



**Australian Government**  
**Attorney-General's Department**

**Office of International Law**

11/22008

8 November 2012

David Fredericks, Deputy Secretary  
Civil Justice and Legal Services Group

*through:* Greg Manning, First Assistant Secretary, International Law and Human Rights  
Division

*Handwritten signature and date: 8/11/12*

**Approval for overseas travel**

I seek your approval, under the Employee Relations Advice (Official Travel) No. 01/2008, for travel to New Zealand to attend the 15<sup>th</sup> Round of the Trans-Pacific Partnership (TPP) Agreement negotiations. In accordance with 5.10.5 of the Chief Executive's Instructions, the details of the proposed visits are set out below. The cost of the travel has been budgeted for by the International Law and Human Rights Division (OIL).

**(A) BACKGROUND INFORMATION**

(i) Dates of Proposed Visits

*TPP:* The negotiations will take place in Auckland, New Zealand, 3 – 12 December 2012. It is proposed that **S47F(1)** (OIL) would travel on 2 December to attend the negotiations on 3 December, and depart on 13 December, returning to Australia on 13 December.

(ii) Country to be Visited

New Zealand

(iii) Names of Traveller

**S47F(1)**, Senior Legal Officer, International Law, Trade and Security Branch (OIL)

(iv) Length of Official Travel

**S47F(1)**: 12 days inclusive

(v) Estimated Costs:

Airfare: \$ 2,495.34

Accommodation:	\$	1,297.73 (at current exchange rates)
Travel Allowance:	\$	1,450.00
Other incidentals:	\$	600.00
Total cost:	\$	5843.07

The quotes provided by the Departmental Travel Unit are attached.

(vi) Details of Last Visits for this Purpose or Any Related Visits, Over the Past Three Years

*TPP*: The Department has been represented by an officer from OIL at almost all the negotiation rounds of the TPP since March 2010.

Details of Other Departments or Organisations Meeting Expenses

N/A

**(B) PURPOSE OF VISITS**

*TPP*

The purpose of the official travel is to attend the upcoming TPP negotiating round and explain Australia's legal or policy position on issues where the Department has responsibility, including in the areas of public international law, international trade law, anti-corruption, copyright and e-commerce.

S33(a)(iii), S33(b)

[Redacted content]

The draft schedule for the negotiations provided by the Department of Foreign Affairs and Trade (DFAT) is attached to this document.

**(C) REASON TRAVEL IS CONSIDERED NECESSARY**

The Department's attendance will ensure that Australia's legal and policy settings are accurately reflected at the negotiations and help the negotiations progress more quickly than would otherwise be the case.

In supporting Australia's involvement in free trade agreement negotiations, OIL makes a significant contribution by:

- [REDACTED] S33(a)(iii), S33(b)
- providing drafting support and advice on general legal issues arising under the Agreement, again consistent with the Office's international legal expertise
- [REDACTED] S33(a)(iii), S33(b)
- [REDACTED]
- providing advice on the domestic implementation of international law, one of the Office's core responsibilities.

[REDACTED] S33(a)(iii), S33(b)

Benefits of the Visits to the Department/Government

*TPP*: Participation in the TPP negotiations will ensure that the Australian negotiating team gives appropriate consideration to the Attorney-General's portfolio interests and that they are properly presented in the negotiations.

The Department's participation in these negotiations will help ensure that the draft Agreement is negotiated consistently with Australia's international legal obligations and domestic law. It will help ensure a legally sound agreement which meets the Government's broader trade objectives.

Detrimental Effects to the Department/Government if not Undertaking Visits

[REDACTED] S33(a)(iii), S33(b)

As the key adviser to government on broad international law issues and intellectual property matters, AGD is best placed to advance these negotiations. Non-attendance could therefore lead to outcomes contrary to the Department's policy and legal interest.

OIL has an important role in advising on the development of treaty text across the Agreement and providing advice and advocacy in support of Australia's positions in the course of negotiations. Without OIL's involvement there is a risk that that Australia's position on legal issues will be not be advanced effectively.

**(D) REASON TRAVEL BY MORE THAN ONE DEPARTMENT OFFICIAL IS CONSIDERED NECESSARY**

N/A.

Additional Approvals Being Sought from the General Manager

N/A

Details of Consultation

*TPP*: A large Australian delegation will attend the negotiations, including representatives from DFAT, IP Australia, Treasury, the Department of Agriculture Fisheries and Forestry, and the Department of Broadband Communications and the Digital Economy.

Advice on Any Factors Militating Against Undertaking the Travel

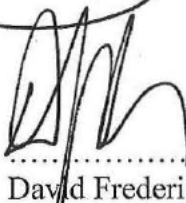
None.

**S47F(1)**

**S47F(1)**

Senior Legal Officer  
International Law and Human Rights Division

Approved/Not Approved

  
.....  
David Fredericks  
Deputy Secretary

6/11/2012



# QBT Your itinerary

THE BUSINESS OF TRAVEL

Requested: 07 November 2012

Attention:

AGD ILHRD

3-5 National Circuit

Barton Act 2600

QBT Pty Limited  
ABN: 50 128 382 187

QBT  
Level 2  
79 Victoria Pde  
Collingwood Vic 3066

Tel: 1300 650 157

Your Travel Consultant

Victoria C

Your Booking Reference

**YOZ8HF**

Travel File Number

**1850680**

We are pleased to advise the following travel arrangements.

## Your Details

### Customer Name

S47F(1)

Flight	Departing	Arriving	Status	Details
Air New Zealand NZ7172	Canberra 09:00 02 Dec 2012, Sun Terminal	Sydney, Au 09:50 02 Dec 2012, Sun Terminal 2	Economy (H) Confirmed	Aircraft type: EMBRAER 190 Flight Duration: 00:50 Meal Type: (M) Meal (non-specific) Number of stops: 0 Flight Operated By: VIRGIN AUSTRALIA DJ0637

Please enter your additional travel arrangements here.

Flight	Departing	Arriving	Status	Details
Air New Zealand NZ 104	Sydney, Au 12:30 02 Dec 2012, Sun Terminal 1	Auckland 17:30 02 Dec 2012, Sun Terminal 1	Business Class (D) Confirmed	Aircraft type: BOEING 777-200/200ER Flight Duration: 03:00 Meal Type: (N) No Meal Service Number of stops: 0 Check-in terminal: 1

Please enter your additional travel arrangements here.

Flight	Departing	Arriving	Status	Details
Air New Zealand NZ 105	Auckland 16:00 13 Dec 2012, Thu Terminal 1	Sydney, Au 17:30 13 Dec 2012, Thu Terminal 1	Business Class (D) Confirmed	Aircraft type: BOEING 767-300/300ER Flight Duration: 03:30 Meal Type: (N) No Meal Service Number of stops: 0 Check-in terminal: 1

Please enter your additional travel arrangements here.

Flight	Departing	Arriving	Status	Details
Air New Zealand NZ7812	Sydney, Au 20:35 13 Dec 2012, Thu Terminal 2	Canberra 21:35 13 Dec 2012, Thu Terminal	Economy (H) Confirmed	Aircraft type: AEROSPATIALE/ALENIA ATR 72 Flight Duration: 01:00 Meal Type: (M) Meal (non-specific) Number of stops: 0 Check-in terminal: 2 Flight Operated By: VIRGIN AUSTRALIA DJ0672

Please enter your additional travel arrangements here.

Pricing Description (Service fees are excluded)	Curr	Price	Tax	GST	Total
Air Fare (CBR/SYD/AKL/SYD/CBR) for S47F(1)	AUD	2,338.00	157.34	0.00	2,495.34

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

**Additional Information (Please read your itinerary carefully)**

**Customer Remark**

=====

----AIR NEW ZEALAND FARE ----

THIS FARE PERMITS CHANGES SUBJECT TO AVAILABILITY  
THIS FARE IS FULLY REFUNDABLE  
THIS FARE DOES NOT HAVE A NO SHOW PENALTY  
TICKETING DEADLINE IS THURSDAY 8 NOVEMBER  
AIR NEW ZEALAND BOOKING REFERENCE IS CQRK5H  
A NON REFUNDABLE BOOKING FEE OF AUD99.00 PER  
PERSON APPLIES TO THIS BOOKING.  
A NON REFUNDABLE AUD 11.72 PER PERSON WHOLE OF  
AUSTRALIAN GOVERNMENT FEE ALSO APPLIES

**Fare Conditions**

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Please contact your travel consultant for details of full Fare conditions for this itinerary.

**Check In (Domestic):**

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

**Check In (International):**

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 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.

**Reconfirmation:**

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

**Electronic Tickets:**

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

**Booking Changes:**

- Please call 1300 650 157 for changes to your booking at anytime and please advise this office if you do not use your ticket so that we may rebook or process a refund if applicable.

**No Show / Cancellation Fees:**

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

**Seating & Meals:**

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

**Passport:**

- 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 re-entry visa for Australia.

**Visas / Travel Warnings:**

- 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.visalink.com.au](http://www.visalink.com.au) or by contacting your travel consultant for information. It is also recommended that you check [www.smarttraveller.gov.au](http://www.smarttraveller.gov.au) for health and consular travel warnings for all destinations.

**Contact Details:**



- Please provide local phone contact numbers for stopover cities.

**Travel Insurance:**

- QBT is authorised to sell QBE insurance travel policies but before you decide whether this product is suitable for you please refer to [www.qbt.travel](http://www.qbt.travel) for information about the features and risks of this product and dispute resolution procedures.

**Baggage & Quarantine:**

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

**Passenger Security:**

- For security reasons, all knives, sharp objects or cutting implements of any kind and length, whether of metal or other material, knitting needles and sporting goods must be packed in your checked baggage. They cannot be carried in your cabin baggage or on your person. If they are, the articles will be removed and not returned.

- On the 31 March 2007, the Australian Government introduced enhanced security measures to limit the amount of liquids, aerosols, and gels that can be taken through the screening point for people who are flying from Australia.

- Each container of liquid, aerosol or gel in your carry-on baggage must be no more than 100ml capacity.

- Passengers carrying hypodermic needles will need to declare them at the screening point. Where possible, documentation or identification to confirm your medical condition should be produced. Medication should have a professionally printed label identifying the medication or a manufacturer name or pharmaceutical label affixed. Contact the airline should you have a question.

- For further information on permitted carry-on baggage please refer to: <http://www.infrastructure.gov.au/transport/security/aviation/LAG/index.aspx>

**Air Travel:**

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

**Booking Arrangements:**

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

**QBT Privacy Notice:**

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

\*\*\*\*\* Itinerary End \*\*\*\*\*

S47F(1)

**From:** S47F(1)  
**Sent:** Monday, 5 November 2012 12:27 PM  
**To:** S47F(1)  
**Subject:** TRIM: FW: Lido Accommodation: Booking Confirmation - S47F(1) - Sun 02 Dec 12 [SEC=UNCLASSIFIED]

**Categories:** Red Category  
**HP TRIM Record Number:** 12#752438DOC

UNCLASSIFIED

Kind regards,

S47F(1)  
Departmental Travel Unit  
Phone: S47F(1) | Fax: (02) 6141 3563 S47F(1)

-----Original Message-----

From: Govt [mailto:govt@lido.com.au]  
Sent: Monday, 5 November 2012 12:24 PM  
To: S47F(1)  
Subject: Lido Accommodation: Booking Confirmation - S47F(1) - Sun 02 Dec 12

Dear S47F(1)  
Here are the details of your accommodation booking made with Lido Accommodation:

#### GUEST CONFIRMATION

-----  
Please check all details of the booking below.

Client / Traveller: S47F(1)  
Company: Attorney Generals Department  
Cost Centre: Attorney Generals Dept - Barton Contact / Booker: S47F(1)

#### YOUR BOOKING

-----  
Booking Date: 5/11/2012 12:24:00 PM  
Your Lido BookingID: 788050  
Phone: 1800 000 469

#### STAY DETAILS

-----  
Arrival Date: Sun 02 Dec 12  
Depart Date: Thu 13 Dec 12  
Number of nights: 11  
Rate per room per night: NZD 149.00  
Room Type: Standard Room  
Number of rooms: 1  
Total: NZD 1639.00

#### ACCOMMODATION AT

-----  
Crowne Plaza Auckland  
4.5 star hotel  
128 Albert Street  
Auckland 1001  
New Zealand  
Email: [res1@crowneplazauckland.co.nz](mailto:res1@crowneplazauckland.co.nz)



Phone: 0011 64 9 302 1111  
Fax: 0011 64 9 302 3111  
Confirmation: freesell  
Cancellation Policy: 24 hours

#### OTHER DETAILS

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Booking guaranteed to booker's credit card No. adults: 1

Thank you for booking with The Lido Group!

#### TERMS AND CONDITIONS

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By booking accommodation with The Lido Group you ('the Customer') agree to the following terms and conditions:

1. Cancellations and amendments to a booking must be made through The Lido Group by telephone 1800 000 469 or email [govt@lido.com.au](mailto:govt@lido.com.au)
2. A valid credit card is required to confirm your reservation.
3. The hotel may require, on guest check in, a valid credit card imprint or cash deposit to guarantee payment from the guest for any incidental charges during their stay.
4. The Lido Group does not accept responsibility for payment of your stay or any incidental charges related to your stay.
5. The Lido Group will advise the hotel of any guest special requirements, however the implementation of these requests, is at the discretion of the hotels. The Lido Group can not guarantee or be held responsible for failure to implement these requests.
6. Your itinerary contains important information relevant to your stay. Please take a copy of this itinerary and confirmation to the hotel at the time of check-in as proof of booking.

Powered by the Australian Accommodation Data Exchange.



For more information, visit [www.xe.com](http://www.xe.com)

### CURRENCY CONVERTER WIDGET

1,639.00 NZD = 1,297.73 AUD

New Zealand Dollar ↔ Australian Dollar  
1 NZD = 0.791784 AUD      1 AUD = 1.26297 NZD  
Mid-market rates: 2012-11-07 04:46 UTC

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Notes:

S33(a)(iii), S33(b)



**WORK HEALTH and SAFETY CHECKLIST FOR OVERSEAS TRAVEL and/or DEPLOYMENT**

**Health, Transportation, Accommodation, Communication, Documentation, Personal Security and Other Considerations**


This Checklist is to be completed/signed by the line area Division/Office Head before submission to an International Travel Approver.


Name of Traveller/Deployee*	S47F(1)
Group, Division/Office & Branch	ILHRD
Travel Destination(s)	New Zealand
Dates of Travel	2 - 13 December 2012

\* A single Checklist can apply to more than 1 traveller provided travel itinerary (eg: airline travel, in-country ground transport and accommodation arrangements) are the same.

Applicable DFAT Advisory Level(s)	Degree of Hazard Identification & Risk Mitigation Required	
1. exercise normal safety precautions	X	a discussion with the traveller regarding hazards and risks
2. exercise a high degree of caution		a briefing with the traveller regarding hazards, risks and contingency plans
3. reconsider your need to travel		a documented and methodical hazard identification and risk mitigation plan, supported by a documented exit strategy
4. do not travel		

For travel destinations subject to DFAT Advisory Level 3 or 4, the Checklist must be supplemented by an additional hazard identification and risk mitigation plan, supported by a documented exit strategy.

Name of Division/Office Head	GREG MANNING	
Comments		
Date and Signature	8/10/12	

Name of International Travel Approver	DAVID FREDERICKS	
Comments		
Date and Signature		8/10/12