




Quick Guide: Digital Passenger Declaration mobile app

Passenger support

All passengers travelling to Australia can start and complete a Digital Passenger Declaration (DPD) seven days before their flight, but must submit it before their departure. Passengers who are 16 years old or over can complete their own declaration. Parents or guardians should complete a declaration of any child under 16 years of age. If an adult cannot complete their own DPD, another adult can assist them to do this.

Passengers should have the following information and physical documents available on hand:

- flight number
- travel history (14 days prior to flight)
- COVID-19 vaccination record or acceptable proof cannot be vaccinated for medical reasons
- valid passport
- destination & quarantine arrangements

 **The best way to submit a DPD is via the mobile app.** Passengers can also complete a DPD via the web form at <https://www.homeaffairs.gov.au/covid19/digital-passenger-declaration>. Passengers can view their DPD on the mobile app or on the web form to access their *DPD summary* while travelling.



Select the 'hamburger' menu (top right) and select Help to find **Frequently Asked Questions**.

1 Create an account

1. Download the **Digital Passenger Declaration** mobile app or go to the web form at <https://www.homeaffairs.gov.au/covid19/digital-passenger-declaration>.
2. Select the **Create an account** button.
3. Select **I agree** under *Terms and Conditions*.
4. Select **Get started**.
5. Complete all fields then select **Continue**.
6. A one-time passcode will be sent via email.
7. Retrieve and enter the passcode and select **Continue**.



Selecting **I do not agree** means the passenger will be unable to submit a DPD and may not be cleared to board their flight.

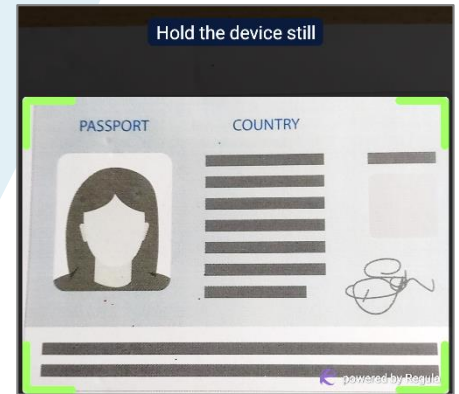
2 Add a new DPD

1. Select the **+ New DPD** button.
2. Enter flight number and departure date, then select the search icon.
3. When the flight displays, click on it to view the details.
If there are multiple flights (stops) before arriving in Australia, enter the first flight, and the one that lands in Australia. Click on the **Add another** button then follow steps 2 and 3 above.
4. If correct, select **Confirm**.
5. Read to the end of Information collection consent section.
6. Select **I agree** to allow collection of personal information.

3 Capture passport details

1. Select **Continue** to confirm availability of required documents.
2. Select **Scan** then hold the mobile phone camera over the passport identity page and position the box on the corners of the page. The colour will change to green when the scan is successful. When the passport details have been scanned, select **Save and next**.

If 3 attempts to scan the identity page are unsuccessful, a screen displays for the passenger to manually enter passport details.

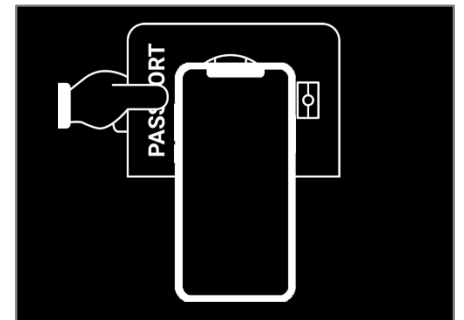


4 Scan the passport chip

If there has been a successful scan of the passport identity page, and the passport is recognised as an e-passport, the app will ask the passenger to scan the e-passport chip. Remove all covers from the passport and phone before scanning the chip.

1. Place the mobile device directly on the passport front cover (or inside back cover for USA passports). Slowly slide the device over the cover in an upward motion until it starts to register the chip. The phone will vibrate or show a progress bar when the chip is located. Do not move the phone or passport at this stage. When the chip read is successful, a summary page displays; select **Save and next**.

If 3 attempts to scan the chip are unsuccessful, the process will move forward to capturing a live facial image.



5 Capture a live facial image ('selfie')

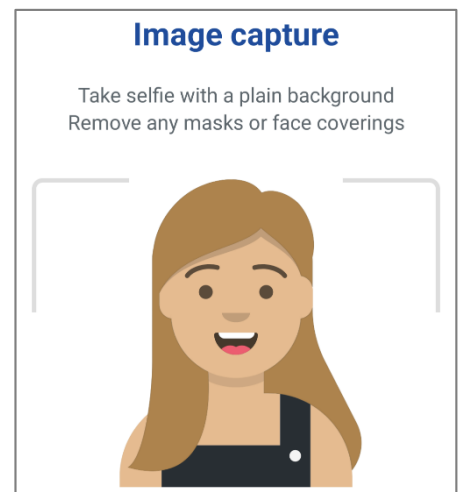
Passengers 16 years and older are required to take a live facial image (photo) of themselves.

1. Hold the phone up to capture a clear facial image against a plain, light-coloured background, then select **Take a photo**.

The phone takes the photo automatically when the conditions for capture are met.

2. Once the photo has been taken the facial image appears on the screen, select **Save and next**.

The passenger has 3 attempts to take a good quality live facial image, the app will then progress to *Trip details* section.



6 Complete and review *Trip details*

1. In the *Travel history* screen, select the **Yes** or **No** radio button, according to recent travel history.
2. If **Yes**, start entering a country name into the **Country visited** field and select from the drop-down list.
3. Click on **+ Add country visited** to add additional locations.
4. Select **Continue**.
5. In the *Planned movements* screen, complete all fields then click **Continue**.

Review trip details

Please review your trip details below and make sure everything is right

✈ Flight details	Complete
👤 Passenger identity	Complete
🕒 Travel history	Complete
📅 Planned movements	Complete
👤 Contact details	Complete

Save and exit
Submit

- In the *Contact details* screen, complete all fields then click **Confirm and continue**.



In the phone fields, the country code can be changed by clicking on the flag icon.

- On the *Review trip details* screen, select **Submit** if the information is complete or select **Save and exit** to complete the DPD later.



Once the trip is submitted only **Contact details** can be changed. Select **Amend** to update. Other sections cannot be changed.

7 Submit *Quarantine details*

This section is available once *Trip details* are completed and submitted.

- Select **Quarantine details**.
- Select the radio button that reflects the quarantine arrangements that apply.
Depending on the selection, additional fields will display.
- Complete all fields then select **Continue**.
- Review the information entered then select **Submit**.

8 Submit *Health information*

This section must be completed and submitted prior to departure.

- Select **Health information**
- Complete all fields and select **Continue**.
- On the Vaccination details screen:

Select **Yes**, to scan an Australian issued international COVID-19 vaccination certificate.

Select **Scan Vaccine Certificate QR code**, scan the document QR code. Check the details are correct and amend details if required.

- Select **No**, for all other vaccination certificates or evidence of vaccination.

Enter the **number** of COVID-19 vaccine doses received, *including boosters*, and enter the details for each of the doses.

- Select **Add image or photo** to upload evidence of vaccination.

- Select **Save and next** to validate the details.



Passengers must enter **each** vaccination dose, including boosters, they have received.

- To review and update the *Health declaration* section, click on an item and select the **Amend** button.
- Select **Submit** to complete the DPD.

☒ **Trip details** Submitted →
☐ **Quarantine details** Commenced →
☐ **Health information** Commenced →
 View summary

← **Quarantine declaration**
 Your quarantine declaration will be shared with state and territory authorities in line with our Privacy Policy
☐ Government-managed quarantine (state/territory hotel quarantine)
☐ Other quarantine arrangements including home quarantine
☐ Quarantine free arrival (fully vaccinated only; not available in all states)

Vaccination details
 Please ensure you enter your important vaccination information, including all doses and booster, before you leave this page
 * Do you have a vaccination certificate or evidence of vaccination to scan?
☐ Yes
☐ No
 You can scan your Australian issued international COVID-19 vaccination certificate QR code here. For all other vaccination certificates, it is important that you enter your vaccination information, including all doses and booster, in the section below.

← **Health declaration**
Review health information
 Please review the health information you have provided
 Health declaration Complete
 COVID-19 vaccinations Complete
 Save and exit Submit

Update a DPD

Contact details within the *Trip details* section, and information within the *Quarantine details* and *Health information* sections can be updated.

1. Click to open the section that requires an update.
2. Select the **Amend** button.
3. Make the updates, then select **Confirm**.



Three solid blue circles indicate a completed DPD.

Review the DPD summary

The *DPD summary* screen is used as evidence of DPD outcome when travelling, so passengers should ensure their mobile device is fully charged when travelling.

1. Select the **View summary** button to open the *Summary screen*.
2. Scroll down to check the **Health information declared** field to view the DPD outcome:

Incomplete – means the passenger has not completed the health section of the DPD. They will need to review and complete this section and then submit their DPD.



The DPD requests critical health information. The passenger must be able to provide evidence that the critical information was completed before boarding the aircraft.

Complete – means the passenger has met the COVID-19 health requirements for boarding. The passenger will still need to show evidence of their documentation at check-in, prior to a final decision by the airline to board the passenger.

Confirmation required at check-in – means the passenger may not have met the requirements for travel to Australia and need to be confirmed at check-in. The airline will decide if the passenger can travel. If the passenger is allowed to travel to Australia, they may need to quarantine on arrival.

Print a copy of the DPD Summary

Passengers who complete their DPD on a mobile device can also print a hard copy to carry with them.

1. Go to: <https://www.homeaffairs.gov.au/covid19/digital-passenger-declaration>.
2. Select **Sign in**, then enter DPD username and password.
3. Click on the record of the flight to open the DPD.
4. Select **View summary** and then select **Print DPD summary**.

Do you need an interpreter during quarantine?

Do you require any other assistance?

Amend

Save and exit **Submit**

Trip details Submitted →

Quarantine details Submitted →

Health information Submitted →

View summary

DPD summary

Name	Firstname Lastname
Date of birth	31/01/2000
Travel document number	P1234567
Trip Declaration	Submitted
Emergency health declaration	Submitted
Quarantine planning	Submitted
Border declaration	N/A

Health summary

Health information declared	Complete
Quarantine pathway	Government-managed quarantine (state/territory hotel quarantine)

Sign in to your account

← **Create an account**

User name **Forgot user name?**

Enter your user name

Password * **Forgot password?**

Enter password

Continue