



12 June 2024

John

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DOIA 2324-2258

Tēnā koe John

Thank you for your email of 15 April 2024 to the Ministry of Business, Innovation and Employment (MBIE) requesting, under the Official Information Act 1982 (the Act), as follows:

I would like to request the latest flowcharts showing how INZ processes the following applications:

- 1. Skilled migrant category*
- 2. Straight to Residence Visa*
- 3. Work to Residence Visa*
- 4. Permanent Resident Visa*
- 5. New Zealand citizenship endorsement*

For the flowcharts, they should show every step from application received to application outcomes.

On 1 May 2024, we emailed you to clarify what you mean by ‘flowcharts’ and also advised that we use Standard Operating Procedures (SOPs) which are step-by-step guides to assist Immigration New Zealand (INZ) staff in completing a task or activity.

On 3 May 2024, you advised and confirmed:

Yes, I am after the SOPs

On 14 May 2024, we extended the time available to us to respond to your request and advised that a decision on your request would be made on or before 5 June 2024.

On 5 June 2024, we advised that MBIE had decided to grant your request and would provide you the requested information as soon as it is ready and without undue delay.

Our Response

Please refer to the attached appendices for the list of all SOPs used by INZ as a guideline for completing any assessments. For a breakdown of the information being released, please refer to the table below.

| Document | Decision |
|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Appendix 1- Skilled Migrant Category | |
| Assess Overall Eligibility (Skilled Residence General) | Released in full with the exception of: <ul style="list-style-type: none">• SOP – Make and monitor third party checks and• SOP – Assess risk and conduct verification. |
| Assess Overall Eligibility (SR3) | |
| Assess Skilled Employment (SR3) | |
| Undertake a Detailed Assessment of Employment | |

| | |
|--------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Assess Income (SR3) | which are withheld in reliance on 6 (c) of the OIA as the making available of that information would likely prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial. |
| Assess Qualification (SR3) | |
| Assess New Zealand Registration, Licencing, or Certification (SR3) | |
| Assess Skilled Work Experience in New Zealand (SR3) | |
| Assess English - Principal Applicant | |
| Assess English - Secondary Applicant | |
| Appendix 2 - Straight to Residence Visa | |
| Assess Health | Released in full. |
| Assess Eligibility | |
| Assess Partnership | |
| Assess English | |
| Assess Dependent Children | |
| Appendix 3 -Work to Residence Visa | |
| Assess overall eligibility. | Released with some information withheld under section 9(2)(a) of Act to protect the privacy of natural persons. |
| Assess work experience. | |
| Assess offer of employment | |
| Assess dependent children. | |
| Assess partnership. | |
| Appendix 4- Permanent Resident Visa | |
| Assess General Eligibility for a PRV, VOTC or SSRV in ADEPT | Released with some information withheld under section 9(2)(a) of Act to protect the privacy of natural persons |
| Assess PRV Eligibility in ADEPT | |
| Appendix 5 -New Zealand citizenship endorsement | |
| Citizen Processing training | Released with some information withheld under section 9(2)(a) of Act to protect the privacy of natural persons |
| Endorsement standard lodgement sheet | |

I have considered whether withholding specific information is outweighed by other considerations which render it desirable, in the public interest, to make that information available (in accordance with section 9(1) of the Act) however it is my opinion that such grounds do not exist.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

If you wish to discuss any aspect of your request or this response, please contact inzoias@mbie.govt.nz.

Nāku noa, nā

Karen Bishop
General Manager, Service Design and Implementation
Immigration New Zealand
Ministry of Business, Innovation & Employment