

Family accompaniment worker application form

This form is for long-term PALM scheme workers who wish to apply for the family accompaniment pilot. Please complete and sign the form and return it to your employer so that they can include it as part of the application.

This form includes 2 parts: (part one) a privacy notice and (part 2) the application form.

The Department of Foreign Affairs and Trade (DFAT) in collaboration with the Department of Employment and Workplace Relations (DEWR) is responsible for managing the family accompaniment pilot (the pilot) for the PALM scheme.

The pilot allows long-term PALM scheme workers to bring their immediate families to Australia and provides access to specific welfare payments while onshore. The pilot aims to address the social impacts of extended periods of family separation. Participation is subject to employer agreement and a suitability assessment conducted by DFAT and DEWR.

Privacy notice

Part one: Privacy notice

This notice explains how DFAT, DEWR, and their agents (referred to collectively as we/our/us) manage personal information collected about you in accordance with the *Privacy Act 1988* (Privacy Act).

If we do not collect the information in the pilot application form, we may not be able to assess or approve your pilot application or manage your participation in the pilot.

Participation in research and media activities is voluntary and will not impact our assessment of your application for the pilot or your participation in the pilot.

This privacy notice relates to the selection process for the family accompaniment pilot. If selected, participants in the pilot will be provided with a separate privacy notice and consent form for participation in the pilot.

Why we collect personal information

We collect personal information about you and your family members to implement and manage the pilot, including to:

- assess your application for the family accompaniment pilot
- manage participation in the pilot
- evaluate and promote the pilot
- investigate, manage, and report on welfare issues and respond to issues as part of the pilot.

What types of information we will collect from you and your family

To manage the pilot, we may collect the following:

- full names
- dates of birth
- contact details including email, phone number and address (overseas and in Australia)
- employment information
- salary and any Australian government benefits
- passport details and visa information, and
- English language skills.

We may also collect sensitive information, including:

- language and cultural background information
- health information (e.g. medical history, test results, reports about incidents in Australia such as information about injury or illness), and
- any criminal history information (e.g. police checks).

How we collect information

We may will collect this information directly from you, your family, and from other people such as:

- your PALM scheme employer
- the government of your home country, or other countries you have lived in
- approved parties who administer tests
- Australian Government Agencies and Departments, such as the Department of Home Affairs, the Fair Work Ombudsman, the Australian Taxation Office, the Department of Health, Services Australia, and the Australian Federal Police (AFP)
- non-government agencies and private organisations, including those engaged by us.
- any other person, agency or organisation which may be able to provide information relevant to your suitability to participate in the pilot, and
- publicly available sources.

Who we will share your information with

We may share your personal information with:

- your PALM scheme employer
- our agents and contractors (including to the operator of the Pacific Labour Facility)
- Federal, state and territory or local government departments, agencies or councils
- the government of your home country, or other countries you have lived in
- law enforcement agencies, including the AFP and state and territory law enforcement agencies
- Ministers and their officers, members of Australian parliament, and parliamentary committees
- diplomatic missions and consulates within Australia
- workplace health and safety and workers compensation agencies and/or health insurance providers that are delivering services to you
- universities, colleges, schools and other educational or training institutions for research and educational purposes (the information shared would be de-identified)
- global bodies and institutions for research purposes (de-identified data)
- any other person, agency or organisation which may be able to provide information relevant to your suitability to participate in the pilot, and
- your or your family members' nominated next of kin if you are involved in a critical or serious incident.



Why we may share your information

We may share your personal information to other parties for the following purposes:

- to assist with our assessment of your application to the pilot
- to manage your involvement in the pilot
- to assess, evaluate and improve the pilot
- to conduct research regarding the pilot, and
- to investigate, manage, and report on welfare issues and respond to incidents as part of pilot.

Sharing information outside Australia

We may share personal information about you or your family with any parties listed above, including where they are located outside Australia, for the purpose of managing the pilot.

Our privacy policy

DFAT's privacy policy is available at <https://dfat.gov.au/privacy.html> and DEWR's privacy policy is available at: <https://www.dewr.gov.au/using-site/privacy>.

These privacy policies contain important information including:

- how we hold, store, manage, use and disclose your personal information
- how you can access your personal information that we hold about you
- how you can request us to correct personal information that we hold about you, and
- how you can complain to us or the Office of the Australian Information Commissioner about a breach of your privacy.

How can you contact us

You can contact us in the methods below if you wish to make a request, an enquiry or seek further information from us regarding your privacy:

DFAT	
Telephone:	(02 6261 1111)
Email:	privacy@dfat.gov.au
Mail:	Director, Privacy Law, Legislation and Assurance Section Department of Foreign Affairs and Trade RG Casey Building John McEwen Crescent BARTON ACT 2600

DEWR	
Telephone:	(1300 488 064)
Email:	privacy@dewr.gov.au
Mail:	Privacy Officer Legal and Assurance Division Department of Employment and Workplace Relations Location Code: C50MA1 - LEGAL GPO Box 9828 Canberra ACT 2601



Part 2: Application

It is important that you answer all questions on this form and check it carefully to make sure you have completed it correctly. If you do not provide all required information, your application may not be considered for the family accompaniment pilot.

To participate in the family accompaniment pilot, you and your family members will need to meet the family accompaniment eligibility criteria. The eligibility criteria are outlined below to help you, your family, and your employer determine if you are eligible for the pilot and wish to participate.

All applications will be assessed against the eligibility criteria and separate selection criteria. The selection criteria are available to view on the PALM scheme website. Meeting the eligibility criteria does not guarantee selection for the pilot as there are limited places available.

Please note: if selected to participate in the family accompaniment pilot, dependent family members will need to apply for, and be granted, a visa to travel to and remain in Australia.

Family accompaniment eligibility criteria

Workers	<ul style="list-style-type: none"> • A long term PALM scheme worker/visa holder (one to 4 years). • Have the support of current employer to participate in family accompaniment. • Have been employed with the PALM scheme in Australia for 10 months prior to applying. <ul style="list-style-type: none"> ○ This can be on a long-term PALM scheme contract, or may include time spent on an earlier long-term contract with the same employer. • Have at least 18 months remaining on visa at time of application. • A national of a country that is participating in the pilot (Kiribati, Timor-Leste, Vanuatu, Fiji or Tonga).
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Family accompaniment eligibility criteria

Families	<p>Eligible family members are those that are members of the family unit within the meaning of the Migration Act 1958. That is, the spouse/de facto partner of the PALM scheme worker and eligible dependent children.</p> <p>To be eligible, a child must be:</p> <ul style="list-style-type: none"> ○ the PALM scheme worker's child, and/or their partner's child, who is not engaged, married or in a de facto relationship and is: <ul style="list-style-type: none"> • aged under 18 years, or • aged 18 to 23 years and dependent* on the PALM scheme worker or the PALM scheme worker's partner for basic needs of food, clothing and shelter, or • aged 23 years or older and wholly or substantially reliant on the PALM scheme worker or the PALM scheme worker's partner because they are incapacitated for work due to the total or partial loss of bodily or mental functions. ○ the dependent child of the child above. <ul style="list-style-type: none"> • All family members must meet the conditions of a Temporary Work (International Relations) (subclass 403) PALM stream secondary visa. • Agree to participate in a pre-departure briefing prior to travel to Australia. • Partner/spouse must have at least a basic/beginner level of English.
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Visa requirements

If selected to participate in the family accompaniment pilot, dependent family members will need to apply for, and be granted, a visa to travel to and remain in Australia. Further details about visa requirements and eligibility are available under 'include family' on the [Department of Home Affairs website](https://www.homeaffairs.gov.au).



Questions

1. Name

2. Date of birth (dd/mm/yyyy)

3. Name of employer

4. Workplace address including suburb and postcode (where you work)

5. Email address (PLEASE PRINT CLEARLY. Application outcomes will be notified via email)

6. Nationality

7. Have you read and understood the eligibility criteria for the family accompaniment pilot to ensure you and your family members are eligible to apply?

Yes

No

8. Please list all family members you wish to nominate in the table below.

Include their full names, date of birth, relationship to you and the country they would be travelling to Australia from. Note that if you are selected to participate, family member information will be verified by the Department of Home Affairs as part of the visa application process for family members.

#	Family member full name	Date of birth (dd/mm/yyyy)	Relationship to you	Which country will the family member be travelling from?
1				
2				
3				
4				
5				
6				
7				
8				



Employment history

9. As at 9 August 2024, have you been employed in Australia under the PALM scheme for at least 10 months (i.e. since 9 October 2023, or have you returned on a long-term contract to the same employer?) Yes No
10. As at 9 August 2024, do you have at least 18 months remaining on your visa? (i.e. is your visa valid until 9 February 2026) Yes No

Nomination of partner/spouse

Only answer questions 11 and 12 if you are nominating a partner/spouse.

Speakers with a basic or beginner level of English can:

- Understand and use very common everyday expressions and simple phrases for immediate needs
- Introduce themselves and other people and can ask and answer questions about personal details such as where they live, things they have, and people they know
- Communicate in a simple way if the other person speaks slowly and clearly.

11. Does your partner/spouse speak at least basic or beginner English? Yes No
12. Does your partner/spouse agree to participate in a pre-departure briefing prior to travel to Australia? Yes No

Visa requirements

13. I understand that if selected to participate in the family accompaniment pilot, all members of my family (as listed above) will need to apply for a Temporary Work (International Relations) visa (subclass 403) PALM stream secondary applicant visa and that only if the visa is granted will they be able to participate in the family accompaniment pilot. Yes No
14. I understand that this acknowledgement is not the same as applying for a visa. If selected, my nominated family members will need to lodge a visa application with the Department of Home Affairs. Yes No



Finances

15. I understand that I will be financially responsible for the family members (including any children) who accompany me to Australia. This includes (but is not limited to) the travel costs for family members to and from Australia, visa costs, accommodation, medical costs which are not covered under Medicare, utility costs (e.g. electricity and gas), and any additional costs incurred while in Australia. Yes No
16. I understand that, if selected, and if I bring my children to Australia, I may be eligible to receive additional benefits including the Family Tax Benefit and the Child Care Subsidy. Yes No

Health

17. I understand that if selected, I, and family members participating in family accompaniment, will be eligible to access Medicare, which can assist with the costs of seeing a doctor and purchasing medicines. Yes No
18. I understand that while Medicare subsidises a large number of health services and products, including doctor visits, some payment is still required in many cases. Yes No
19. I understand that with Medicare access, private health insurance is no longer a visa requirement. However, I understand that it is strongly recommended that I take out private health insurance for myself and my family to cover medical costs that may not be covered under Medicare. These include (but are not limited to) the costs of:
- a. Ambulance services
 - b. Repatriation (the returning of a person to their home country following death or serious injury) which can incur fees in excess of \$20,000.
20. Information on suitable private health insurance product(s) will be provided to workers and families participating in the pilot at the predeparture and on-arrival briefings. **I understand that if I and my partner/spouse choose not to take out private health insurance for family members in Australia, I will be liable for all medical costs not covered by Medicare.** Yes No



Accommodation

21. I have considered the availability and affordability of family accommodation in the region of my employment and understand that if selected, I will be responsible for securing appropriate housing for my family before they arrive in Australia.
- | | | |
|--|--------------------------|--------------------------|
| | Yes | No |
| | <input type="checkbox"/> | <input type="checkbox"/> |

Childcare

Please complete this section **only** if applying to bring children to Australia.

22. I understand that I will be financially responsible for the family members (including any children) who accompany me to Australia. This includes (but is not limited to) the travel costs for family members to and from Australia, visa costs, accommodation, medical costs which are not covered under Medicare, utility costs (e.g. electricity and gas), and any additional costs incurred while in Australia.
- | | | |
|--|--------------------------|--------------------------|
| | Yes | No |
| | <input type="checkbox"/> | <input type="checkbox"/> |
23. I understand that the Child Care Subsidy may be available to families with children aged 13 or younger who are enrolled in an approved childcare services and meet immunisation requirements.
- | | | |
|--|--------------------------|--------------------------|
| | Yes | No |
| | <input type="checkbox"/> | <input type="checkbox"/> |

Acknowledgement

I have read, understood, and agree for my application for the family accompaniment pilot to be shared with DFAT by my employer. I understand that my application will be considered and evaluated based on eligibility and other selection criteria to determine participation in the pilot.

Signature

Date