



19 December 2013

Te Tari Taiwhenua

Jon Le Mercier
Email fyi-request-1262-141779e8@requests/fyi.org.nz

PASSPORTS
Uruwhenua

109 Featherston Street
PO Box 1568, Wellington 6140
New Zealand
Freephone 0800 22 50 50
Facsimile +64 4 382 3410
Website www.dia.govt.nz

Dear Mr Le Mercier

Thank you for your email regarding the use of honorific (Titles) in the passport.

The Passport Operational Policy outlined in my earlier email is a long standing policy which dates back to circa 1987. I have attached relevant sections of the Passports Operational Policy from 1987 and 1996 which relate to "Titles". The policy has remained essentially unchanged from 1987 through to current Passport Operational Policy regarding Titles.

The wife of a knight may use the courtesy title of "Lady". Information relating to this is available on the website of the Department of the Prime Minister and Cabinet, Honours Unit. <http://www.dpmc.govt.nz/honours/overview/titles-and-styles>

Due to the era when the Policy was written, the Department could not locate any further documentation showing the development of the Department's policy decisions relating to how Titles could be displayed in a passport.

The International Civil Aviation Organisation (ICAO), which is the Authority that sets the standards and specifications for the issuance of Travel Documents. ICAO recommends that prefixes and suffixes including titles, professional and academic qualifications, honours, awards and hereditary status, *not* be included in the visual inspection zone (VIZ) of the passport. Attached is a copy of the recommendation contained in ICAO Standards "Machine Readable Travel Documents".

In effect the use of honorifics (titles, professional, and academic qualifications etc) are considered as non-essential identifying information, for Travel Document purposes.

We think that current policy has some linkage with the legacy of NZ's colonial past. The history of the NZ honours system has mirrored changes in respect to New Zealand's constitution, from a Crown Colony to a Dominion, and from a Dominion to a fully independent constitutional monarchy or realm – our use of a passport also appears to have done this (i.e. New Zealanders used to be referred to as British Subjects and the passport book itself was referred to as a 'British Passport Dominion of New Zealand'). The recording of honours titles in New Zealand passports seems to be part of this legacy.

There are currently no plans to review this policy.

There may be historic information in existence relating to titles displayed in New Zealand passports stored within National Archives. Given that there would be a substantial amount of research required to locate any information, if in existence, then the Department would need to consider fixing a charge for the cost of labour for the research.



A large number of Internal Affairs archives have open access, so you may choose to conduct a search of these files yourself.

<http://www.archway.archives.govt.nz/>

I hope this further information is of assistance to you.

Yours sincerely



Geoff May
General Manager, Passports Uruwhenua
Passports Uruwhenua
Service Delivery and Operations Branch
The Department of Internal Affairs Te Tari Taiwhenua

Passport Operational Policy 1987

3.9.2 Titles

Titles bestowed by the Queen on New Zealand citizens may be included in passports. Show the person's surname first, followed by their forenames, then the title in brackets:

ELWORTHY Samuel Charles (Lord)
MARSHALL John Ross (Rt. Hon. Sir)
THORNTON Leonard Whitmore (Sir)
MARSH Ngaio Edith (Dame)

Honourable (Hon.)

Ministers of the Crown and the Speaker of the House use the title of Honourable, abbreviated to Hon. Former Cabinet Ministers are also permitted to continue using this title.

Right Honourable (Rt. Hon.)

Most members of the peerage are entitled to use Rt. Hon. (for guidance, see *Debrett's Peerage*, or *Debrett's Correct Form*) and this includes New Zealanders who are peers. Earls, Viscounts and Barons have this title. Privy Councillors also use the Rt. Hon. and this is shown:

PALMER Geoffrey (Rt. Hon.)

Service and Military Ranks

These are not shown in New Zealand passports.

Other Awards, Designations, Professional and Vocational Titles

Awards such as KCMG, OBE, VC, MC, etc are not shown in New Zealand passports.

Professional qualifications such as university degrees are not shown.

Titles such as Dr, Rev., Father, Nurse, Padre, Brother, Sister, Canon, Bishop or Archbishop are not shown.

Foreign Titles

Foreign titles are not recognised for passport purposes in New Zealand.

In some countries, however, a title is recorded as part of a person's name. If that person is granted New Zealand citizenship and the title appears on the Certificate of Citizenship, regard it as a forename for passport purposes, and leave it in the original form:

DI BOSDARI Conte Bruno Amadeo

Passport Operational Policy 1996

Titles bestowed by the Monarch Titles bestowed by the Monarch on New Zealand citizens may be included in passports. You must show the person's surname first, followed by their forenames, then their title in the title field. For manual passports the title is shown in brackets after the last given name. For example:

- ELWORTHY Samuel Charles (Lord)
- PALMER Geoffrey (Rt Hon Sir)
- THORNTON Leonard Whitmore (Sir)
- MARSH Ngaio Edith (Dame)

Unless the title is shown in a previous passport, refer all applications to DONI Investigations.

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Names, Continued

Other acceptable titles

There are other titles which may appear on supporting documents, and acceptable examples of these are given in the table below:

Honourable (Hon)	Ministers of the Crown and the Speaker of the House use the title of Honourable, abbreviated to Hon. Former Cabinet Ministers may also be permitted to continue using this title.
Right Honourable (Rt Hon)	Most members of the peerage are entitled to use Rt Hon and this includes New Zealanders who are peers. Earls, Viscounts and Barons have this title. Privy Councillors also use the Rt Hon and this is shown in the passports as follows: BOLGER Brendan James (Rt Hon)

Other unacceptable titles

There are other titles which may appear on supporting documents which are not acceptable in a New Zealand passport. Examples are given in the table below:

Pacific Island Customary Titles	Titles bestowed on leading members in various Pacific Island Communities, Ariki, Ratu, etc are not usually shown in New Zealand passports. Refer applications to DONI Investigations.
Service and Military Ranks	These are not shown in New Zealand passports.
Other Awards, Designations, Professional and Vocational Titles	Awards such as KCMG, OBE, VC, MC, etc are not shown in New Zealand passports. Professional qualifications such as university degrees are not shown. Titles such as Dr, Rev, Father, Nurse, Padre, Brother, Sister, Canon, Bishop or Archbishop are not shown.

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Names, Continued

Other unacceptable titles (continued/...)	Foreign Titles	Foreign titles are not recognised for passport purposes in New Zealand. In some countries, however, a title is recorded as part of a person's name. If that person is granted New Zealand citizenship and the title appears on the Certificate of Citizenship, you should regard it as a forename for passport purposes, and leave it in the original form, for example: DI BOSDARI Conte Bruno Amadeo
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ICAO Machine Readable Travel Documents Volume 1 – Passports with Machine Readable Data Stored in Optical Character Recognition Format

11.3 It is recommended that prefixes and suffixes including titles, professional and academic qualifications, honours, awards, and hereditary status, not be included in the VIZ. However, if an issuing State or organization considers a prefix or suffix to be legally part of the name, the prefix or suffix can appear in the VIZ. Numeric characters should not be written in the name fields of the VIZ. Where the use of numeric characters is a legal naming convention in the issuing States, these should be represented in Roman numerals. Any prefixes, suffixes or Roman numerals shall be entered in the secondary identifier field.