



Australian Government

Department of Immigration and Border Protection

Attachment A

DECISION RECORD

Details

FOI Request FA 13/12/00108

File Number ADF2013/39970

Request

I am seeking documents and information under the Freedom of Information Act

The number of flights taken by personnel from the Department of Immigration to and from Sydney to attend and/or support Operation Sovereign Borders press conferences since, and including, the first one on September 23.

The cost of those flights.

The cost of accommodation for these personnel travelling to attend and/or support these press conferences.

The cost of travel and other allowances provided to these personnel travelling to attend and/or support these press conferences.

The number of personnel who travel to attend and/or support these press conferences.

Documents in scope

- Electronic records –1 x extract from personnel system, 2 x itineraries and 2 x confirmation of travel orders.

Information considered

I am an officer authorised under section 23 of the *Freedom of Information Act 1982* (the Act); to make decisions in respect of requests to access documents.

In reaching my decision, I have considered the following:

- The Act;
- Departmental documents (identified above);
- The Australian Information Commissioner's Guidelines relating to access to documents held by government;
- The Department's FOI handbook.

people our business

6 Chan Street Belconnen ACT 2617

PO Box 25 BELCONNEN ACT 2616 • Telephone: 02 6264 1111 • Fax: 02 6225 6970 • www.immi.gov.au

Attachment A

DECISION RECORD (continued)

Reasons for decision

I am satisfied that all documents that the department holds and which fall within the scope of your request have been provided to me to consider.

The documents relate to two instances of travel by one Commonwealth employee and contain information that falls within the definition of 'personal information' under the Act. Where documents contain personal information, I am required to consider whether an exemption under s.47F(1) of the Act applies. The Act provides that an agency must formally consult with the relevant person (referred to in the Act as a 'third party') about the possible release of their personal information.

The Act provides the third party with formal review rights (s.27A of the Act). It also provides the agency with an additional 30 days to process the request (s.15(6) of the Act).

However, you did not request documents and/or information that might identify employees who travelled to the press conferences. Therefore I have treated that information as being outside the scope of the request. Section 22(1)(a)(ii) of the Act provides that an agency may delete this information as 'irrelevant' to the request.

My decision is to release the relevant documents to you in full, with irrelevant information deleted under s.22(1)(a)(ii).

The Schedule of Documents forms part of my decision and should be read in conjunction with these reasons.

Yours sincerely



Angela O'Neil
Assistant Director
Freedom of Information and Privacy Policy Section
Department of Immigration and Border Protection

23 January 2014

Freedom of Information Act 1982

22 Access to edited copies with exempt or irrelevant matter deleted

Scope

- (1) This section applies if:
 - (a) an agency or Minister decides:
 - (i) to refuse to give access to an exempt document; or
 - (ii) that to give access to a document would disclose information that would reasonably be regarded as irrelevant to the request for access; and
 - (b) it is possible for the agency or Minister to prepare a copy (an *edited copy*) of the document, modified by deletions, ensuring that:
 - (i) access to the edited copy would be required to be given under section 11A (access to documents on request); and
 - (ii) the edited copy would not disclose any information that would reasonably be regarded as irrelevant to the request; and
 - (c) it is reasonably practicable for the agency or Minister to prepare the edited copy, having regard to:
 - (i) the nature and extent of the modification; and
 - (ii) the resources available to modify the document; and
 - (d) it is not apparent (from the request or from consultation with the applicant) that the applicant would decline access to the edited copy.

Access to edited copy

- (2) The agency or Minister must:
 - (a) prepare the edited copy as mentioned in paragraph (1)(b); and
 - (b) give the applicant access to the edited copy.

Notice to applicant

- (3) The agency or Minister must give the applicant notice in writing:
 - (a) that the edited copy has been prepared; and
 - (b) of the grounds for the deletions; and
 - (c) if any matter deleted is exempt matter—that the matter deleted is exempt matter because of a specified provision of this Act.
- (4) Section 26 (reasons for decision) does not apply to the decision to refuse access to the whole document unless the applicant requests the agency or Minister to give the applicant a notice in writing in accordance with that section.

23 Decisions to be made by authorised persons

- (1) Subject to subsection (2), a decision in respect of a request made to an agency may be made, on behalf of the agency, by the responsible Minister or the principal officer of the agency or, subject to the regulations, by an officer of the agency acting within the scope of authority exercisable by him or her in accordance with arrangements approved by the responsible Minister or the principal officer of the agency.

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Attachment C

SCHEDULE OF DOCUMENTS TO DECISION RECORD

FOI Request FA 13/12/00108
File Number ADF2013/39970

Electronic documents

Document Number	Number of pages	Description	Decision	Legislation
1	1	Extract from department's personnel system.	Release with irrelevant information deleted.	s.22(1)(a)(ii)
2	3	QBT Itinerary for travel on 4 October 2013	Release with irrelevant information deleted.	s.22(1)(a)(ii)
3	3	QBT Itinerary for travel on 11 October 2013	Release with irrelevant information deleted.	s.22(1)(a)(ii)
4	1	QTB Order Confirmation for travel on 4 October 2013	Release with irrelevant information deleted.	s.22(1)(a)(ii)
5	1	QTB Order Confirmation for travel on 11 October 2013	Release with irrelevant information deleted.	s.22(1)(a)(ii)

General Trip Data/Trip Totals

s. 22(1)(a)(ii)	Trip Begins On	Trip Ends On	Destin.	Reason for Trip	Σ Reimbursmt	Σ Pd by Comp	Σ Total	s. 22(1) (a)(ii)
	11.10.2013	11.10.2013	SYD	Minister media ev	53.00	246.00	299.00	
	04.10.2013	04.10.2013	SYD	Media Conf		242.70	242.70	
					▪ 53.00	▪ 488.70	▪ 541.70	



Your itinerary

QBT Pty Limited
ABN: 50 128 382 187

QBT
Po Box 10
Belmont Nsw 2280 2280

Requested: 10 December 2013

Attention:
DIBP CTS TRAVEL ACCOUNT

Po Box 25
Belconnen Act 2616

Tel: 1300 652 767 DOM

s. 22(1)(a)(ii)

We are pleased to advise the following travel arrangements.

Your Details

Customer Name

s. 22(1)(a)(ii)

Flight	Departing	Arriving	Status	Details
Qantas QF 704	Canberra 09:55	Sydney, Au 10:45	Economy (B) Confirmed	Aircraft type: BOEING 737-800 Flight Duration: 00:50 Meal Type: (R) Refreshment Number of stops: 0
s. 22(1)(a)(ii)	04 Oct 2013, Fri Terminal	04 Oct 2013, Fri Terminal 3		s. 22(1)(a)(ii) Baggage allowance: 1PC

Please enter your additional travel arrangements here.

Flight	Departing	Arriving	Status	Details
Qantas QF 779	Sydney, Au 16:55	Canberra 17:50	Economy (B) Confirmed	Aircraft type: BOEING 737-800 Flight Duration: 00:55 Meal Type: (R) Refreshment Number of stops: 0 Check-in terminal: 3
s. 22(1)(a)(ii)	04 Oct 2013, Fri Terminal 3	04 Oct 2013, Fri Terminal		s. 22(1)(a)(ii) Baggage allowance: 1PC

Please enter your additional travel arrangements here.

Pricing Description (Service fees are excluded)	Curr	Price	Tax	GST	Total
Air Fare (CBR/SYD/CBR) for s. 22(1)(a)(ii)	AUD	150.00	64.28	21.43	235.71

(Note: All prices are subject to change prior to final payment being received. Non-AIR products are reported in total price only and do not have tax and GST breakdown.)

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Freedom of Information Act 1982



Itinerary Requested: 10 December 2013

Additional Information (Please read your itinerary carefully)**Fare Conditions**
=====**Qantas Airline (- B Class)**

- Please refer to your QBT consultant for fare conditions.

Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 45 minutes prior to your scheduled departure time. Failure to do so may result in cancellation of your reservation.

Reconfirmation:

- We suggest that onward reservations and flight times are reconfirmed 72 hours prior to departure as policies differ between airlines and failure to do so may result in the cancellation of your reservation.

Electronic Tickets:

- Photo Identification is required when travelling on an electronic ticket. Failure to ensure the full booking name matches the photo identification may result in cancellation fees and/or loss of reservation.

Booking Changes:

- Please call 1300 652 767 DOM for changes to your booking at anytime and please advise this office if you do not use your ticket so that we may rebook or process a refund if applicable.

No Show / Cancellation Fees:

- See the fare conditions above for the relevant rules relating to your airfare. No show and cancellation fees may apply to hotels and car rental bookings on your itinerary. Generally hotels and car rentals need to be cancelled at least 24 hours prior to check-in, so please notify the relevant service provider if you will not be able to use the booking in order to minimise any fees that may be payable.

Seating & Meals:

- Any seating and meal requests shown on your itinerary are subject to confirmation upon check in.

Contact Details:

- Please provide local phone contact numbers for stopover cities.

Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

Passenger Security:

What items can I pack in my carry on baggage?

- Some countries have made changes to security measures at airports. If you are travelling in any of these countries, these measures will affect what you can carry on board an aircraft on international flights.

- To get the most update to date information, visit the Australian Government's travel security website:

<http://travelsecure.infrastructure.gov.au>

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

<http://travelsecure.infrastructure.gov.au>

- Given the considerable enhancement of aviation security in recent years, the Australian Government have removed the following items from the Prohibited Items list:

- * Umbrellas with metal points;
- * Knitting and crochet needles;
- * Pointed metal nail files (including nail clippers);
- * Corkscrews; and
- * Racquets used in squash, tennis, badminton or any other sport.

Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

Booking Arrangements:

- The person making the booking will be deemed to have accepted these Booking Conditions on behalf of everyone named in

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Itinerary Requested: 10 December 2013

the booking.

QBT Privacy Notice:

QBT collects information about you (including health information where necessary) to provide products and services to you, process your travel arrangements, facilitate your participation in the loyalty programs of airlines, conduct marketing activities and market research. If the information is not provided, QBT may not be able to provide the service requested. QBT may disclose your personal information to its related companies, carriers, travel service providers, organisations which provide services to QBT, such as collecting commissions, your employer if you are travelling on a ticket provided through your employer's corporate travel arrangements. QBT and carriers may also disclose your personal information to various law enforcement agencies and governments around the world for security, customs and immigration purposes. See QBT's Privacy Statement at www.qbt.travel for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

***** Itinerary End *****

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Your itinerary

QBT Pty Limited
ABN: 50 128 382 187

QBT
Po Box 10
Belmont Nsw 2280 2280

Requested: 10 December 2013

Attention:
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Po Box 25
Belconnen Act 2616

Tel: 1300 652 767 DOM

s. 22(1)(a)(ii)

We are pleased to advise the following travel arrangements.

Your Details

Customer Name

s. 22(1)(a)(ii)

Flight	Departing	Arriving	Status	Details
Qantas QF 872	Canberra 07:30	Sydney, Au 08:20	Economy (B) Confirmed	Aircraft type: BOEING 737-800 Flight Duration: 00:50 Meal Type: (R) Refreshment Number of stops: 0
s. 22(1)(a)(ii)	11 Oct 2013, Fri Terminal	11 Oct 2013, Fri Terminal 3		s. 22(1)(a)(ii) Baggage allowance: 1PC

Please enter your additional travel arrangements here.

Flight	Departing	Arriving	Status	Details
Qantas QF1427	Sydney, Au 15:30	Canberra 16:25	Economy (B) Confirmed	Aircraft type: DE HAVILLAND DHC-8 SERIES 300 Flight Duration: 00:55 Meal Type: (R) Refreshment Number of stops: 0 Aircraft:DH3 Check-in terminal: 3
s. 22(1)(a)(ii)	11 Oct 2013, Fri Terminal 3	11 Oct 2013, Fri Terminal		s. 22(1)(a)(ii) Flight Operated By:QANTASLINK - EASTERN AUSTRALIA A/L Baggage allowance: 1PC

Please enter your additional travel arrangements here.

Pricing Description (Service fees are excluded)	Curr	Price	Tax	GST	Total
Air Fare (CBR/SYD/CBR) for s. 22(1)(a)(ii)	AUD	150.00	64.28	21.43	235.71

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Itinerary Requested: 10 December 2013

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Itinerary Requested: 10 December 2013

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***** Itinerary End *****

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Freedom of Information Act 1982

Order Confirmation

QBT Pty Limited
ABN: 50 128 382 187
QBT
Po Box 10
Belmont Nsw 2280 2280

8

Date of issue: 10/12/13

Attention: s. 22(1)(a)(ii)

Po Box 25
Belconnen Act 2616

Travel File Number	Customer Number	Your Travel Consultant	Booking Date
s. 22(1)(a)(ii)	s. 22(1)(a)(ii)	s. 22(1)(a)(ii)	02 Oct 2013

Product	Passenger Name	Supplier Name	Origin	Destination	Other Information	Unit	Price	Tax	GST	Total	Curr
Flight Domestic s. 22(1)(a)(ii)	s. 22(1)(a)(ii)	Air Tickets (Bsp)	04/10/2013 Canberra	Sydney, Au	Ticket Info: s. 22(1)(a)(ii) / Booking Class: Economy Invoice Ref : s. 22(1) Itinerary: CBR / SYD / CBR	1	150.00	64.28	21.43	235.71	AUD

Product	Passenger Name	Service Supplier Detail	Other Information	Unit	Price	Tax	GST	Total	Curr
Online Bkg Dom Bndle s. 22(1)(a)(ii)	s. 22(1)(a)(ii)	Qbt Pty Limited 197-201 Coward Street Mascot Nsw Australia 2020	Invoice Ref : s. 22(1)	1	10.25	0.00	1.03	11.28	AUD

Product	Passenger Name	Service Supplier Detail	Other Information	Unit	Price	Tax	GST	Total	Curr
Woag Admin Charge s. 22(1)(a)(ii)	s. 22(1)(a)(ii)	Qbt Pty Limited 197-201 Coward Street Mascot Nsw Australia 2020	Invoice Ref s. 22(1)(a)	1	3.60	0.00	0.36	3.96	AUD

Note: All prices are subject to change prior to final payment being received. Cent round-down is applied in [Price] per unit calculation.

Currency	Base Price	Tax	GST	Total
AUD	163.85	64.28	22.82	250.9

Order Confirmation

QBT Pty Limited
ABN: 50 128 382 187
QBT
Po Box 10
Belmont NSW 2280 2280

9

Date of issue: 10/12/13

Attention: s. 22(1)(a)(ii)

Po Box 25
Belconnen Act 2616

Travel File Number	Customer Number	Your Travel Consultant	Booking Date
s. 22(1)(a)(ii)	s. 22(1)(a)(ii)	s. 22(1)(a)(ii)	04 Oct 2013

Product	Passenger Name	Supplier Name	Origin	Destination	Other Information	Unit	Price	Tax	GST	Total	Curr
Flight Domestic s. 22(1)(a)(ii)	s. 22(1)(a)(ii)	Air Tickets (Bsp)	11/10/2013 Canberra	Sydney, Au	Ticket Info: s. 22(1)(a)(ii) / Booking Class: Economy Invoice Ref s. 22(1)(a) Itinerary: CBR / SYD / CBR	1	150.00	64.28	21.43	235.71	AUD

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Online Bkg Dom Bndle s. 22(1)(a)(ii)	s. 22(1)(a)(ii)	Qbt Pty Limited 197-201 Coward Street Mascot NSW Australia 2020	Invoice Ref s. 22(1)(a)(ii)	1	10.25	0.00	1.03	11.28	AUD

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Note: All prices are subject to change prior to final payment being received. Cent round-down is applied in [Price] per unit calculation.

Currency	Base Price	Tax	GST	Total
AUD	163.85	64.28	22.82	250.9