



**Australian
BORDER FORCE**

Submission

For decision

PDMS Ref. Number: MS24-001490

Date of Clearance: 03/09/2024

To Minister for Home Affairs, Minister for Immigration and Multicultural Affairs, Minister for Cyber Security

Subject ABF Commissioner International Travel to the United States

Timing For consideration by 13 September 2024 as agreed by Senior Adviser s. 22(1)(a)(ii), to enliven the instrument of acting during the ABF Commissioner's period of absences.

Recommendations

That you:

1. **note** the upcoming travel by Australian Border Force (ABF) Commissioner, Michael Outram APM to San Diego, California, United States between 15 September 2024 and 22 September 2024; noted / please discuss
2. **note** the travel by ABF Commissioner, Michael Outram APM is to attend the Border Five (B5) and Joint B5/Migration Five (M5) Plenaries scheduled between 17 September 2024 and 19 September 2024; noted / please discuss
3. **approve** the ABF Commissioner's annual leave between s. 47F(1) approved / please discuss
4. **note** that Deputy Commissioner Tim Fitzgerald, will act as the ABF Commissioner between 15 September 2024 and 22 September 2024, and between 30 October 2024 and 9 November 2024; and noted / please discuss
5. **note** the ABF Commissioner's term ends on 9 November 2024. noted / please discuss

Minister for Home Affairs, Minister for Immigration and Multicultural Affairs, Minister for Cyber Security

Signature.....

Date:...../...../ 2024

Released by Department of Home Affairs
under the Freedom of Information Act 1982

Minister's Comments

Key Issues

1. Australian Border Force (ABF) Commissioner, Michael Outram APM, will undertake travel to San Diego, California and Honolulu, Hawaii, United States to attend a number of critical international forums, including (in chronological order):
 - Monday, 16 September 2024 – Team huddle in advance of Plenaries;
 - B5 Plenary on Tuesday 17 September 2024;
 - Joint B5/Migration Five (M5) Plenary on Wednesday 18 September 2024;
 - B5 Site Visit on Thursday 19 September 2024; and
 - Friday, 20 September 2024 – US Coast Guard meeting.
2. ABF Counsellor from Washington will accompany and support Commissioner Outram throughout these engagements in San Diego and Honolulu.
3. The International Travel Request (ITR) as at **Attachment A** references respective travel itinerary and costs associated with Commissioner Outram's travel to the U.S.
4. The ABF Commissioner will be taking a period of annual leave commencing on **S. 47F(1)**
5. A recruitment process is underway to select the next ABF Commissioner, with the process likely to be finalised in mid-October. In the event that an appointment has not commenced prior to the ABF Commissioner commencing leave and/or concluding his tenure, then acting arrangements are in place until the new Commissioner commences and has been sworn-in.
6. Deputy Commissioner Tim Fitzgerald will act as the ABF Commissioner from 15 to 22 September 2024, and **S. 47F(1)**, at which time a substantive ABF Commissioner will commence and be sworn-in, or you agree alternative arrangements.
7. The Australian Border Force (Acting Australian Border Force Commissioner) Appointment (ADMIN 24/035) 2024 (current instrument) at **Attachment B** relevantly provides for Deputy Commissioner Fitzgerald to be the acting ABF Commissioner in the circumstances where both ABF Commissioner Michael Outram and Deputy Commissioner Kaylene Dale are absent from duty or from Australia or for any reason, unable to perform the functions of the office.

- Deputy Commissioner Kaylene Dale is unable to perform the functions of the office of the ABF Commissioner as she is on leave and will be leaving the ABF on her return.
8. The current instrument relies on the authority under paragraph 14(1) (b) of the *Australian Border Force Act 2015*, which envisages the circumstance whereby the Office of the ABF Commissioner is not vacant.
 9. With ABF Commissioner Michael Outram's tenure concluding on 9 November 2024, the current instrument can only be relied upon to permit Deputy Commissioner Tim Fitzgerald to be the acting ABF Commissioner until the end of that date.
 10. To enable Deputy Commissioner Tim Fitzgerald to be appointed as the acting ABF Commissioner after 9 November 2024, and in the circumstances where the Office of the ABF Commissioner is vacant, a new instrument of appointment is required. A submission containing the new instrument and dealing with appointment of the new ABF Commissioner will be separately provided to you.

Background

11. The United States Customs and Border Protection (US CBP), as the current B5 Chair, will host the B5 and Joint B5/M5 Plenaries on 17-19 September 2024. The meeting will take place at the U.S. Citizenship and Immigration Services (USCIS) Field Office, in San Diego, California. This will be Commissioner Outram's final official B5 engagement in his Capacity as the ABF Commissioner. During this B5 Plenary, Australia will take over as the B5 Chair, a position Australia will uphold until November 2025.

Consultation – internal/external

12. ABF International Branch, ABF Posts (Brussels and Washington), Home Affairs Europe and Americas, and FAS International have all been consulted and endorsed this travel.
13. SES Unit and Legal Group have reviewed the submission.

Consultation – Secretary / Associate Secretary Immigration / ABF Commissioner

14. The Secretary was not consulted on this submission.
15. The Associate Secretary was not consulted on this submission.
16. The ABF Commissioner was consulted on this submission.

Client service implications

17. Appropriate acting arrangements will be in place.

Risks and Sensitivities

18. Appropriate acting arrangements will be in place.

Financial/systems/legal/deregulation/media implications

19. N/A.

Attachments

Attachment A International Travel Request

Attachment B Australian Border Force (Acting Australian Border Force Commissioner)
Appointment (ADMIN 24/035) 2024

Authorising Officer
Cleared by: David Coyles Chief of Staff to ABF Commissioner Date: 03 September 2024 Mob: S. 22(1)(a)(ii)

Contact Officer (minimum SES Band 1) David Coyles, ABF Chief of Staff, Mob: S. 22(1)(a)(ii)

CC

- Secretary
- ABF Commissioner
- Associate Secretary Immigration
- DC National Operations
- DC Regional Operations
- A/g DC Strategy and Capability
- DS Cyber and Infrastructure Security
- DS Chief Operating Officer
- DS National Security and Resilience
- DS Executive
- Group Manager Legal
- FAS Executive Coordination

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CLASSIFICATION: OFFICIAL

National Operations Coversheet

SUBJECT

EC24 – 004232 ITR ABF Commissioner travel to the United States - September 2024

ACTION REQUIRED

☐ FYI ☒ Signature ☐ Clearance ☐ Advice ☐ Other:

DUE DATE

31 August 2024

SEND ON TO

☐ Commissioner ☐ Secretary ☐ COO ☒ DC ☐ Other:

Reason if urgent:

SHAREPOINT NUMBER

PDMS/TRIM REFERENCE

EC24-004232

COMMAND

☐ Customs Compliance, Enforcement and Targeting
☐ Tobacco and E-Cigarettes
☐ Maritime Border Command & OSB
☒ Operational Coordination and Planning

DOCUMENT TYPE

☐ Minute
☒ ITR
☐ Meeting Brief
☐ Other:

OUTLINE

ITR for Commissioners travel to the United States (San Diego and Honolulu) for the B5 Heads and Joint B5/Migration Five (M5) Plenaries.

COMMENTS

CLEARANCE

	PRINT NAME	SIGNATURE	DATE
A/g Commander	Kari Ellis	s. 22(1)(a)(ii)	01 August 2024
Assistant Commissioner	Sharon Huey		01 August 2024
Deputy Commissioner	Kaylene Dale		02 August 2024

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Wednesday 31 July 2024 09:55 - Sydney, NSW

Itinerary for
OUTRAM/MICHAEL MR

Booking Number: B917266
PNR Reference: 5NUTEV
Consultant: s. 47F(1)
Booked By: s. 22(1)(a)(ii)
Departure Date: 15 Sep 24
Debtor: Department of Home Affairs
Department: HA (L2)
Cost Centre: s. 22(1)(a)(ii)
Return Date: 22 Sep 24
AGS Number: s. 22(1)(a)(ii)
Cost Centre: 12878
Division: INTERNATIONAL OPERATIONS AND COORDINATION
Phone Bkg Justification: INTERNATIONAL QUOTE
Region Group: OPERATIONAL COORDINATION AND PLANNING

Contact Details and Amendments

Online Changes - Travellers are encouraged to process booking amendments via Cytric (Online Booking Tool) wherever possible.
Changes with a Consultant - To make a non-urgent booking amendment through a CTM consultant, email the relevant team below. Please include the booking reference number and specific details about the requested change to the booking. To make an urgent booking amendment through a CTM consultant, call s. 47F(1) s. 47F(1)@travelctm.com, s. 47F(1) travelctm.com, s. 47F(1)@travelctm.com, s. 47F(1)@travelctm.com
Please note, amendments facilitated by a CTM consultant may incur a CTM Service Fee. For a copy of the CTM Fee Schedule, please contact your entity's Travel Team.

Date	Service	Details		
Sunday 15 Sep 24	Flight	Airline:	QANTAS AIRWAYS	Flight QF0806
		Departure Date:	Sun 15 Sep 24 at 17:40	CANBERRA, AUSTRALIA
		Arrival Date:	Sun 15 Sep 24 at 18:35	SYDNEY, AUSTRALIA
		Aircraft:	Boeing 737-800 (winglets)	
		Class:	I - Business Class	
		Stops:	Non-Stop	
		Airline Reference:	5NUTEV	
		Status:	Confirmed	
		Baggage:	2 pieces	
		Details:	CANBERRA, AUSTRALIA (TERMINAL -) SYDNEY, AUSTRALIA (TERMINAL - 3), Dept Time 15-09-2024 17:40, Arrival Time 15-09-2024 18:35 - Travelling time: 0 hr 55 mins - Meal Service: Hot meal	
Sunday 15 Sep 24	Flight	Airline:	HAWAIIAN AIRLINES	Flight HA0452
		Departure Date:	Sun 15 Sep 24 at 21:40	SYDNEY, AUSTRALIA
		Arrival Date:	Sun 15 Sep 24 at 11:30	HONOLULU, HI
		Aircraft:	Airbus A330-200	
		Class:	J - Business	
		Stops:	Non-Stop	
		Airline Reference:	5NUTEV	
		Status:	Confirmed	
		Baggage:	2 pieces	
		Details:	SYDNEY, AUSTRALIA (TERMINAL - 1) HONOLULU, HI (TERMINAL - 2), Dept Time 15-09-2024 21:40, Arrival Time 15-09-2024 11:30 - Travelling time: 9 hrs 50 mins - Meal Service: MM	

Wednesday 31 July 2024 09:55 - Sydney, NSW

Sunday 15 Sep 24	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details:	HAWAIIAN AIRLINES Sun 15 Sep 24 at 13:05 Sun 15 Sep 24 at 21:30 Airbus A330-200 J - Business Non-Stop 5NUTEV Confirmed 2 pieces HONOLULU, HI (TERMINAL - 1) SAN DIEGO, CA (TERMINAL - 2), Dept Time 15-09-2024 13:05, Arrival Time 15-09-2024 21:30 - Travelling time: 5 hrs 25 mins - Meal Service: Meal	Flight HA0016 HONOLULU, HI SAN DIEGO, CA
Thursday 19 Sep 24	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details:	ALASKA AIRLINES Thu 19 Sep 24 at 16:59 Thu 19 Sep 24 at 20:07 7M9 I - Business Class Non-Stop CFKYWG Confirmed 2 pieces SAN DIEGO, CA (TERMINAL - 2) HONOLULU, HI (TERMINAL - 2), Dept Time 19-09-2024 16:59, Arrival Time 19-09-2024 20:07 - Travelling time: 6 hrs 8 mins - Meal Service: Dinner	Flight AS0897 SAN DIEGO, CA HONOLULU, HI
Thursday 19 Sep 24	Hotel	Hotel Name: Check-In Date: Check-Out Date: Hotel Address: Room Type: Rooms: Booking Reference: Status: Payment Method: Local Rate: Rate: Duration:	MOANA SURFRIDER A WESTIN Thu 19 Sep 24 Sat 21 Sep 24 2365 KALAKAUA AVENUE HONOLULU HI, 96815, United States P-18089223111 F-18082372501 YXX 1 80563912 Confirmed Traveller to Pay Direct USD305.10 Per Night AUD466.55 Per Night 2 (Nights)	
Saturday 21 Sep 24	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details:	QANTAS AIRWAYS Sat 21 Sep 24 at 12:05 Sun 22 Sep 24 at 18:30 BOEING 787-900 C - Business Non-Stop 5NUTEV Confirmed 2 pieces HONOLULU, HI (TERMINAL - 2) SYDNEY, AUSTRALIA (TERMINAL - 1), Dept Time 21-09-2024 12:05, Arrival Time 22-09-2024 18:30 - Travelling time: 10 hrs 25 mins - Meal Service: HR	Flight QF0104 HONOLULU, HI SYDNEY, AUSTRALIA

Wednesday 31 July 2024 09:55 - Sydney, NSW

Sunday 22 Sep 24	Flight	Airline:	QANTAS AIRWAYS	Flight QF1459
		Departure Date:	Sun 22 Sep 24 at 21:10	SYDNEY, AUSTRALIA
		Arrival Date:	Sun 22 Sep 24 at 22:05	CANBERRA, AUSTRALIA
		Aircraft:	De Havilland Canada DHC-8-400 Dash 8Q	
		Class:	Q - Economy Class	
		Stops:	Non-Stop	
		Airline Reference:	5NUTEV	
		Status:	Confirmed	
		Baggage:	2 pieces	
		Details:	SYDNEY, AUSTRALIA (TERMINAL - 3) CANBERRA, AUSTRALIA (TERMINAL -), Dept Time 22-09-2024 21:10, Arrival Time 22-09-2024 22:05 - Travelling time: 0 hr 55 mins - Meal Service: Refreshment	

Ticket Numbers

TKT HA 5814240557 - OUTRAM/MICHAEL MR - ADULT - CBR-SYD-HNL-SAN
TKT QF 5814240556 - OUTRAM/MICHAEL MR - ADULT - HNL-SYD-CBR
TKT AS 5814240555 - OUTRAM/MICHAEL MR - ADULT - SAN-HNL

Pre Pay	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Service Fee	Quote Fee	25.00	0.00	2.50	27.50
Service Fee	International-Standard	180.00	0.00	0.00	180.00
Service Fee	WoAG Admin Int	3.00	0.00	0.30	3.30
Ticket	HA - I - Economy 5814240557 - 31 Jul 24 - ADULT 15 Sep 24 CANBERRA- SYDNEY- HONOLULU- SAN DIEGO	8562.00	224.71	0.00	8786.71
Ticket	QF - C - Business 5814240556 - 31 Jul 24 - ADULT 21 Sep 24 HONOLULU- SYDNEY- CANBERRA	7068.00	208.90	0.00	7276.90
Ticket	AS - I - Business Class 5814240555 - 31 Jul 24 - ADULT 19 Sep 24 SAN DIEGO- HONOLULU	1301.00	40.60	0.00	1341.60
Due		17139.00	474.21	2.80	17616.01

Pay Direct	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Hotel	MOANA SURFRIDER A WESTIN - 80563912 HONOLULU Date: 19 Sep 24/21 Sep 24	933.10	0.00	0.00	933.10
Total Booking Cost Inc Pay Direct				2.80	18549.11

Final Ticket Date: 19 Jul 24

E-TICKETS

Wednesday 31 July 2024 09:55 - Sydney, NSW

E-TICKETS

E-TICKET HA

ELECTRONIC TICKET RECORD

INV : I.0001645923 PNR: 5NUTEV
TKT: 1735814240557 ISSUED : 31JUL24 IATA : 02362323
NAME: OUTRAM/MICHAEL MR FF :
CPN A/L FLT CLS DATE FROMTO TIME ST F/BASIS STAT
1 QF 0806 I 15SEP CBRSYD 17:40 OK JCFA00JA OPEN
2 HA 0452 J 15SEP SYDHNL 21:40 OK JCFA00JA OPEN
3 HA 0016 J 15SEP HNLSAN 13:05 OK JCFA00JA OPEN

Endorsements:

E-TICKET QF

ELECTRONIC TICKET RECORD

INV : I.0001645923 PNR: 5NUTEV
TKT: 815814240556 ISSUED : 31JUL24 IATA : 02362323
NAME: OUTRAM/MICHAEL MR FF :
CPN A/L FLT CLS DATE FROMTO TIME ST F/BASIS STAT
1 QF 0104 C 21SEP HNLSYD 12:05 OK CLE0U OPEN
2 QF 1459 Q 22SEP SYDCBR 21:10 OK QIQW OPEN

Endorsements:

E-TICKET AS

ELECTRONIC TICKET RECORD

INV : I.0001645923 PNR: 5NUTEV
TKT: 275814240555 ISSUED : 31JUL24 IATA : 02362323
NAME: OUTRAM/MICHAEL MR FF :
CPN A/L FLT CLS DATE FROMTO TIME ST F/BASIS STAT
1 AS 0897 I 19SEP SANHNL 16:59 OK QH0OZSFR OPEN

Endorsements:

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USA Entry - Mobile Passport Control

Simplify your entry into the United States with Mobile Passport Control - click here to read more.

<https://www.cbp.gov/travel/us-citizens/mobile-passport-control>

Passport, Visas and Travel Warnings

A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a reentry visa for Australia.

Please ensure you have any applicable Visas for the countries you are visiting or transiting. It is your responsibility to obtain correct Visas documentation. Visa information can be obtained from www.cibtvissas.com.au or by contacting your travel consultant for information. It is also recommended that you check www.smarttraveller.gov.au for health and consular travel warnings for all destinations.

Ticketing Policy

Our CTM business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your itinerary and inside your online booking tool. This is to help ensure there are safeguards to protect for challenges such as when credit cards decline. When there are instances of multiple tickets and multiple airline ticketing dates, CTM will issue all tickets in accordance with the earliest date shown. Please note there may be instances where CTM will need to issue your ticket earlier than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

Important Information

Baggage - 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.

International Check In - For international flights departing from Australia, and domestic sectors of flights departing from international terminals make sure you have checked in by the checkin deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

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 up to date information, visit the Australian Government's travel security website: <https://www.homeaffairs.gov.au/travelsecure-subsite/Pages/Items-you-cannot-take-on-plane.aspx>

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Australian Government

Department of Home Affairs

Minister for Home Affairs
Minister for Cyber Security

Submission

For decision

PDMS Ref. Number: MS23-000089

Date of Clearance: 16/01/2023

To Minister for Home Affairs
Minister for Cyber Security

Subject Approval of Acting Australian Border Force Commissioner
Appointment 2023

Timing For consideration by 25 January 2023, to ensure an appropriate person can act as the ABF Commissioner while the Commissioner is on leave.

Recommendations

That you:

1. sign and date the instrument, *Australian Border Force (Acting Australian Border Force Commissioner) Appointment 2023 (Attachment A)*; and signed / not signed /
please discuss
2. agree to the ABF Commissioner taking annual leave from **s. 47F(1)**, inclusive; and agreed / not agreed
3. note that, if you sign the instrument at **Attachment A**, Deputy Commissioner Tim Fitzgerald will act as the ABF Commissioner during the Commissioner's leave, in accordance with this instrument. noted / please discuss

Minister's Comments

Minister for Home Affairs
Minister for Cyber Security

Signature.....

Date: 17/1/2023

Key Issues

1. The Department has prepared a new instrument for appointing persons to act as the Australian Border Force Commissioner—the *Australian Border Force (Acting Australian Border Force Commissioner) Appointment 2023* (the Instrument). The Instrument is at **Attachment A** for your signature.
2. The Instrument appoints people to act as the Commissioner on a preferential basis when the Commissioner is absent from duty or from Australia, or for any other reason unable to perform the functions of the office.
3. The Instrument appoints the following Deputy Commissioners to act as the Commissioner in the following preferential order:
 - Kaylene Zakharoff
 - Tim Fitzgerald
 - Vanessa Holben
4. Where the circumstances mentioned in paragraph [2] apply to both the Commissioner and Deputy Commissioner Zakharoff, Deputy Commissioner Fitzgerald will be appointed to act as Commissioner. Similarly, where these circumstances apply to the Commissioner, as well as both Deputy Commissioner Zakharoff and Fitzgerald, then Deputy Commissioner Holben will be appointed to act as the Commissioner.
5. When acting as Commissioner, a person will receive a salary equivalent to the base salary of the Commissioner and travel entitlements equivalent to those of the Commissioner for the applicable period. This is a standard approach for acting Commissioner appointments.
6. This approach ensures a standing arrangement is in place for instances where acting is required at short notice. It also ensures that you do not need to sign an instrument each time the Commissioner goes on leave or is unavailable to perform the role of the office.
7. This approach is consistent with the current arrangements for appointing acting Commissioners, as set out in the *Australian Border Force (Appointment of Acting Commissioner) Instrument (No. 2) 2021* (the 2021 Appointment Instrument).

Appointment before commencement

8. The Commissioner is seeking approval to take annual leave on s. 47F(1).
9. Deputy Commissioner Kaylene Zakharoff is the first person appointed to act as the ABF Commissioner in the Instrument. s. 47F(1) – therefore she will be unable to perform the functions of the office of the Commissioner if she has not yet commenced her employment with the ABF.
10. Accordingly, as the Commissioner will be on leave and Kaylene Zakharoff will not be able to perform the functions of the office of the Commissioner, Deputy Commissioner Tim Fitzgerald will be appointed to act as the Commissioner under subsection 3(1) of the Instrument.

Background

11. Section 14 of the *Australian Border Force Act 2015* (ABF Act) allows the Minister to appoint a person, by written instrument, to act as the Commissioner during a vacancy in that office or during any period, or during all periods, when the Commissioner is absent from duty or from Australia or is, for any other reason, unable to perform the duties of that office.
12. The current instrument, *Australian Border Force (Appointment of Acting Commissioner) Instrument (No. 2) 2021*, appoints a number of persons who no longer work for the ABF to act as the Commissioner if the Commissioner (or preferred appointed acting Commissioner) is absent from duty, or from Australia, or is for any other reason unable to perform the duties of that office.
13. Given that there are no suitable persons available to act as the Commissioner under the current instrument, this submission requests that you make a new instrument contained at **Attachment A**.

Repeal of existing appointment arrangements

14. The Department has identified two other appointment instruments made under section 14 of the ABF Act, in addition to the 2021 Appointment Instrument. These instruments established bespoke acting arrangements which superseded the arrangements in the 2021 Appointment Instrument for short periods of time.
15. For the avoidance of doubt, section 4 of the Instrument will repeal any other existing appointments made under section 14 of the ABF Act upon commencement.

Consultation – internal/external

16. The office of the Australian Border Force Commissioner and Legal Group were consulted on this submission and the new instrument at **Attachment A**.

Consultation – Secretary

17. The Secretary was not consulted on the approach in this submission.

Client service implications

18. Nil.

Risks and Sensitivities

19. In accordance with our long-standing practices, should you wish for unclassified media lines to be prepared in relation to this issue please contact the Home Affairs Media Coordination team – media@homeaffairs.gov.au

Financial/systems/legislation/deregulation/media implications

20. Nil.

Attachments

Attachment A *Australian Border Force (Acting Australian Border Force Commissioner) Appointment 2023*

Authorising Officer Cleared by: Sally Hill Assistant Secretary Legislation Branch Date: 16 January 2023 Mob: s. 22(1)(a)(ii)

Contact Officer Sally Hill, Assistant Secretary, Legislation Branch, Mob: s. 22(1)(a)(ii)

CC

- Secretary
- Chief Operating Officer
- General Counsel
- ABF Commissioner
- ABF Commissioner Chief of Staff
- ABF Deputy Commissioner North West and Detention



ADMIN 23/025

**Australian Border Force (Acting Australian Border Force Commissioner)
Appointment 2023**

I, Clare O'Neil, Minister for Home Affairs and Minister for Cyber Security, under subsection 14(1) of the *Australian Border Force Act 2015* (the *Act*), make this instrument.

Dated

17/1/2023

The Hon. Clare O'Neil MP
Minister for Home Affairs
Minister for Cyber Security

1 Name

This instrument is the *Australian Border Force (Acting Australian Border Force Commissioner) Appointment 2023*.

2 Commencement

This instrument commences on 25 January 2023.

3 Appointments

- (1) A person mentioned in an item in the following table is appointed to act as the Australian Border Force Commissioner during a period in which the condition mentioned in the item for the person is satisfied.

Item	Name	Condition
1	Kaylene Zakharoff	The Australian Border Force Commissioner is: (a) absent from duty or from Australia; or (b) for any reason, unable to perform the functions of the office
2	Tim Fitzgerald	The Australian Border Force Commissioner and the person mentioned in item 1 are: (a) absent from duty or from Australia; or (b) for any reason, unable to perform the functions of the office
3	Vanessa Holben	The Australian Border Force Commissioner and the persons mentioned in items 1 and 2 are: (a) absent from duty or from Australia; or (b) for any reason, unable to perform the functions of the office

- (2) A person acting as the Australian Border Force Commissioner will receive the base salary and the travel entitlements to which the Australian Border Force Commissioner is entitled.

Note Salary and travel entitlements are determined by the Remuneration Tribunal from time to time.

4 Repeal

Any other appointment made under section 14 of the Act is repealed.