



## Quick guide: Digital Passenger Declaration (DPD) web form

## Passenger support

All passengers travelling to Australia should complete a Digital Passenger Declaration (DPD) within 72 hours\* of 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.

\* If entering state and territory hotel quarantine on arrival in Australia, please complete the trip, identity and quarantine sections between 7 days and 72 hours of arrival in Australia.

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
- negative COVID-19 test result within required timeframes

Passengers can complete a DPD via the web form at <https://covid19.homeaffairs.gov.au/digital-passenger-declaration>. When travelling, the passenger should carry printed copy of their *DPD Summary*, they can also log in to the web form on a mobile device to edit or display their DPD record.

Frequently Asked Questions are available from the **Help** menu in the blue banner at the top of the screen.

### 1 Create an account

1. Go to <https://covid19.homeaffairs.gov.au/digital-passenger-declaration>.
2. Select the **Create account with browser** button.
3. Read to the end of the *Terms and Conditions* section.
4. Select the **I agree** checkbox, then select **Get Started**.
5. Enter personal details then select **Continue**.
6. Select to receive your one-time passcode via email or mobile phone.
7. Retrieve the passcode and enter it into the field.
8. Select **Continue**.

### 2 Enter flight details to create 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. The DPD recognises connecting flights where the arrival port is not in Australia and requests another flight be added. Click on the **Add another** button then follow steps 2 and 3 above.
4. If correct, select **Confirm**.
5. Select **I agree** to allow collection of personal information.

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

### 3 Capture passport details

1. Select **Upload photo**.  
If **Enter passport details manually** is selected, the passenger can upload an image later in the process.
2. Locate a photo of the passport identity page (JPEG or PNG) and select **Open** to upload.
3. Select **Save and Next**.
4. If details are correct as displayed in the *Review your passport details* screen, select **Confirm and Continue**. If passport details are incorrect, select **Go back** and then **Re-upload photo**; ensure the text is clear and the two lines of text at the bottom of the page are included.

### Review your passport details

Please review the details from your passport below.

Passport number  
P1234567

Full name: JANE CITIZEN      Date of birth: 01/01/1999

Gender: FEMALE      Country: AUS

Date of issue: 04/09/2014      Date of expiration: 04/09/2024

### 4 Complete and review trip details

1. In the *Add your travel history* screen, select the **Yes** or **No** radio button, according to your recent travel history.
2. If **Yes**, enter a country name into the **Country visited** field.
3. Click on **+ Add country visited** for additional locations.
4. Select **Continue**.
5. In the *Planned Movements* screen, complete all fields then click **Continue**.
6. 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.

7. On the *Review trip details* screen, select **Submit trip** if the information is complete or select **Save and exit** to complete the DPD later.  
Once the trip is submitted, only the *Contact details* section can be edited.

### 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 ▾

### 5 Submit Quarantine details

The *Quarantine details* section is available only after *Trip details* are submitted.

1. Select **Quarantine details**.
2. Select the radio button that reflects the quarantine arrangements that apply.
3. Complete all fields then select **Continue**.  
Click on the **States** link in the header of the *Review and confirm quarantine declaration* screen for up-to-date information on quarantine requirements by state.
4. Review the information entered then select **Submit**.

- ⊕
Trip details
>

Submitted
- ⊕
Quarantine details
>

Commenced
- ⊕
Health information
>

Commenced

**Do you suffer from any allergies?**  
 Yes  No

**Do you need an interpreter during quarantine?**  
 Yes  No

**Do you require any other assistance?**  
 Yes  No

## 6 Submit Health information

The *Health information* section is locked until 72 hours prior to departure. If there is a transit the 72 hours applies to departure of the initial flight.

1. Select **Health information**
2. Complete all fields and select **Continue**.
3. On the *Vaccination details* screen, select **Add... vaccination certificate** or **Manually enter details**.
4. Enter or confirm details for the first dose of COVID-19 vaccine and select **Confirm and Continue**.  
If you selected to manually enter details, you can upload an image at the end of the screen.
5. Click on **Add** to enter details and upload an image of the vaccination certificate for the second dose.
6. Select **Save and Next**.
7. On the *COVID-19 test results* screen, select **Add**.
8. Enter details of a recent COVID-19 PCR or RAT test and select **Upload document of COVID-19 test result**.
9. Select **Confirm and Continue** then **Save and next**
10. Select **Submit** to complete the DPD.



Three solid blue circles indicate a completed DPD.

## 7 Review and print the DPD Summary

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

**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.

Select **Print DPD Summary** to display a Print panel, then select a printer and carry the print-out when travelling.

Select **Go back** to check *Contact details*, *Quarantine details* and *Health information* sections are all complete and correct.

Quarantine details Submitted

Health information Commenced

Health declaration

Opens 72 hours prior to departure

Your health declaration will be shared with state and territory authorities in line with our Privacy Policy

Before you travel to (or transit through) Australia, you must present a negative COVID-19 test when checking in for your flight, unless you are exempt. The COVID-19 Polymerase Chain Reaction (PCR) test must be taken 3 days (or 96 hours depending on your country of departure country) before you depart for Australia. To find out if you are exempt or for more information, go to [Inbound international travel | Australian Government Department of Health](#).

Have you, or anyone you are travelling with, been in contact with a known case of COVID-19 in the last 14 days? \*

Yes  No

Vaccination details

Add a COVID-19 vaccination certificate

Add your Australian issued international Covid-19 vaccination certificate

Or

Manually enter details

DPD summary

Name	FIRSTNAME LASTNAME
Date of birth	02/07/1958
Travel document number	P123456
Trip Declaration	Submitted
Emergency health declaration	Submitted
Quarantine planning	Submitted
Border declaration	N/A

Health summary

Health information declared	Complete
Quarantine pathway nominated	Quarantine free arrival (fully vaccinated only; not available in all states)

Border summary

Border declaration treatment status	N/A
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Go back Print DPD summary

Health summary

Health information declared	Confirmation required at check-in
Quarantine pathway nominated	Quarantine free arrival (fully vaccinated only; not available in all states)



Passengers unable to complete any section of the DPD should carry the documentation required to support their DPD when travelling.