



Australian Government
Department of Immigration and Border Protection

Decision Record

Request Details

FOI Request: FA 14/01/00956

File Number: ADF2014/3412

Scope of Request

Could you please provide me with a copy of the following from the Office of the MARA:

- *A copy of any communication from any individual or entity, within the time period 1 October 2013 to 24 Jan 2014, requesting an extension of time for the PRP 2014*
- *minutes and memoranda discussing that request*
- *copy of the internal documents which agree to that request*

On 20 February 2014 the FOI applicant agreed to have mobile telephone numbers redacted as being irrelevant to the scope of the request.

Documents in scope

The following identifies documents received and assessed by the FOI Section.

1. Office of the Migration Agents Registration Authority (OMARA) email trail dated 23 January 2014 – containing 3 folios
2. Office of the Migration Agents Registration Authority (OMARA) email trail dated 24 January 2014 – containing 2 folios

Decision

I am an officer authorised under section 23(1) of the FOI Act to make decisions in relation to FOI requests.

My decision is to delete irrelevant material from the documents which fall within the scope of your request. A statement of reasons for my decision is below.

Information considered

In reaching my decision I have considered the following:

- The *Freedom of Information Act 1982*;
- the *FOI Guidelines* issued by the Australian Information Commissioner;
- Departmental documents (identified above); and
- Comments made by the Office of the Migration Agents Registration Authority (OMARA)

Reasons for decision

I have considered the documents within the scope of your request and applied deletions to documents as detailed in the Schedule of Documents. You should read the Schedule of Documents in conjunction with the deletions below. The relevant excerpt of the FOI Act is attached for your ease of reference.

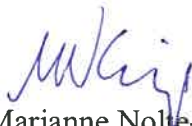
Deletion of exempt or irrelevant material under section 22 of the FOI Act

Section 22(2) of the FOI Act provides that, where an agency reaches the view that a document contains exempt information or material that is irrelevant to the request and it is possible for the agency to prepare an edited copy of the document with the irrelevant or exempt material deleted, then the agency must prepare such a copy.

This edited copy must be provided to the applicant. Further, the decision maker must advise the applicant in writing that the edited copy of the document has been prepared and of the reasons for each of the deletions in the document (subsection 22(3) of the FOI Act).

Exempt material is deleted pursuant to subparagraph 22(1)(a)(i) and irrelevant material is deleted pursuant to subparagraph 22(1)(a)(ii) of the FOI Act.

The attached Schedule of Documents identifies documents where material has either been deleted as exempt information under the FOI Act or deleted as irrelevant to the scope of the request.



Marianne Nolte-Crimp
FOI Case Officer
FOI & Privacy Policy Section
National Office
Department of Immigration and Border Protection

Telephone 02 6264 1757
Email foi@immi.gov.au

27 February 2014

Attachment

Relevant excerpt of the FOI Act

Relevant sections of the *Freedom of Information Act 1982*

FREEDOM OF INFORMATION ACT 1982 - SECT 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.*



Australian Government

Department of Immigration and Border Protection

SCHEDULE OF DOCUMENTS TO DECISION RECORD

FOI Request: FA 14/01/00956

File Number: ADF2014/3412

1. OMARA email trail dated 23 January 2014 – containing 3 folios

Folio	Description	Decision	Legislation
1-3	Subject: FW: Proposal to extend the Application period for the lodgement of PRP Application Irrelevant material comprises mobile telephone numbers of OMARA staff	Irrelevant in part	s.22(1)(a)(ii)

2. OMARA email trail dated 24 January 2014 – containing 2 folios

Folio	Description	Decision	Legislation
1-2	Subject: RE: Draft text: Extension of application period – Practice Read Program – Advice to CPD Providers Irrelevant material comprises mobile telephone numbers of OMARA staff	Irrelevant in part	s.22(1)(a)(ii)

people our business

6 Chan Street Belconnen ACT 2617

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Marianne NOLTE-CRIMP

From: Glenda HUTCH
Sent: Thursday, 23 January 2014 5:45 PM
To: Helen FISHER
Subject: FW: Proposal to extend the Application period for the lodgement of PRP Applications [DLM=For-Official-Use-Only]

For-Official-Use-Only
Hi Helen

Could you please draft the text for communication with the CPD providers tomorrow and then forward this to me for review?

Kind regards

Glenda Hutch
Director Registration and Professional Development
Office of the Migration Agents Registration Authority
Telephone: 02 9078 3509
Mobile: s. 22(1)(a)(ii)
Email: glenda.hutch@mara.gov.au

For-Official-Use-Only

From: Steve INGRAM
Sent: Thursday, 23 January 2014 5:38 PM
To: Glenda HUTCH
Cc: Marianne BREGOVIC; Helen FISHER
Subject: RE: Proposal to extend the Application period for the lodgement of PRP Applications [DLM=For-Official-Use-Only]

For-Official-Use-Only

Yes would like to see text

Steve Ingram
Regional Manager - East
Status Resolution Services
Department of Immigration and Citizenship
Sydney

Ph: 02 8666 5106
Mob s. 22(1)(a)(ii)

For-Official-Use-Only

From: Glenda HUTCH
Sent: Thursday, 23 January 2014 5:34 PM
To: Steve INGRAM

Cc: Marianne BREGOVIC; Helen FISHER

Subject: RE: Proposal to extend the Application period for the lodgement of PRP Applications [DLM=For-Official-Use-Only]

For-Official-Use-Only

Hi Steve

Thanks for this. We will draft the text to be sent out tomorrow. Do you want to see a draft text before it is sent?

Also given that we are not actually purchasing anything, or any services we do not need to run this past procurement.

Please let me know if you need any further information in regard to this matter.

Kind regards

Glenda Hutch

Director Registration and Professional Development
Office of the Migration Agents Registration Authority

Telephone: 02 9078 3509

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

Email: glenda.hutch@mara.gov.au

For-Official-Use-Only

From: Steve INGRAM

Sent: Thursday, 23 January 2014 5:13 PM

To: Glenda HUTCH

Cc: Marianne BREGOVIC; Helen FISHER

Subject: RE: Proposal to extend the Application period for the lodgement of PRP Applications [DLM=For-Official-Use-Only]

For-Official-Use-Only

Extension supported as long as the notification as outlined is carried out.

Do we need to run past Procurement to validate?

Steve Ingram

Regional Manager - East

Status Resolution Services

Department of Immigration and Citizenship
Sydney

Ph: 02 8666 5106

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

For-Official-Use-Only

From: Glenda HUTCH

Sent: Thursday, 23 January 2014 5:08 PM

To: Steve INGRAM

Cc: Marianne BREGOVIC; Helen FISHER

Subject: Proposal to extend the Application period for the lodgement of PRP Applications [DLM=For-Official-Use-Only]

For-Official-Use-Only

Hi Steve

You might recall during our initial discussions regarding Professional Development, I outlined that, at present, there is only one provider for the Practice Ready Program (PRP). The lack of alternative providers has impacted upon the availability and suitability of the program to meet the needs of all new agents.

On 14 October 2013, the Office of the MARA published a notice seeking applications for delivery of the PRP to commence delivery from 1 July 2014.

The closing date for applications is Friday 31 January 2014.

Since the commencement of the new year, the Registration and Professional Development Section has received 2 requests from significant CPD providers seeking an extension of the application period.

While there has been a considerable application period, our discussions with CPD providers indicates that they have only now turned their attention to this matter since the commencement of the new year. Given that a complete application will require substantial work, including many detailed elements, those providers who are interested in lodging an application are struggling with the current timeframe.

I would propose that we write to all providers, advising that the application period has been extended until Friday 28 February 2014.

It is my view that an extension of the application period would ensure that we attracted a larger number of applications increasing the likelihood that additional suitable providers could be approved. This would provide increased choice and availability for agents.

Please advise if you support this proposal.

If the proposal is supported, we will write to all current CPD providers advising of the extension of the application period.

Kind regards

Glenda Hutch
Director Registration and Professional Development
Office of the Migration Agents Registration Authority
Telephone: 02 9078 3509
Mobile: s. 22(1)(a)(ii)
Email: glenda.hutch@mara.gov.au

For-Official-Use-Only

Released by DIBP under the
Freedom of Information Act 1982

Marianne NOLTE-CRIMP

From: Glenda HUTCH
Sent: Friday, 24 January 2014 9:47 AM
To: Steve INGRAM
Cc: Helen FISHER; Dora CHIN-TAN
Subject: RE: Draft text: Extension of application period - Practice Read Program - Advice to CPD Providers [SEC=UNCLASSIFIED]

UNCLASSIFIED

Thanks Steve

We will go ahead and send out the notifications.

We will also work with the Business and Communications Section to put suitable messaging on the Website today.

Kind regards

Glenda Hutch
Director Registration and Professional Development
Office of the Migration Agents Registration Authority
Telephone: 02 9078 3509
Mobile: s. 22(1)(a)(ii)
Email: glenda.hutch@mara.gov.au

UNCLASSIFIED

From: Steve INGRAM
Sent: Friday, 24 January 2014 9:42 AM
To: Glenda HUTCH
Cc: Helen FISHER
Subject: RE: Draft text: Extension of application period - Practice Read Program - Advice to CPD Providers [SEC=UNCLASSIFIED]

UNCLASSIFIED

Looks good to me – no issues

STEVE INGRAM
CEO
OFFICE OF THE MIGRATION AGENTS REGISTRATION AUTHORITY
PH: (02) 9078 3505
MOB: s. 22(1)(a)(ii)

GPO Box Q1551, QVB, NSW 1230, AUSTRALIA

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Freedom of Information Act 1982

UNCLASSIFIED

From: Glenda HUTCH
Sent: Friday, 24 January 2014 9:26 AM
To: Steve INGRAM
Cc: Helen FISHER
Subject: Draft text: Extension of application period - Practice Read Program - Advice to CPD Providers
[SEC=UNCLASSIFIED]

UNCLASSIFIED

Dear Steve

Please see a draft text for the message to CPD providers, advising of the extension of the application period for the PRP. We are also drafting a message to go on the OMARA website.
If you are happy with the text below, this message will be sent to all providers today.

"Dear CPD Provider,

As you would be aware, CPD activity applications for the Practice Ready Program are due to be submitted to the Authority by Friday, 31 January 2014. Recognising that this time of year imposes some restriction on available resources for preparation of materials, the Authority has extended the closing date to **Friday, 28 February 2014**.

Completed applications can be emailed to cpd@mara.gov.au.

*Closing date for submissions is **Friday, 28 February 2014**. Please note, no further extensions of time will be provided.*

Please call the Professional Development section on 1300 226 272 if you have any questions about the application process or would like to discuss your proposal for a practice readiness program before making a submission."

I look forward to your feedback.

Kind regards

Glenda Hutch
Director Registration and Professional Development
Office of the Migration Agents Registration Authority
Telephone: 02 9078 3509
Mobile: S. 22(1)(a)(ii)
Email: glenda.hutch@mara.gov.au

UNCLASSIFIED

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