Dear Team

Please be advised that a new consent for minor child(ren) to migrate to Aus will not be required unless:
- there is an explicit expiry date on the consent provided by any parent or guardian; or
- we have any other information to suspect that the circumstances may have changed and the consent is no longer valid (ie allegation etc)

Please let me know if any concern.
Thank you

Hi All,
I support us taking the consent as still current, unless:

- there is an explicit expiry date on the consent provided by any parent or guardian
- we have any other information to suspect that the circumstances may have changed and the consent is no longer valid (ie allegation etc)

This should reduce the need to call and confirm consent.

Thank you,

Vice-Consul (Immigration and Border Protection) | Senior Migration Officer | Department of Home Affairs
Australian Consulate-General, Ho Chi Minh City
Ph: 22(1)(0)(9) | Email: 22(1)(0)(9).
www.facebook.com/AustralianEmbassyVietnam
Dear colleagues,

Further to our email of 21 May 2019 (please see attached below) we would like to provide some clarification based on the feedback received from the network.

1. We have identified an error in the instruction in regards to handling the subclass 100 visa applications after the subclass 309 visa is cancelled or refused by post - a big thank you to the posts for bringing this to our attention.

We would like to confirm that where the subclass 309 visa is refused, there is no requirement to send an NJ before refusing the subclass 100 visa. Below is the revised instruction (please disregard the previous instruction). We apologise for any inconveniences and concerns caused by this error.

**Finalising subclass 100 visa applications after 309 visa is cancelled or refused by post**

We would like to remind the overseas posts that they are required to finalise the subclass 100 visa application where applicants have failed to enter Australia and post decides to cancel the subclass 309 visa due to a relationship breakdown. The main reason being is that onshore processing officers have no oversight of the offshores cancellation process, so it would facilitate speedier finalisations of the subclass 100 visa if both the subclass 309 cancellation and the subclass 100 finalisation processes were managed by post in the one team/location.

The following process should be followed where the subclass 309 visa is cancelled:

- Cancel the applicant’s subclass 309 visa (it is open to the client to seek revocation of the 309 cancellation)
- Afford natural justice (NJ) to the client in respect of the refusal of the subclass 100 visa application on the basis client doesn’t hold a subclass 309 visa
- Once the NJ period has ended, refuse the subclass 100 visa application.
The overseas posts should also be finalising the subclass 100 visa application when they refuse the subclass 309 visa application. As you would be aware, when a combined Partner visa application (either subclass 309/100 or 820/801) is decided, this results in two finalisations for the purpose of funding. As such, two refusal decision events need to be created within the ICSE permission request for a combined Partner visa application.

2. We would also like to clarify that the instruction to cease requesting police checks of female sponsors of onshore Partner visa applicants is only applicable to assessments under regulation 1.20KC. Delegates are still required to request police checks of the female sponsors when assessing PIC 4016/4018 and regulation 1.20KB.

Kind Regards

Family Migration Program Management Section
Skilled and Family Visa Program Branch | Immigration and Visa Services Division
Immigration and Visa Services Group
Department of Home Affairs

For-Official-Use-Only

From: 22(1)(a)(ii)
Sent: Tuesday, 21 May 2019 12:57 PM
To: 22(1)(a)(ii)
Cc: 22(1)(a)(ii)

Subject: Message from FMPM to Partner visa processing network - May 2019 [DLM=For-Official-Use-Only]
Dear Partner Visa Delivery Managers

The purpose of this email is to share information with the onshore and offshore Partner visa processing network regarding a number of issues to improve processing efficiency. Please disseminate this information to your staff.

Penal checks for female sponsors

As you may be aware, regulation 1.20KC gives the Minister the discretion to request police checks from sponsors for Partner and Prospective marriage visa applications. Where the sponsor has a 'relevant offence' and a 'significant criminal record' the Minister must refuse to approve the sponsorship, unless the Minister considers it is reasonable to approve it. At the time the regulation 1.20KC was implemented, a decision was made to request the police checks of all sponsors as a matter of policy. However, in January 2018, AS Family and Citizenship Program Branch approved ceasing to ask female sponsors to provide police checks as a matter of policy for the offshore Partner visa network.

Reports received from the Sponsorship Assessment Unit indicate that the numbers of female sponsors for the subclass 820 visa who have a relevant offence and a significant criminal record are extremely low. On this basis, AS Skilled and Family Visa Program/AS Character & Cancellation have approved to extend streamlined penal checking arrangements for female sponsors to onshore Partner visa applications. As such, delegates can cease requesting police checks of female sponsors of onshore Partner visa applicants unless there are concerns regarding the sponsor's character.

Sponsorship approval/refusal notifications: regulation 1.20KC

In the context of Partner visas, the approval of a sponsor is a component of the decision under section 65 of the Act to grant or refuse to grant the visa itself. The Minister's approval of a sponsorship in these circumstances does not constitute a separate decision. Rather, these types of sponsorship approval decisions are subsumed within the assessment of visa subclass criteria in Schedule 2 to the Regulations. As such, no separate notification should be issued to the sponsor regarding the decision to approve or not to approve the sponsorship.

We propose the following process for 1.20KC assessment:

- the delegate requests police check from the sponsor as per guidance in the current Regulation 1.20KC PI (noting that female sponsors have been excluded from this requirement under policy)
- the delegate seeks comments from the sponsor where there is an adverse sponsor police check (significant criminal record in relation to relevant offences as specified in reg. 1.20KC)
- the delegate makes an assessment under regulation 1.20KC and enters the assessment notes and their finding in ICSE
- should the sponsorship be not approved the delegate engages in an associated natural justice (NJ) process with the visa applicant
- the delegate makes a decision on the visa application.

We are currently in a process of "switching off" the sponsorship approval/refusal templates in ECS.

Suspended sentence - Regulation 1.20KC/1.20KD
Recent legal advice has confirmed that a ‘suspended sentence’ amounts to a ‘sentence to a term of imprisonment’ for the purposes of the definition of a ‘significant criminal record’ in paragraph 1.20KD(1)(c) of the Regulations.

A ‘suspended sentence’ generally refers to a case where a convicted person is sentenced to a term of imprisonment and that sentence is then suspended, usually upon the person entering some kind of recognisance to observe certain conditions such as good behaviour. A ‘suspended sentence’ constitutes a sentence to a term of imprisonment for the purposes of the definition of a significant criminal record in regulation 1.20KD, whether or not the person has actually served any time in prison. It is the sentence that is critical, not the time (if any) served.

Therefore if the sponsor has been convicted of a ‘relevant offence(s)’ (as defined in 1.20KC(2)) and has a ‘significant criminal record’ (as defined in regulation 1.20KD) in relation to the ‘relevant offence(s)’, the Minister must refuse to approve the sponsorship of each applicant for the visa in accordance with sub-regulation 1.20KC(3) even if the sentence has been suspended, unless the Minister decides it is reasonable to approve the sponsorship in accordance with sub-regulation 1.20KC(4).

**Finalising subclass 100 visa applications after 309 visa is cancelled or refused by post**

We would like to remind the overseas posts that they are required to finalise the subclass 100 visa application where applicants have failed to enter Australia and post decides to cancel the subclass 309 visa due to a relationship breakdown. The main reason being is that onshore processing officers have no oversight of the offshore cancellation process, so it would facilitate speedier finalisations of the subclass 100 visa if both the subclass 309 cancellation and the subclass 100 finalisation processes were managed by post in the one team/location. Similarly, the overseas posts should be finalising the subclass 100 visa application when they refuse the subclass 309 visa application.

The following process should be followed where the subclass 309 visa is cancelled/refused:

- Cancel/refuse the applicant’s subclass 309 visa (it is open to the client to seek revocation of the 309 cancellation)
- Afford natural justice (NJI) to the client in respect of the refusal of the subclass 100 visa application on the basis client doesn’t hold a subclass 309 visa
- Once the NJ period has ended, refuse the subclass 100 visa application.

As you would be aware, when a combined Partner visa application (either subclass 309/100 or 820/801) is decided, this results in two finalisations for the purpose of funding. Adopting this practice will also ensure that Partner visa refusals (two finalisations for each combined application) are appropriately reported on and reflected in forecasts (and hence funding allocations within the division). As such, two refusal decision events need to be created within the ICSE permission request for a combined offshore Partner visa (subclass 309/100) application.

**Converting Partner PAMs into PI s**

The Partner team within the FMPM section have now completed the process of converting the existing Partner visa PAMs (s/c 300, 309, 100, 820, 801) into the new Procedural Instruction (PI) format in line with the PPCF framework requirements. The draft PIs have been disseminated to the processing network for consultation. We would appreciate your comments/feedback by COB Friday 31 May 2019.

**Revised AIPs**
We are in a process of revising the AIPLs based on your responses to our message last week regarding additional places that FMFM is now able to allocate to Partner visa program. The revised AIPLs stats will be distributed to the network as soon as they become available.

Thank you

Kind Regards

Family Migration Program Management Section
Skilled and Family Visa Program Branch | Immigration and Visa Services Division
Immigration and Visa Services Group
Department of Home Affairs

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Hi

I am sorry to bombard you with the emails in relation to this case — I am learning something new about the subclass 300 to 309 conversion every day. The latest information is attached below.

I have also attached the subclass 300 to 309 conversion chart, will upload the below information and the chart to govdex shortly.

In relation to case, I have sought legal advice and will let you know once we have received a response.

PAM 3 – TO300 states,

1.3 If the couple marry before a TO-300 visa is granted
If, after a TO-300 application is made but before it is decided, the couple change their plans and marry outside Australia, TO-300 time of decision criteria cannot be satisfied.

However, under regulation 2.08E (which covers most situations), once the couple has notified the department of their marriage (as would be required of them by s104 of the Act), and provided the marriage is valid for visa purposes (see PAM3: Act - Act defined terms - s5F - Spouse), the TO-300 applicant is taken to have also applied for a UF-309/BC-100 Partner visa.

In these cases, no additional first instalment VAC is payable; the amount paid for the first instalment VAC for the TO-300 visa is taken to be payment of the first instalment VAC for the BC-100 visa - see regulation 2.08E(3).

The applicant should be advised to withdraw, in writing, the TO-300 application or the visa will be refused (note: the applicant must still be informed of their review rights in this situation). Refusal of the TO-300 visa does not affect continued processing of the UF-309/BC-100 application.

For more information see PAM3: Div2.2/reg2.08E.
Based on the above information from the PAM, the TO-300 will need to be withdrawn or refused and the UF-309/BC100 commenced as a new application in ICSE.

The TO-300 must be withdrawn in writing by the applicant or will need to be refused, and a withdrawn or refused event recorded on the permission request. If the permission request is changed from a TO300 to UF/309/BC100, the permission request will be corrupted and you would not be able to continue processing, also the TO300 will not be finalised as states it should be in the PAM and the post will not be credited for the finalisation.

To process a UF-309 / BC-100 a new permission request will need to be created manually in ICSE.

Search for the applicant in ICSE, client details screen will be displayed
Click Client > New > Request
Enter Date of Application (based on the above information it would be the date the department received the TO-300 application
Enter Form 47SP
Select A Partner Combined (Full Fee) (UF309/BC 100)
Add Client > locate Sponsor and add to the application, repeat for any dependent applicants.
Click Request > Additional Information, under information type add File Ref No from TO-300 (This will direct the case officer to view the TRIM file or previous application to view the linked documents)
Enter a note on ICSE “clients applied for TO-300 and had advised they have married prior to finalisation of visa. TO-300 RID XXXXXXXX
Payment > Initial Payment (Request manager to override payment as no additional first instalment is payable.)
Commence assessment of visa application.

Kind Regards

Family Migration Program Management Section
Skilled and Family Visa Program Branch | Immigration and Visa Services Division
Immigration and Visa Services Group
Department of Home Affairs
P: 22(1)(a)(ii)
E: 22(1)(a)(ii)

For-Official-Use-Only

From: 22(1)(a)(ii)
Sent: Monday, 4 February 2019 2:58 PM
To: 22(1)(g)(i)

Subject: FW: AAT Decision for a secondary applicant - advice needed [DLM=For-Official-Use-Only]

For-Official-Use-Only

Please find attached below advice from 22(1) in relation to the VAC issue for applicants whose case was remitted by the AAT with direction that the application is also to be assessed as a sc309 or 820 visa application.

In relation to 22(1)(g)(i) application, can you please hold off from progressing any further as I think we need to seek legal advice on this case.

22(1) has forwarded legal opinion C30566, in accordance to which “regulation 2.08E(2B) only permits the AAT to make a direction that a primary applicant, but not a secondary applicant, is taken also to have applied for Subclass 309/100 visas”. In this specific case the AAT made a decision in relation to the secondary applicant, which seems to be contrary to advice C30566.

22(1) also mentioned that MoFU legislation regarding a one fails all fail criteria was bought in to prevent split decisions for applications like this from occurring. As the dependent applicant was refused, shouldn’t the TO300 visa also be refused for the primary applicant under reg 300.311?

I will let you know as soon I have received legal advice.

Thank you

Kind Regards

22(1)(g)(i)

Family Migration Program Management Section
Skilled and Family Visa Program Branch | Immigration and Visa Services Division
Immigration and Visa Services Group
Department of Home Affairs
22(1)(g)(i)
E: 22(1)(g)(i)

For-Official-Use-Only
Yes, they will need to pay any difference in cost between the sc300 visa and the 820 or 309 visa if the application is being assessed as a sc309 or 820 visa.

I guess otherwise it would be an easy way to get a permanent visa at a severely reduced price.

If it's the secondary applicant and the primary has already paid full price (or the difference) then it should be whatever the regular cost is for adding a dependent applicant to a sc820/309 application. Basically regardless of the visa they started on the cost should always equal that of the visa that the applicant is being granted/assessed against (plus whatever regular expenses would normally be incurred e.g. adding an applicant).

Yours sincerely

[K(iii)]

Branch Coordinator | Onshore Partner Migration
Skilled and Family Visa Program | Immigration and Visa Services Division
Department of Home Affairs

P: [K(ii)]
E: [K(ii)]
Hi

I'm sorry to hassle you again, but I was hoping you would be able to assist.

Do you happen to know if the subclass 300 applicant is required to pay the second VAC when their case is remitted by the AAT with direction that the application is to be taken to be an application for a Partner (Migrant) (Class BC) visa and a Partner (Provisional) (Class UF) visa?

In the case below it is only the secondary applicant who will need to be assessed against 309. The primary applicant has been granted the subclass 820.

Thank you in advance for your assistance.

Kind Regards

Family Migration Program Management Section
Skilled and Family Visa Program Branch | Immigration and Visa Services Division
Immigration and Visa Services Group
Department of Home Affairs

From: 22(1)(a)(ii)
Sent: Friday, 1 February 2019 3:25 PM
To: 22(1)(a)(ii)
Subject: RE: AAT Decision for a secondary applicant - advice needed [DLM=For-Official-Use-Only]

For-Official-Use-Only
Hi 22(1)(a)

Sorry for this.

In accordance with reg 2.08E where the AAT has remitted a 300 to a 309 and there is a dependant, then the dependant is required to pay the additional VAC (see attached email).

How should we manage this given the PA is also the Dependant and we need to assess them against each criteria? Should we ask them to pay the second vac, knowing that we will just refuse the application?

Regards,

22(1)(a)(i)
Vice Consul (Immigration and Border Protection)
Senior Migration Officer | Australian Consulate-General, Ho Chi Minh City
Ph: 22(1)(a)(n)
www.facebook.com/AustralianEmbassyVietnam

From: 22(1)(a)(i)
Sent: Thursday, 31 January 2019 8:28 AM
To: 22(1)(a)(i)
Subject: RE: AAT Decision for a secondary applicant - advice needed [DLM=For-Official-Use-Only]

For-Official-Use-Only

Hi 22(1)(a)

We are more than happy to review the draft decision record once it is ready.

It is our view that you don’t need to explain as to why you are assessing the application against both the primary and the secondary criteria. It would be sufficient to state that the AAT remitted the application for reconsideration with a direction that the application is to be taken to be an application for a Partner (Migrant) (Class BC) visa and a Partner (Provisional) (Class UF) visa and then proceed with your assessment.

Thank you
Kind Regards

Regards

Family Migration Program Management Section
Skilled and Family Visa Program Branch | Immigration and Visa Services Division
Immigration and Visa Services Group
Department of Home Affairs
P: 22(1)(a)(ii)
E: 22(1)(a)(ii)

For-Official-Use-Only

From: 22(1)(a)(a)
Sent: Wednesday, 30 January 2019 2:53 PM
To: 22(1)(a)(a)
Subject: RE: AAT Decision for a secondary applicant - advice needed [DLM=For-Official-Use-Only]

For-Official-Use-Only

Hi 22(1)(a)(a)

Thanks for the clarification.

I think this also assists with our systems query ie) the applicant can be considered against the primary and secondary criteria, as without having someone listed as the PA we could not create the permission request.

As we have never done this before (ie refused a SA on the Primary and Secondary criteria, we may need some assistance in reviewing the final decision record). I am assuming we refuse the PA on 309.211 and the secondary applicant on 309.311. Is this correct?

Also, should we be using any specific wording in the decision-record to explain why the secondary applicant is being assessed against the primary and secondary criteria? Or do we not need to comment on this?

Regards,

22(1)(a)(ii)
From: 22(1)(a)(ii)  
Sent: Wednesday, 30 January 2019 10:28 AM  
To: 22(1)(a)(ii)  
Subject: RE: AAT Decision for a secondary applicant - advice needed [DLM=For-Official-Use-Only]

For-Official-Use-Only

Hi 22(1)(a)

I do understand your concerns that there is no primary applicant for the subclass 309 visa in your case. However, as the AAT remitted § 47F(1) application for reconsideration with direction that the application is to be taken to be an application for a Partner (Migrant) (Class BC) visa and a Partner (Provisional) (Class UF) visa, the delegate must consider § 47F(1) application as directed by the AAT.

The applicant can be considered against the primary and the secondary criteria.

Thank you

Kind Regards
22(1)(a)

Family Migration Program Management Section
Skilled and Family Visa Program Branch | Immigration and Visa Services Division
Immigration and Visa Services Group
Department of Home Affairs
P: 22(1)(a)(ii)  
E: 22(1)(a)(ii)
From: 22(1)(o)(l)
Sent: Tuesday, 29 January 2019 6:30 PM
To: 22(1)(o)(l)
Subject: RE: AAT Decision for a secondary applicant - advice needed [DLM=For-Official-Use-Only]

For-Official-Use-Only

Hi 22(1)

I am hoping the below clarifies my query:

$s. 47F(1)$

This is the dependant of the main applicant $s. 47F(1)$ who has been granted a TO300 - OSF2016038478.

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.04.2017</td>
<td>Granted TO300 to the main applicant $s. 47F(1)$</td>
</tr>
<tr>
<td>12.04.2017</td>
<td>Refused TO300 to the dependant $s. 47F(1)$</td>
</tr>
<tr>
<td>07.09.2017</td>
<td>The primary applicants $s. 47F(1)$ lodged UK820 with the same SP as the TO300. The dependant was included in this UK820.</td>
</tr>
<tr>
<td>08.09.2017</td>
<td>The dependant was onshore at the time of application UK820 on FA600 (07.07.2017-03.12.2017). The dependant $s. 47F(1)$ was finalised as invalid, given she was not holding TO300 at the time of application.</td>
</tr>
<tr>
<td>31.05.2018</td>
<td>The main applicant $s. 47F(1)$ was granted UK820.</td>
</tr>
<tr>
<td>23.08.2018</td>
<td>AAT remitted with direction that the dependant to be assessed against Partner (UF309) visa, given the main PA was married.</td>
</tr>
</tbody>
</table>

Grateful if you could advise whether we can consider the PA for a subclass 309 as a dependant, when there is no primary applicant?

Regards,

22(1)(o)(l)

Vice-Consul (Immigration and Border Protection)
Senior Migration Officer | Australian Consulate-General, Ho Chi Minh City
Ph: 22(1)(o)(l)
www.facebook.com/AustralianEmbassyVietnam

From: 22(1)(a)(i)
Sent: Tuesday, 29 January 2019 1:23 PM
To: 22(1)(a)(ii)
Subject: RE: AAT Decision for a secondary applicant - advice needed [DLM=For-Official-Use-Only]

For-Official-Use-Only

Hi 22(1)(a)(i)

This is an odd one. We suggest you create a UF 309/ BC 100 application for the dependent applicant only and finalise (I assume it will be a refusal as she won't meet the criteria).

I need to leave now, but happy to discuss further tomorrow if you have any concerns with the suggested approach.

Thank you

Kind Regards

22(1)(a)(i)

Family Migration Program Management Section
Skilled and Family Visa Program Branch | Immigration and Visa Services Division
Immigration and Visa Services Group
Department of Home Affairs
22(1)(a)(ii)
E: 22(1)(a)(ii)

For-Official-Use-Only

From: 22(1)(a)(i)
Sent: Monday, 28 January 2019 9:02 PM
To: 22(1)(a)(i)
Cc: 22(1)(a)(ii)
Subject: FW: AAT Decision for a secondary applicant - advice needed [DLM=For-Official-Use-Only]
Hi 

I cannot recall whether I responded to you on this one.

Please see attached.

Regards,

---

From: 22(1)(a)(ii)
Sent: Thursday, 17 January 2019 9:03 AM
To: 22(1)(a)(ii)
Subject: RE: AAT Decision for a secondary applicant - advice needed [DLM=For-Official-Use-Only]

Dear 22(1)(a)

Thank you for your query.

I joined Family Program Management this week and my primary focus at this stage is the family program management mailbox.

Query from 22(1)(a) attached below doesn’t appear to have been answered. I note that the AAT record 22(1)(a) is referring to in her email appears to be missing. Would you be able to re-send the query with the AAT decision attached please?

I’ll endeavour to provide a response shortly after the AAT record has been received.
Thank you

Kind Regards

[Redacted]

Family Migration Program Management Section
Skilled and Family Visa Program Branch | Immigration and Visa Services Division
Immigration and Visa Services Group
Department of Home Affairs
P: [Redacted]
E: [Redacted]

For-Official-Use-Only

From: [Redacted]
Sent: Tuesday, 8 January 2019 8:54 PM
To: [Redacted]
Cc: [Redacted]
Subject: FW: AAT Decision for a secondary applicant - advice needed [DLM=For-Official-Use-Only]

For-Official-Use-Only

Dear Family Program Management

I refer to [Redacted] enquiry below, as I understand that she has not yet received a response. Grateful if you could review this request for clarification.

Regards,

[Redacted]

Vice-Consul (Immigration and Border Protection)
Senior Migration Officer | Australian Consulate-General, Ho Chi Minh City
Ph: [Redacted]
From: 22(1)(a)(ii)
Sent: Tuesday, 30 October 2018 1:44 PM
To: 22(1)(a)(0)
Subject: AAT Decision for a secondary applicant - advice needed [DLM=For-Official-Use-Only]

For-Official-Use-Only

Dear Family Programme Management

We have received the attached AAT decision regarding a dependant applicant § 47F(1)

§ 47F(1) did not satisfy clause 300.311 or 300.321 and her application was refused on 123 April 2017.

The primary applicant is the dependent applicant’s daughter, § 47F(1).

§ 47F(1) was granted a § 47F(1).

As the primary applicant was married by the time the case reached the AAT, the AAT’s decision is the direction for this application to be taken to be an application for a Partner (migrant) (Class BC) Visa and a Partner (Provisional) Class UF visa.

Please can you advise what we should do, as the main applicant has been granted a UK 820 and is onshore and the dependent applicant would not meet the requirements for a partner visa as a primary applicant. Do we still create a UF 309/ BC 100 application for the primary & dependent applicant? And how do we create a UF 309 when the primary applicant is onshore?

Thank you for very much for your assistance.

Kind regards

22(1)

(a)

22(1)(a)(ii)

Visa Processing Manager (Temporary Entry)
Australian Consulate-General, Ho Chi Minh City
Phone: 22(1)(0)(ii)
www.facebook.com/AustralianEmbassyVietnam

13
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Unsolicited commercial emails MUST NOT be sent to the originator of this email.
From: 22(1)(a)(ii)
Sent: Friday, 12 May 2017 2:05 PM
To: 22(1)(a)(ii)
Cc: 22(1)(a)(ii)
s. 42(1)

Subject: s. 42(1)

Kind regards

s. 42(1)
sc300 to 309 conversion guidance chart

Applicant lodges an application for s/c 300

At the time of lodgment of s/c 300, applicant is unmarried and intends to marry after the grant of visa:
- Application is processed against the provisions of s/c 300 and finalised.

At the time of lodgment of s/c 300, applicant is married in a local religious ceremony but marriage is not registered:
- Refer to Reg. 1.15A and ssF for recognition of foreign marriages.
- Posts to confirm.

At the time of lodgment of s/c 300, applicant is married and marriage is registered:
- Applicant is already married and so not eligible for s/c 300. Two options available:
  1. Refuse s/c 300 (post to add comments about review right if s/c 300 is not lodged)
  2. Advise applicant to apply for s/c 309.
  3. If VAC has increased on the date that s/c 309 is lodged, ask for additional VAC. Override price on ICSE to accept s/c 309 with additional VAC.
  4. If VAC has reduced on the date that s/c 309 is lodged, no refund is due. Price is overridden in ICSE to accept s/c 309 with nil VAC.

Reg 2.12F(3) - discretionary refund applies
- Applicant withdraws the application in writing.
- Applicant applies on form 1424 for consideration of discretionary refund under "mistake by the applicant".
- RD is the migration delegate.
- Applicant applies again for s/c 309 with payment of fresh VAC applicable at the time.

Reg 2.08E applies
- Applicant is unmarried at the time of lodgment of applicant but marries after s/c 300 is lodged but before it is decided.
  1. Applicant is taken to have applied for Partner class BC and UF visa on the day Dept received notice of marriage.
  2. Dept withdraws s/c 300 on ICSE (posts to confirm).
  3. Dept registers a s/c 309 on ICSE with a date of application to be date the Dept received notification of marriage.
  4. VAC for s/c 309 is taken to be VAC for BC and UF applications.
  5. Override price on ICSE to accept s/c 309 with nil VAC.
Dear Team

Please be advised that:

1. For AFP PC and foreign PCs, the name must match with the name shown on the passport. And PCs must include all names and alias the applicant has used or has been known by. This applies for both Vietnamese Citizens and foreigners.

2. For VNPC2, for Vietnamese citizens, the name must match with the name shown on the passport. For foreigners, it is acceptable in both ways, either the family name is put after or before given names, i.e. [Given names] [Family names] or [Family name] [Given names], as long as the PPT details (names, DoB, PPT number) match with the PPT provided in the application.

Happy to discuss if any concern.

Thank you

Thanks & Regards

Team Leader (Visa Section) | Australian Consulate-General, Ho Chi Minh City
Ph: 22(1)(a)(i)
www.facebook.com/AustralianEmbassyVietnam
Date: Thursday 09 January 2020

Time: 13:00 – 14:30

Welcome

AIPL update and Staff movement
- Given Visitor Team is under pressure of more than six thousand applications, starts to assist Visitor Team as of today.
- Whilst we are a bit ahead on offshore caseload, we are still behind on onshore and Child caseloads. Hopefully after Tet when triaged onshore cases wake up, we can catch up with the target.

Changes in Health Waiver process
- There are a few further steps for COs to undertake when an applicant provides additional medical information in response to our Health Waiver NJL. COs need to create a new assessment in HAP for MOC consideration. Failure to do this step may result in error in our decision.
- LEDs will not request for outstanding documents until advised by CMO that the case is likely to be granted.
- To save COs and LEDs time, COs are no longer required to save the applicant’s Health Waiver supporting documents in G drive.
- Immediately effective, please use the new Health Waiver Process saved at.
• Onshore Advice that Form 40SP is not legitimately required. Therefore, COs should not send a NJL without sending a request previously.
• For cases where COs are satisfied that the relationship is genuine and the sponsorship is explicitly stated somewhere in the application, then Form 40SP is not required.
• For cases where COs are not satisfied. SMO 22(1)[6] will advise later whether to refuse on non-genuine relationship or no sponsorship. Action – 22[1][6] gather clear info on non-gen or no sponsorship

**Case Note Generator (CNG)**

• Use of CNG for 309 cases is now mandatory. Not yet for 300 and 820.
• TL has shown the team how to open and use the CNG. Please refer to the CNG user guide at ADD2019/1616760 for details.
• COs select the appropriate tick box and relevant drop lists. COs can also put more notes in the Free text boxes.
• Please let TL know if any inquiry when using CNG.
Permanent Migration and Citizenship  
Meeting Agenda

Date: Friday 01 November 2019  
Time: 2pm

Welcome

**Staffing** -  
22(1)(a)(ii) last day on 11th December. 22(1)(a) and 22(1)(c)(i) are undertaking a graduated handover.

**Aipl update -**

This year HCMC will be delivering its biggest partner program to date!  
- 300/309 - 1,145 (we’ve already granted around 344)  
- 820 - 1080 (205 granted)  
- 133 Child

**Caseload update -**

- In order to deliver our onshore Aipl, we have received a mixed risk caseload.
- These cases have a 47E(d) attached which is streamlined, standard and complex.  
  Roughly the treatment will equate to the same as how we assess green, amber and red cases.

Leave

**Aipl update:**

- Reminder some cases already have 1.20KC assessed. No need to revisit unless there is good reason. Sponsorship Character Assessment - Approved  
- We will be receiving a mixed risk onshore caseload. Fortunately 47E(d) are attached.  
- Firstly, we will triage complex and standard so that a decision can be made with minimal touches.  
- We will then focus on streamlined cases for onshore. For this caseload, officers will be expected to assess 5 cases per day using the green assessment template. Where time has elapsed since EOR was added and you are satisfied that the couple are in a relationship based on EOR, take on face value that the relationship is ongoing with no need to request up to date EOR. If you are not satisfied on the evidence available at time of lodgement, request new EOR  
- Where LEDs have capacity, they will be assessing and deciding streamlined onshore cases.  
- Mass focus on child for two weeks, then reassess around December. Thanks 22(1)(a)(ii) for assessing these cases,  
- Change performance reporting and reduce exceptions reporting.

**1.20J preferred process**

Assess relationship first, send one request for EOR plus 1.20J. Finish your relationship assessment. Escalate to LED who will then decide which grounds are stronger (non-gen or 1.20J)

**1.20KC and expired PCs**

For 1.20KC, the PC does not need to be valid at time of decision. Consult LED about whether to request a new PC as if they have convictions for relevant and significant offences. LED may wish to request a new PC.
For 4016, 4018, 1.20KC and s.501 the PC should be valid at time of decision. Please refer to the following document:

ECS letter for sponsor's PC

It is noted that when requesting a PA's PC, ECS auto-populates some additional information for liaising alias', however for the sponsor's PC there is no additional text. It is better that this information be included in the ECS letter to increase likelihood of PC listing all aliases.

Therefore, please manually update the ECS request for sponsor's PC with the following information:

When entering your name on the National Police Check Application Form, ensure your legal name is entered as shown on your current passport. You must also include any previous names you have been known by, any aliases and/or anglicised names. List all names in the National Police Check Application Form, matching the order and format of the name in your passport. If the name on the police clearance certificate received by us is different from your passport or does not list any aliases you have been known by, you will be requested to obtain another police certificate.

Decision records - 22(1)(a)(ii) update
- Background is back in. Please list 'the relationship story' in the background.
- Must list all EOR in the DR, including relationship statements.
- To reduce the gap between recommending grant/refusal and LED finalization please update the hibernation date when referring to the LED. The hibernation date should be the date of referral.

Follow-up role

Coming soon.........................Better notes about why you are requesting PC and what stage you are up to.

Incorrect Answers and regulation 2.08E

If a client has made a mistake and has applied for a 300, even though they were married they cannot 'switch' subclasses. They must withdraw the 300 and apply for a 309. They may then request a refund of the VAC, however this is discretionary.

This is different to switching subclasses by virtue of reg 2.08E which states;

Reg 2.08E Certain applicants taken to have applied for Partner (Migrant) (Class BC) visas and Partner (Provisional) (Class UF) visas

(1) For subsection 46(2) of the Act, the Partner (Migrant) (Class BC) visa and the Partner (Provisional) (Class UF) visa are prescribed classes of visa.
(2) If:

(a) a person (the applicant) applies for a Prospective Marriage (Temporary) (Class TO) visa; and
(b) after the application is made, but before it is decided, the applicant marries the person who was specified as the applicant's prospective spouse in the application for that visa; and
(c) the marriage is recognised as valid for the purposes of the Act; then:
(d) the applicant is taken also to have applied for a Partner (Migrant) (Class BC) visa and a Partner (Provisional) (Class UF) visa on the day immigration receives notice of the marriage; and
(e) the applications are taken to be validly made.

(2A) Subregulation (2B) applies if:

(a) a person (the applicant) applies for a Prospective Marriage (Temporary) (Class TO) visa (the visa application); and
(b) the Minister refuses to grant the visa; and
(c) the applicant or the sponsor of the applicant makes an application for review of the Minister's decision to the Tribunal (the review application); and
(d) the review application is made in accordance with the Act; and
(e) in the period after the Minister's decision is made and before the review application is finally determined, the applicant marries the person who was specified, in the application for the visa, as the applicant's prospective spouse; and
(f) the applicant notifies the Tribunal of the marriage; and
(g) the marriage is recognised as valid for the purposes of the Act.

(2B) For paragraph 349(2)(c) of the Act, the Tribunal must remit the visa application to the Minister for reconsideration, with the direction that the application be taken also to be an application:

(a) for:
(i) a Partner (Migrant) (Class BC) visa; and
(ii) for a Partner (Provisional) (Class LE) visa; and
(b) that is made on the day that the visa application is remitted to the Minister.

(3) The amount paid by the applicant as the first instalment of the visa application charge for the Prospective Marriage (Temporary) (Class TO) visa application is taken to be payment of the first instalment of the visa application charge for the Partner (Migrant) (Class BC) visa application.

The following chart advises officers what to do when the applicant and sponsor marry during the processing of their application (ie 2.08E):

Child update – N/A

VCVTP next quarter
The following participants will commence VCVPT in July;

22(1)(a)(i) and 22(1) will also be joining us.

The remaining members of mobile and partner teams will commence the training in December.
Date: Wednesday 27th March 2019

Time: 2pm – Uluru room

Welcome

EIO - Overview of the role and how it is envisaged officers will interact with the EIO – provided an overview of how he expected the Integrity Frame can be integrated and assisted the Migration Team in dealing with fraud/suspected fraud.
- PMOI also proposed how matters to be escalated to the EIO and recorded (via the use of excel spreadsheet for now) for Integrity use purposes.
- PMOI confirmed that the drafted integrity work flowchart and proposed procedures were not yet finalized and shall be reviewed/adjusted after a trial period.

AIPL update –
- No confirmation on the final AIPLs at this stage
- We might receive a small amount of additional AIPLs places from the Phnom Penh 820 caseload.

Feedback from PDAs –
- Thanks everyone for your participation in the End Cycle PDAs discussion
- The management team really appreciate your feedback and comments, which we are working together to address and implement – more updates on this in due course.

Reminder re dependency distinctions – Confirm understanding
- Please refer to SMO detailed explanation and instruction on how to address the distinctions in dependency assessment for the 820 dependent applicants who were not previous holder of 300 visa, 820 dependent applicants were previous holder of 300 visa, and 300/309 dependent applicants.
- It is important that you consult with Team Leaders/LEDs/SMOs whenever you are unsure about how to move forward with the assessment of dependency.

Decision records – update
QA process identified some room for improvement in preparing Refusal Decision Records as follows:
- Please make sure that you acknowledge and give weight (even if no weighs are given) all provided information/EOR provided by the client/Agent in the Decision Record.
- We also need to balance between including all details of provided information/EOR and the efficiency of our work. As such, you can use a general approach in capturing the provided information/EOR by grouping them together and presenting them in a “range” type of wording. For example: You have provided numerous records of your contact with the sponsor between 2016 and 2018. I acknowledge that this information support that you and your sponsor have maintained contact during separation periods. I gave this evidence some positive weigh in my consideration.

Feedback from LEDs
Thanks for your feedback on our current standard operation procedures (SOP). The key points and reminders to all COs are as follows:
- English translations of relationship statements are a mandatory requirement and very important to the LED’s review of the relationship (for both grant & refusal cases). Grateful if everyone can make sure that the English translations of relationship statements are already on files or requested.
- Always refer to the approved templates and wordings when preparing the Decision Records. The LEDs shall provide support all COs in the wordings for any particular reason for refusal that deviates from the templates. The LED appreciate that the COs would only need to list the information/EOR/documents and a short explanation of why they are one of the reason for refusal in the Decision Record and the LED can help you put together the paragraph.
- The LEDs would like to request COs to provide a summary/observation/assessment of the nature of provided Chat log records/Text messages in Vietnamese. The length and depth of CO's assessment of the evidence of contact shall depend on the Risk Tiering of the case. For example:
  - If you have identified that the case is green, a quick flick through of the provided evidence of contact and a short comment if you are satisfied that there are no concerns and the nature of the exchanged messages is commensurate with the genuine relationship.
  - If you have identified that the case is standard/red, a more thorough assessment of the provided evidence of contact, including if you have identified any concern regarding the nature of the exchanged messages, what the majority of exchanged messages were about (daily activities, emotional support, work/family matters, planning of upcoming trips, joint travels...). Be vigilant for any strange questions/discussions that might suggest the relationship is contrived.

- The LEDs shall work closely with SMO and TLs to develop an interview workshop so that the team can review and contribute to the refinement of our interview template. More update on this later.

Child update
- Child AIPLs is on track
- Lise are reviewing the Assessment template and will keep every updated
- SMO will discuss about allocation of new Child cases

Observations on VCVTP so far

Thanks for your sharing about the VCVTP Training, which everyone is looking forward to undertake.

New SOP for Health Waiver
- In order to ensure efficiency, recording keeping and that all health waiver cases can be actioned as soon as possible, an excel spreadsheet has been created to take note of any action taken on a health waiver case. PMO, LEDs and COs shall all be using this spreadsheet. Grateful if everyone can make sure that we always put in in a note in this spreadsheet after taking action on the case.
Permanent Migration and Citizenship
Meeting Agenda

Date: Wednesday 27th March 2019
Time: 2pm – Uluru room

Welcome

EIO - Overview of the role and how it is envisaged officers will interact with the EIO – [22(1)]
- PMOI 22(1) provided an overview of how he expected the Embedded Integrity Officer role to work.
- PMOI also proposed how matters to be escalated to the EIO and recorded (via the use of excel spreadsheet for now) for Integrity use purposes.
- PMOI confirmed that the drafted integrity work flowchart and proposed procedures were not yet finalized and shall be reviewed/adjusted after a trial period.

AIPL update – [22(1)(a)(ii)]
- No confirmation on the final AIPLs at this stage
- We might receive a small amount of additional AIPLs from the Phnom Penh 820 caseload.

Feedback from PDAs – [22(1)]
- Thanks everyone for your participation in the End Cycle PDAs discussion
- The management team really appreciate your feedback and comments, which we are working together to address and implement – more updates on this in due course.
- Some identified that they would like to refine their skills during this process. Officers should feel free to approach their colleagues for advice – if this takes time advise Tam.

Reminder on dependency distinctions – Confirm understanding
- Please refer to SMO 22(1)(a)(ii) explanation and instruction on how to address the distinctions in dependency assessment for the 820 dependent applicants who were not previous holder of 300 visa, 820 dependent applicants who were previous holder of 300 visa, and 300/309 dependent applicants.
- It is important that you consult with Team Leaders/LEDs/SMOs whenever you are unsure about how to move forward with the assessment of dependency.

Decision records – [22(1)(h)(i)] update
QA process identified some room for improvement in preparing Refusal Decision Records as follows:
- Please make sure that you acknowledge and give weight (even if no weigh is given) to all information/EOR provided by the client/Agent in the Decision Record.
- In reviewing decision records, I have found some officers were only including minimal information about the interview, when the interview itself was quite detailed and gave great insight into the refusal. Where an interview forms a basis for refusal, you should detail inconsistencies in the DR.
- We also need to balance between including all details of provided information/EOR and the efficiency of our work. As such, you can use a general approach in capturing the provided information/EOR by grouping them together and presenting them in a "range" type of wording. For example: You have provided numerous records of your contact with the sponsor between 2016 and 2018. I acknowledge that this information support that you and your sponsor have maintained contact during separation periods. I gave this evidence some positive weigh in my consideration.

Feedback from LEDs
Thank you [22(1)(a)(ii)] for your feedback on our current standard operation procedures (SOP). The key points and reminders to all COs are as follows:
- English translations of relationship statements are a mandatory requirement and very important to the LED's review of the relationship (for both grant & refusal cases). Grateful if everyone can make sure that the English translations of relationship statements are already on files or requested.
- Always refer to the approved templates and wordings when preparing the Decision Records. If specific evidence does not fit within the template, or you are unsure how to frame your argument, just list the evidence and highlight – the LED will then ascertain where to put the information and how to phrase it.
- The LEDs would like to request COs to provide a summary/observation/assessment of the nature of provided Chat log records/Text messages in Vietnamese. The length and depth of CO’s assessment of the evidence of contact shall depend on the urgency of the case. For example:
  - If you have identified that the case is green, a quick flick through of the provided evidence of contact and a short comment if you are satisfied that there are no concerns and the nature of the exchanged messages is commensurate with the genuine relationship.
  - If you have identified that the case is standard/red, a more thorough assessment of the provided evidence of contact, including if you have identified any concern regarding the nature of the exchanged messages, what the majority of exchanged messages were about (daily activities, emotional support, work/family matters, planning of upcoming trips, joint travels...). Be vigilant for any strange questions/discussions that might suggest the relationship is contrived.

- The LEDs shall work closely with SMO and TLs to develop an interview workshop so that the team can review and contribute to the refinement of our interview template. More update on this later.

**Child update**
- Child AIPLs is on track
- 22(1) are reviewing the Assessment template and will keep everyone updated
- SMO 22(1)(a)(i) and 22(1) will discuss about allocation of new Child cases

**Observations on VCVTP so far**

Thanks 22(1)(a)(i) for your sharing about the VCVTP Training, which everyone is looking forward to undertake.

**New spreadsheet for health cases**
- In order to ensure accurate recording keeping and timely processing, all health waiver cases are to be entered into an excel spreadsheet. Moving forward if you have a new health case you must enter it in the spreadsheet. If you are auctioning a waiver case, you need to take note of any action taken in the spreadsheet.
Permanent Migration and Citizenship
Meeting Agenda

Date: Friday 01 November 2019
Time: 2pm

Welcome

Staffing –
Last day on 11th December. 22(1)(a) and 22(1)(a) are undertaking a graduated handover.

AIPL update –
This year HCMC will be delivering its biggest partner program to date!
- 300/309 - 1,145 (we’ve already granted around 344)
- 820 - 1080 (205 granted)
- 133 Child

➢ Mass focus on child for two weeks, then reassess around December. Thanks 22(1)(a) and 22(1)(a) for assessing these cases.

Onshore Caseload update –
➢ In order to deliver our onshore AIPL we have received a mixed risk caseload of different nationalities.

➢ These cases already have a risk-tier label attached which is streamlined, standard and complex. Roughly the treatment will equate to the same as how we assess green, amber and red cases and we will use the same assessment template as we currently do (Part one for streamlined, part one and two for standard / high. It may be that we can change our approach once we gain more experience.

➢ In order to efficiently feed the onshore pipeline:

   a. Firstly, we will triage complex and standard so that cases will be decision-ready when the CO comes to assess the case.

   b. We will then focus on streamlined cases. For this caseload, officers will be expected to assess 5 cases per day using the green assessment template. Where time has elapsed since EOR was submitted however you are satisfied that the couple are in a relationship based on EOR provided, take on face value that the relationship is ongoing with no need to request up to date EOR. If you are not satisfied on the evidence available at time of lodgement, request new EOR or obviously, if the relationship has broken down follow the flow chart.

➢ Where LEDs have capacity, they will be assessing and deciding streamlined onshore cases.

➢ Reminder some cases already have 1.20KC assessed. Sponsorship Character Assessment - Approved No need to revisit unless there is good reason. If there is a minor visa applicant however we will need to assess 4016 and 1.20KB.

Change performance reporting and reduce exceptions reporting –
➢ Currently officers manually report to 22(1)(a) on non-processing time (ie PDAs, team meetings etc) and the time is deducted from an officer’s working hours when performance statistics are provided.

➢ As officers are assessed against both the target and average and all officers attend meetings and PDAs, there is no reason to deduct this time at an individual level as officers will all be affected equally.
➤ You no longer need to record the number of interviews, refusals each week as your refusal rate will be worked out per quarter by the LEDs and you will be provided with the data quarterly.

➤ Hopefully this will give officers more time to process cases 😊

**Straight forward refusals where no sponsor etc-**

➤ After the meeting I decided that we should just refuse by hibernation date, unless an exception is requested by the SMO or the LED.

**IRIS cases**

➤ COs who assess IRIS cases should set a reminder to follow up on their onhand cases when due dates pass. They can use the calendar in Outlook Express, for instance.
Permanent Migration and Citizenship
Meeting Agenda

Date: Wednesday 26th September
Time: 2pm – Uluru room

Welcome

Staffing and upcoming leave –

- Welcome 22(1)
- Thanks for your flexibility mobile team
- Christmas leave and Tet Leave approved (yay!)
- 22(1)(b) leave from 27th September– 12th October 22(1) will process citz lodged until 5th October.
  22(1)(b)(i) will manage partner issues. Please escalate to 22(1)(a)(ii) as this is a 2.5 week period and
  we do not want partner cases pending decision from SMU for a week.
- For child, unless urgent can you please wait until I return.

AIPLs and Grants

Offshore AIPL – 1390, we have granted 306 which is good considering, however this puts us behind our pro-
rata target. We do have about 170 awaiting LED grant and so that will assist.

Onshore AIPL – 800, we have granted 278 so we are ahead, however we only have until Feb to achieve these
places.

Child AIPL – 130 and we have granted 29 to date. We are slightly behind.

Other Issues

1.20KC
Proposal to change of process. If relationship is non-gen, refuse on these grounds first?

Child custody update

- 22(1)(a) to provide update

Child caseload
Update from 22(1) re training.

Any feedback the team has to offer.