



OFFICIAL

General residence requirement and permanent resident status

Standard Operating Procedure

Document ID (PPN)	VM-6653
TRIM Record Number	s. 47E(d)
BCS Function	Visa and Migration Management
Document Owner	Director, Citizenship Operations Section
Approval Date	29/11/2023
Document Contact	Citizenship Operations Section, s. 22(1)(a)(ii) @homeaffairs.gov.au

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

OFFICIAL
OFFICIAL

Table of Contents

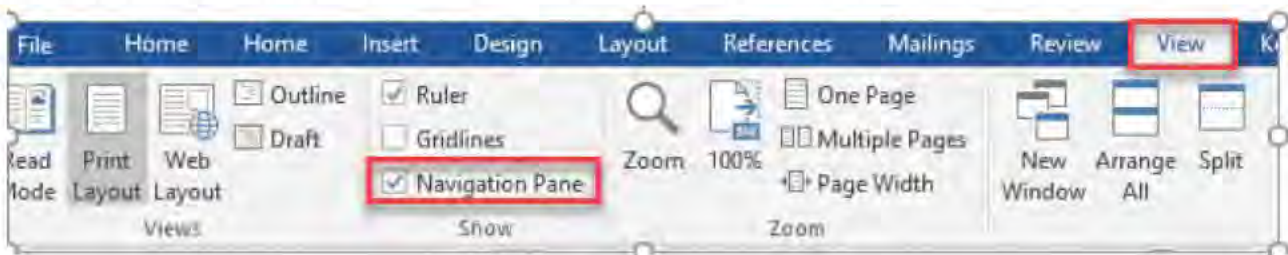
1. Purpose	4
2. Scope	4
3. General residence requirement	4
3.1 Unlawful non-citizen	5
3.2 Permanent resident for 12 months immediately prior to application	5
3.3 Overseas absences	5
4. Permanent residence status	7
4.1 Holders of permanent residence visas	7
4.2 Permanent residence visa liable for cancellation	8
4.3 Not currently a permanent resident	8
4.4 Long-term residents and establishing permanent residence status	9
4.5 Norfolk Island residents	10
4.6 Permanent residence status for New Zealand (NZ) citizens	10
4.6.1 NZ Subclass 444 (Special Category) visa (SCV) holders that are permanent residents for citizenship purposes	10
4.6.2 LIN22/103 applies to all NZ SCV holder applicants	10
4.6.3 Permanent resident status of person born to an SCV holder prior to 1 July 2022	11
4.6.4 New Zealand (NZ) Subclass 189 (Skilled-Independent) visa holders that are permanent residents for citizenship purposes	12
S. 47E(d)	14
	15
	15
	16
	18
6. Residence exemptions or discretions	19
6.1 Partial exemption under the General residence requirement — person born in Australia or is a former Australian citizen	19
6.2 s. 47E(d)	19
s. 47E(d)	20
8. Accountabilities and Responsibilities	21
9. Version Control	21
Attachment A – Definitions	22
Attachment B – Assurance and Control Matrix	24
1.1 Powers and Obligations	24
1.2 Controls and Assurance	24
Attachment C – Consultation	26
1.1 Internal Consultation	26

s. 47E (d)

27
27
28
29
30
31
32

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

To navigate through the document easily, officers can select the Navigation Pane in the top menu, which will bring up a table of contents on the left side of the document. See below.



1. Purpose

The purpose of this Standard Operating Procedure (SOP) is to set out the procedures to be followed when calculating the General residence requirement under the *Australian Citizenship Act 2007* (the Act) for applicants for Australian citizenship by conferral under subsections 21(2), 21(3) and (4) of the Act. The information in this SOP is also relevant when determining a citizenship applicant's permanent residence status. Being a Permanent resident is part of the residence requirements. It is also a requirement to be a Permanent resident at time of application and time of decision for conferral subsections 21(2), 21(3), 21(4) and 21(5) of the Act.

2. Scope

The SOP applies to citizenship delegates who are responsible for assessing citizenship by conferral applications.

For further guidance, delegates should refer to:

- Citizenship Procedural Instruction (CPI) 8 – Residence Requirements and Discretions – PI (VM-5285);
- CPI 9 – Who is a Permanent resident under the Citizenship Act – PI (VM-5286);
- CPI 20 – New Zealand citizens: residence status and eligibility for Australian citizenship – PI (VM-6619);
- Conferral applicants residing overseas – SOP (VM-6619);
- Processing applications for assessment under the Special residence requirements at 22A and 22B of the Australian Citizenship Act 2007 – SOP (VM-6869).

All CPIs referred to in this document are available on LEGEND. s. 47E(d)

s. 47E(d)

3. General residence requirement

Subsection 22 of the Act provides the general residence requirement.

An applicant meets the general residence requirement if the applicant:

- was present in Australia for four years immediately before the applicant applied for conferral of Australian citizenship (paragraph 22(1)(a) of the Act); and

OFFICIAL

- was not present in Australia as an unlawful non-citizen at any time during that four year period (paragraph 22(1)(b) of the Act); and
- was present in Australia as a Permanent resident for the period of 12 months immediately before making an application (paragraph 22(1)(c) of the Act); and
- was not absent from Australia for more than an accumulated period of 12 months during that four year period, including no more than 90 days in the 12 months immediately before making an application (subsections 22(1A) and 22(1B) of the Act).

Where an applicant does not meet the general residence requirement, delegates should consider whether the applicant would meet the requirement with the assistance of a ministerial discretion. Eligibility for a ministerial discretion will depend on to the applicant's particular circumstances and the information provided at the time of application. However, delegates should be aware there is no discretion that allows time spent outside Australia without a visa to be considered Permanent resident in order to meet the General residence requirement.

3.1 Unlawful non-citizen

A person's presence in Australia is determined to be lawful in accordance with the *Migration Act 1958* (the Migration Act). A person is lawful if they hold a visa that is in effect.

An unlawful non-citizen is a person who is not an Australian citizen and is present in Australia without a valid visa.

Under paragraph 22(1)(b) of the Act, a citizenship applicant cannot meet the general residence requirement if they have been an unlawful non-citizen at any time during the four year period immediately before applying for citizenship. This means they will need to have spent four years in Australia since last ceasing to be an unlawful non-citizen before meeting the general residence requirement, unless they became unlawful because of an administrative error. Where an applicant became unlawful due to an administrative error, the delegate can consider applying the ministerial discretion - administrative error that is available under subsection 22(4A) of the Act.

Refer to CPI 8 - Residence Requirements and Discretions – PI (VM-5285) for further guidance.

3.2 Permanent resident for 12 months immediately prior to application

If the applicant did not hold a permanent visa at any time while outside Australia during the 12 months immediately before making an application for conferral of citizenship, the applicant will not be able to meet the general residence requirement. Applicants are required to hold a permanent visa at all times during that 12 month period (see subsection 22(1B) of the Act).

3.3 Overseas absences

Subsection 22(1A) of the Act allows for absences from Australia of up to 12 months within the four years immediately before applying for citizenship. A period of time cannot be counted as an absence from Australia unless the person has already been present in Australia. This means that an applicant does not meet the general residence requirement if they have three years continuous presence in Australia (with the last 12 months as a permanent resident), unless they were previously present in Australia.

Scenario

Mr Barnaby first entered Australia on 1 January 2016 and became a permanent resident on 1 January 2019.

Mr Barnaby departed Australia on 7 September 2017 and arrived in Australia on 30 June 2018, amounting to 296 days spent outside of Australia.

Mr Barnaby departed Australia again on 23 March 2019 and arrived back in Australia on 29 May 2019, amounting to a further 67 days outside of Australia.

These two absences accumulate to a total of days spent outside Australia is 363 days outside of Australia.

Mr Barnaby made an application for citizenship by conferral on 1 January 2020. Mr Barnaby meets the four year residence period as he has not exceeded the 365 days (12 months) of allowable absences.

Subsection 22(1B) of the Act allows an applicant to be absent for up to 90 days within the 12 months permanent residence immediately before applying. Paragraph 22(1B)(c) of the Act requires the applicant to have remained a permanent resident during those overseas absences. Therefore, if an applicant has a gap in their permanent residence status in the 12 months prior to lodging their conferral application, they will not meet the general residence requirement.

Refer to section 4 - Permanent residence status, for further guidance.

Delegates are not required to manually calculate absences from Australia for the general residence requirement. s. 47E(d)

Days where the applicant arrived from outside Australia or departed Australia are counted by s. 47E(d) as days in Australia for the general residence calculation. Absent from Australia on the day four years immediately before applying

If an applicant's first arrival in Australia is less than four years before they apply for citizenship, they cannot meet the general residence requirement, even if they spend three years continuously in Australia.

The start date of the four year residence period is usually the date four years immediately before an applicant makes their application. However, if the applicant has not made their first entry into Australia, they need to wait at least four years after their first entry to meet this requirement.

Where an applicant was outside Australia on the day four years immediately before applying, but had previously been in Australia, in certain circumstances they may use the day four years immediately before applying as a start date (for the purposes of being eligible to satisfy the four year residence requirement). An applicant's four year residence period can start while they are overseas provided they had been present in Australia at any time prior to the four year residence period. Their visa status while outside Australia four years prior to lodgement is not a consideration towards meeting the requirement. Further, there is no limitation on the amount of time that has passed since the applicant was last present in Australia, and the lodgement of their citizenship application.

Scenario

Mr Smith entered Australia on 1 June 2016 on a temporary Tourist subclass 600 visa. Mr Smith remained in Australia for three months and departed on 1 September 2016. Mr Smith's Tourist visa ceased while he was outside Australia on 1 June 2017.

On 30 May 2020, Mr Smith was granted a permanent Partner subclass 100 visa and he entered Australia on that visa on 30 June 2020.

Mr Smith lodged an application for Australian citizenship by conferral on 1 July 2023. Mr Smith can be taken to meet the four year requirement because even though he was offshore without a visa on 1 July 2019 because he had previously been resident in Australia as a Tourist visa holder in 2016.

s. 47E(d)

s. 47E(d)

Where the applicant claims to have previous residence in Australia prior to July 1990, the delegate will need to check older movement records to determine if the applicant meets the four year requirement. s. 47E(d)

The above considerations also apply to New Zealand citizens who were previously resident in Australia on temporary Subclass 444 (Special Category) visas (SCV). For further information on applications made by New Zealand citizens, refer to sections [6.3 Calculating the general residence requirement on or after 1 July 2023](#) and [6.4. s. 47E\(d\)](#)

4. Permanent residence status

Paragraph 22(1)(c) and subsection 22(1B) of the Act in relation to the general residence requirement require the applicant to be a permanent resident as part of the residence requirement. Citizenship by conferral under subsections 21(2), 21(3), 21(4) and 21(5) of the Act also require the applicant to be a permanent resident at time of application and time of decision.

The definition of permanent resident is set out in section 5 of the Act.

Refer to section 4.6 Permanent residence status for New Zealand (NZ) citizens for further guidance on determining the permanent residence status of New Zealand citizens.

For further information refer to CPI 9 - Who is a Permanent resident under the Citizenship Act – PI (VM-5286).

4.1 Holders of permanent residence visas

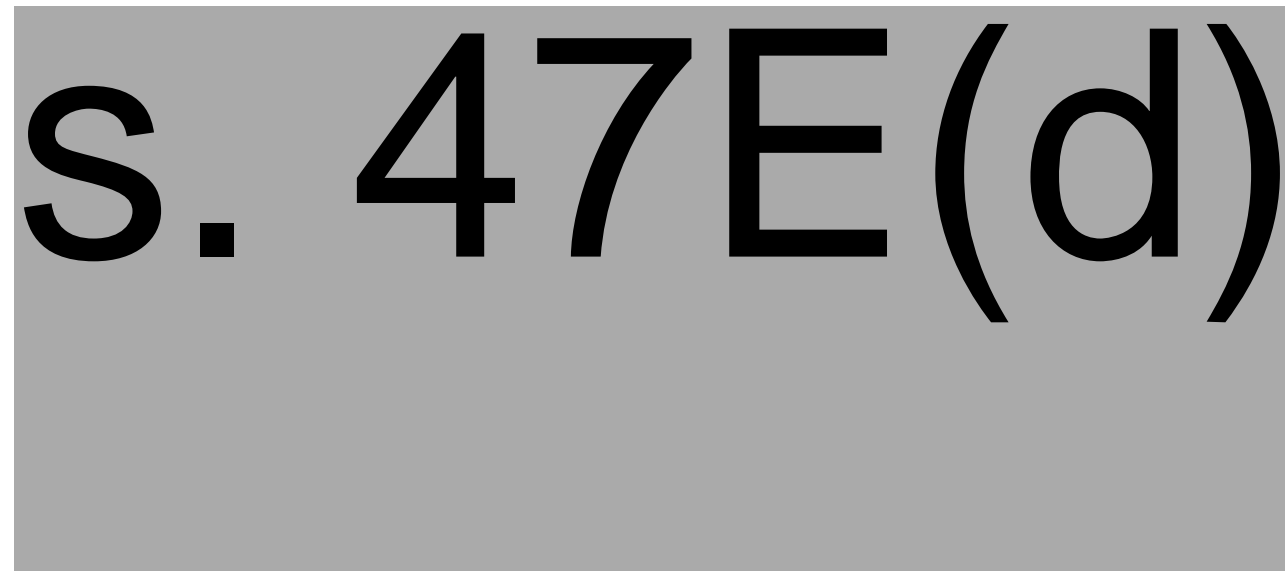
s. 47E(d)

If delegates are unsure whether the visa held by an applicant is temporary or permanent, they may refer to [LEGEND > Migration > SCHEDULE 2 – VISA SUBCLASS TABLE](#) for a list of the visa subclasses and whether they are temporary or permanent.

4.2 Permanent residence visa liable for cancellation

s. 47E(d)

Applicants subject to consideration of visa cancellation must not be finalised as an approval until the delegate receives an outcome on the cancellation consideration. In this case, delegates are to:



If the case is on the refusal pathway for a reason other than possible visa cancellation, delegates do not need to wait for the outcome of the visa cancellation. After discussing the case with a supervisor, delegates may continue processing the citizenship application.

4.3. Not currently a permanent resident

Delegates may encounter cases where the applicant was a permanent resident at time of application but has since lost their permanent residence status.

This most commonly occurs when an applicant held a valid permanent residence visa at the time of lodgement but then departed Australia without travel facility on their visa which caused their visa to cease upon departure from Australia. The applicant then returned to Australia on some other temporary visa.

If the applicant is currently not a permanent resident, the delegate should make contact with the applicant and inform them of what action they can take to restore their permanent resident status, such as applying for a Residence Return Subclass 155 (Five Year Resident Return visa (RRV)). The applicant may be contacted by phone in the first instance, with notes of the conversation and the timeframe given to rectify their visa status **s. 47E(d)**

Where it is evident from the records **s. 47E(d)** that the applicant has not taken steps to rectify their visa status in the timeframe given, the delegate should follow up with a written Request for Information (RFI). If after receiving the RFI the applicant still does not take steps to rectify their visa status in the timeframe provided in the RFI, the application may be finalised based on their visa status at time of decision.

For further guidance on making a request for further information see CPI 17 – Decision-making under the Citizenship Act – PI (VM-5253).

4.4. Long-term residents and establishing permanent residence status

Long-term residents may not have evidence of either their arrival in or their lawful status in Australia. This is particularly the case for those who arrived in Australia prior to electronic records in the 1980s and who have not departed since.

s. 47E(d)

An electronic visa record must be created once a person's residence status has been established and the delegate has confirmed that they are in Australia. The process is as follows:

- establish that the person was, and continues to be, a permanent resident;

s. 47E(d)

Before requesting evidence of permanent residence in Australia from applicants, delegates must search:

- departmental records, s. 47E(d) [redacted]; and
- NAA online holdings (www.naa.gov.au). The NAA often holds information about arrivals in Australia and what program the person migrated under. If it was an assisted passage program, unless the person's visa has been cancelled at some time, the person will be a permanent resident from date of

arrival provided the arrival date was on or after the commencement of the Migration Act on 1 June 1959. If the person arrived in Australia as a child, a search of their parents' or siblings' details may locate relevant information.

Note: if the person last arrived in Australia before 1 June 1959 – see s34 - Absorbed Person visa - PI (VM-3168) particularly section 3.1.2. – Arrivals pre *Migration Act 1958*. In such cases, it is very likely that an Absorbed Persons visa (APV) process should be commenced for determining what visa (if any) the person held on 1 September 1994 (when the Migration Act was amended requiring all non-citizens in Australia to hold valid visas). New Zealand citizens who were resident in Australia on 1 September 1994 may have been granted an APV and may not have transitioned to hold a SCV on that date, see s34 - Absorbed Person visa - PI (VM-3168).

4.5. Norfolk Island residents

From 1 July 2020, Norfolk Island residents will have held Australian visas for the previous four years and can be processed without reference to Norfolk Island residence permits. Applications from people who are, or have been, resident on Norfolk Island prior to 1 July 2016, must be transferred to the Overseas Citizenship Unit ^{s. 22(1)(a)(ii)} [@homeaffairs.gov.au](mailto:oc@homeaffairs.gov.au) for processing.

For applications made prior to 1 July 2020, delegates must consider time spent on Norfolk Island as a Norfolk Island Permanent resident permit holder, in addition to time on an Australian permanent visa when assessing the residence requirement.

Special care needs to be given to New Zealand citizens' residence on Norfolk Island where they have also spent time in Australia prior to 1 July 2016. New Zealand citizens who did not show evidence of their Norfolk Island residency at the border were usually granted an SCV on arrival. This resulted in a break in their permanent residence status (unless they are covered by the concessions for New Zealand citizens Legislative Instrument in effect at that time – Schedule 1 to IMMI 17/108).

s. 47E(d)

4.6. Permanent residence status for New Zealand (NZ) citizens

4.6.1. NZ Subclass 444 (Special Category) visa (SCV) holders that are permanent residents for citizenship purposes

Determining if a NZ citizen that is the holder of an SCV meets the requirements for a conferral application is a two-part process. First, a delegate must determine if the applicant is a permanent resident for citizenship purposes (refer to CPI 20 – New Zealand citizens: residence status and eligibility for Australian citizenship PI (VM-5296)). Secondly a delegate must determine if the applicant meets a residence requirement (refer to CPI 8 – Residence Requirements and Discretions – PI (VM-5285)).

4.6.2. LIN22/103 applies to all NZ SCV holder applicants

While the changes to the LIN 22/103 came into effect on 1 July 2023, these changes apply to all NZ SCV holder applicants no matter when their application was made. This means that the backdating of permanent residence for citizenship purposes provided in LIN 22/103 must be applied to all applications, regardless of when they were made.

Scenarios

Miss A is a New Zealand citizen and has resided in Australia since 2010 on an SCV. On 10 December 2022, Miss A lodged a conferral application under subsection 21(5) of the Act. At the time of lodgement, she was 14 years old. Miss A's application is assigned to a delegate for processing on 31 August 2023. The delegate must consider Miss A's permanent residence status in accordance with LIN 22/103 despite that fact that she lodged her conferral application prior to 1 July 2023 when the Instrument came into effect.

As Miss A was in Australia prior to 1 July 2022 as an SCV holder, the delegate finds that Miss A has been a permanent resident for citizenship purposes since 1 July 2022 and was, therefore, a permanent resident at time of lodgement on 10 December 2022 (as required under paragraph 21(5)(b)(i) of the Act) and at time of decision on 31 August 2023 (as required under paragraph 21(5)(b)(ii) of the Act).

Mr B is a New Zealand citizen and has resided in Australia since 2006 on an SCV. On 1 February 2023, Mr B lodged a conferral application under subsection 21(2) of the Act. Mr B is claiming to meet the general residence requirement under section 22 of the Act. Mr B's application is assigned to a delegate for processing on 31 August 2023. The delegate must consider Mr B's permanent residence status in accordance with LIN 22/103 despite that fact that he lodged his conferral application prior to 1 July 2023 when the Instrument came into effect.

As Mr B was in Australia prior to 1 July 2022 as an SCV holder, the delegate finds that Mr B has been a Permanent resident for citizenship purposes since 1 July 2022. Therefore, he was a permanent resident at time of lodgement on 1 February 2023 and he will most likely be a permanent resident at time of decision. However, in order to satisfy the general residence requirement, Mr B must have been a permanent resident for 12 months prior to application lodgement. Mr B lodged his application on 1 February 2023 and his permanent residence for citizenship purposes is backdated to 1 July 2022, therefore, he will not meet this requirement as he had only been a permanent resident for 7 months prior to lodging his application.

Mr B's application must be refused under paragraph 21(2)(c) of the Act as he does not satisfy a residence requirement. As M B's application is refused on residence grounds, he will be able to lodge a second application with a nil fee provided he makes within the timeframe provided for under the Regulation.

4.6.3. Permanent resident status of person born to an SCV holder prior to 1 July 2022

Where the responsible parent has not provided acceptable evidence (New Zealand citizenship certificate and/or a New Zealand passport) of the child's New Zealand citizenship, officers are required to send a request for information to the responsible parent advising them that they must obtain evidence of their child's New Zealand citizenship. Only a New Zealand citizenship certificate and/or a New Zealand passport which has been issued by the New Zealand Department of Internal Affairs are acceptable evidence of a child's New Zealand citizenship status. Further information on New Zealand citizenship requirements can be found at: New Zealand citizenship | New Zealand Government (www.govt.nz). Once the evidence has been received, the responsible parent can apply for the SCV activation by using the webform on the Department's website; that is, Form 444 (homeaffairs.gov.au).

Where acceptable evidence (New Zealand citizenship certificate and/or a New Zealand passport) of the child's New Zealand citizenship has been provided with the citizenship application but the child is not showing in Departmental systems as the holder of an SCV, the delegate needs to:

s. 47E(d)

4.6.4. New Zealand (NZ) Subclass 189 (Skilled-Independent) visa holders that are permanent residents for citizenship purposes

The subclass 189 visa must have been granted under the New Zealand stream. To check that applicants are

s. 47E(d)

s. 47E(d)

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

s. 47E(d)

For more information on applications made by NZ subclass 189 visa holders see CPI 20 – New Zealand resident status and eligibility for Australian citizenship – PI (VM-5296).

s. 47E(d)

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

s. 47E(d)

5.3. Calculating the general residence requirement on and after 1 July 2023

From 1 July 2023, the process for calculating the four years residence for the purpose of meeting the general residence requirement is the same for all applicants.

s. 47E(d)

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

s. 47E(d)

Scenarios

If a New Zealand citizen applicant departs Australia on a permanent visa such as an RRV that ceases upon departure because the travel facility had ended, the New Zealand citizen applicant is no longer a Permanent resident as they do not meet section 5 of the Act. There will be a gap in their permanent residence status between the cessation of one permanent visa and the grant of their next permanent visa (or the grant of an SCV that allows them to be treated as a Permanent resident for citizenship purposes). s. 47E(d)

s. 47E(d)

Ms Johnson lodged an application on 5 July 2023.

She was outside Australia on 5 July 2019, however, she was present in Australia as an SCV holder for all of 2018 and departed on 30 December 2018. Therefore, Ms Johnson meets the four years residence requirement.

s. 47E(d)

s. 47E(d)

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

6. Residence exemptions or discretions

6.1 Partial exemption under the General residence requirement — person born in Australia or is a former Australian citizen

Applicants who were born in Australia or were previously Australian citizens (who may have lost or renounced that status) have a partial exemption to the General residence requirement under subsection 22(2) of the Act.

If the exemption is applied, paragraphs 22(1)(a) and (b) do not apply. Therefore, the applicant is only required to meet paragraph 22(1) (c) requiring them to be present in Australia as a Permanent resident for 12 months immediately before the day they make the application.

s. 47E(d)

For more information on the partial exemption, see CPI 8 - Residence Requirements and Discretions – PI (VM-5285).

s. 47E(d)

s. 47E(d)

Under Schedule 3 of the *Australian Citizenship Regulation 2016*, applicants who had an application to become an Australia citizen refused on residence grounds who then re-apply within 12 months of being refused and three months of becoming residentially eligible are permitted to lodge an application at no charge.

The online lodgement system can recognise applicants who were previously refused on residence grounds and are eligible for a nil-fee s. 47E(d)

s. 47E(d)

For each new online application, the system will look for:

1. A previously refused application with the qualifier **Residence**;
2. Whether the new application is made within 12 months of the prior refusal date;
3. Whether the new application is made within three months of becoming residentially eligible.

s. 47E(d)

8. Accountabilities and Responsibilities

Role	Description
Director – Citizenship Operations Section	Accountable for ensuring that the information contained in this instruction is kept up to date, is accurate and meets stakeholders requirements.
Assistant Secretary – Citizenship Program Delivery	Accountable for the quality and delivery of the Citizenship Program.

9. Version Control

Version number	Date of issue	Author(s)	Brief description of change
V1	12/10/2020	Citizenship Operations Section	This is a new document
V2	29/11/2023	Citizenship Operations Section	<p>Updates in regard to new policy in effect on 1 July 2023:</p> <ul style="list-style-type: none"> • Permanent residence status of NZ citizen applicants; • Interpretation of the four years residence requirement. <p>Other general updates also made.</p>

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

Attachment A – Definitions

Term	Acronym (if applicable)	Definition
<h1>s. 47E(d)</h1>		
LEGEND	LEGEND	The Department's online database for visa and citizenship decision makers seeking information on migration and citizenship legislation, regulations and policy.
<h1>s. 47E(d)</h1>		
National Archives Australia	NAA	The National Archives of Australia (NAA), under the authority of the Archives Act 1983 (Archives Act) has overall responsibility for managing, maintaining and preserving all Commonwealth records.
<h1>s. 47E(d)</h1>		
Resident Return Visa	RRV	A Resident Return (subclass BB155) visa (RRV) is a permanent visa available to current Permanent residents, former Permanent residents and former Australian citizenship. A RRV can reinstate the permanent residence status of a former Permanent resident or former Australian citizen. A RRV can provide a currently Permanent resident with additional travel facility to allow them to leave and re-enter Australia.
Special Category Visa	SCV	A Special Category (subclass TY444) visas (SCV) is a temporary visa that allows the visa holder to visit, study, stay and work in Australia, if they are a New Zealand citizen and meet the eligibility criteria. It is usually applied for each time the New Zealand citizen enters Australia.

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

Term	Acronym (if applicable)	Definition
<h1>S. 47E(d)</h1>		

Attachment B – Assurance and Control Matrix

1.1 Powers and Obligations

Please Note: Staff exercising any powers, delegations or authorisations outlined in this SOP (listed here) must check the latest delegation advice on the Intranet or the relevant instrument in LEGEND to ensure they currently hold the applicable power, delegation or authorisation.

Legislative Provision			Is this power delegated?	If delegated, list the relevant instruments of delegation
Legislation	Reference (e.g. section)	Section heading/provision description		
Australian Citizenship Act 2007	Section 5 Section 21 Section 22	Permanent residence Conferral of citizenship General residence requirement	Yes	ADMIN 21/051 Home Affairs Legislation (Minister – Operational powers for Immigration and Settlement Services Groups and Social Cohesion and Citizenship Group) Delegation and Authorisation 2021

1.2 Controls and Assurance

Related Policy	Australian Citizenship Policy Statement (VM-6431)
Procedures / Supporting Materials	CPI 8 - Residence Requirements and Discretions – PI (VM-5285) CPI 9 - Who is a Permanent resident under the Citizenship Act - PI (VM-5286) CPI 17 – Decision Making under the Citizenship Act – PI (VM-5253) CPI 20 - New Zealand citizens: residence status and eligibility for Australian citizenship – PI (VM-5296) CPI 25 – Australian Citizenship by Operation of Law – PI (VM-5301) Acquisition and loss of Australian citizenship by operation of law - SOP (VM-6920) Conferral applicants residing overseas - SOP (VM-6619) Processing applications for assessment under the Special residence requirements at 22A and 22B of the <i>Australian Citizenship Act 2007</i> - SOP (VM-6869)
Training/Certification or Accreditation	Citizenship Training Program
Other required job role requirements	Nil

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

Other support mechanisms (e.g. who can provide further assistance in relation to any aspects of this instruction)	Departmental staff must raise any questions with their supervisor in the first instance. Inquiries can be referred to the Citizenship Helpdesk at s. 22(1)(a)(ii) [REDACTED]@homeaffairs.gov.au.
Escalation arrangements	Escalation, if required, should be to the Director, Citizenship Operations Section s. 22(1)(a)(ii) [REDACTED]@homeaffairs.gov.au).
Recordkeeping (e.g. system based facilities to record decisions)	s. 47E(d) [REDACTED]
Program or Framework (i.e. overarching Policy Framework or Business Program)	Citizenship Program Delivery
Job Vocational Framework Role	Visa and Citizenship Decision Maker

Attachment C – Consultation

1.1 Internal Consultation

- Citizenship Policy and Legislation Section, Citizenship Policy Branch
- Delivery Modernisation Section, Citizenship Program Delivery Branch
- Citizenship Identity and Character Helpdesk, Citizenship Integrity and Assurance Section, Citizenship Policy Branch
- Family Program Management Section in Family Visa Branch