (e.g. signed letter, signed authorisation form, signed power of attorney etc).

AND

- Make a record of the above information; and
- Provide the following information to the product issuer and, if required by the financial planner's licensee, to the financial planner:
 - Full name of each agent; and
 - A copy of the signature of the agent.

ii. The financial planner is to notify the customer that under the AML/CTF Act, the non-individual customer must retain the records made by the verifying officer.

Non-English documents

Where any document relied on as part of the procedure is in a language that is not English, it must be accompanied by an English translation prepared by an accredited translator.

3. Agents who are not individuals

It is possible that a customer may appoint a non-individual, such as a company, as the customer's agent. The AML/CTF Rules do not provide for collection and verification of information about the identity of agents who are not individuals.

However, ultimately such agents must act through an individual or individuals (e.g. employees of a company).

As such, financial planners should comply with part 1 of this Schedule 8 in relation to those individuals, and collect their name and evidence of authority to act on behalf of the customer. In these cases, financial planners should ensure that the evidence of authorisation shows the chain of authority from the customer to the non-individual agent and from the agent to the individual actually acting for or on behalf of the customer.

If the issuer requires such agents to be verified, then the methods described in part 2 of this Schedule 8 apply. Planners should contact their licensee or the product issuer if they are unclear about what is required.

Schedule 9: Certified copy (of an original document)

“**Certified copy**“ means a document that has been certified as a true copy of an original document.

“**Certified extract**” means an extract that has been certified as a true copy of some of the information contained in a complete original document by one of the persons described in paragraphs (1) – (15) below.

People who can certify documents or extracts are *[italics added for ease of comprehension]*:

1. *(a lawyer)* a person who is enrolled on the roll of the Supreme Court of a State or Territory, or High Court of Australia, as a legal practitioner (however described);
2. a judge of a court;
3. a magistrate;
4. a chief executive officer of a Commonwealth court;
5. a registrar or deputy registrar of a court;
6. *a Justice of Peace*;
7. a notary public (for the purposes of the Statutory Declaration Regulations 1993);
8. *a police officer*;
9. *(a postal agent)* an agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public;
10. *(the post office)* an permanent employee of The Australian Postal Corporation with 2 or more years of continuous service who is employed in an office supplying postal services to the public;
11. an Australian consular officer or an Australian diplomatic officer (within the meaning of the Consular Fees Act 1955);
12. an officer with 2 or more continuous years of service with one or more financial institutions (for the purposes of the Statutory Declaration Regulations 1993);
13. a finance company officer with 2 or more continuous years of service with one or more financial companies (for the purposes of the Statutory Declaration Regulations 1993);
14. an officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more continuous years of service with one or more licensees; and
15. *(an accountant)* a member of the institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with 2 or more years of continuous membership.