



13 FEB 2018

John Luke

C/- [fyi-request-9365-d7329d86@requests.fyi.org.nz](mailto:fyi-request-9365-d7329d86@requests.fyi.org.nz)

Ref: OIA 1819 – 1020

Dear John,

I refer to your request under the Official Information Act (the OIA) received 10 January 2019 in which you have requested the following information:

*Can you please provide access to all training materials provided to Business Migration Team staff members within Immigration New Zealand with specific reference to how they are trained to assess Investor residence visa and Investor residence (Post AIP- transfer of fund) visa applications. In particular, how the document related to assess transfer of fund from China.*

*Any documents that assist the Business Migration Team staff members in assessing applications would also be appreciated, for example relevant VisaPak's or directions from management.*

#### **Our Response**

The training material, Visa Paks, guidelines and Process Document that Visa Services use to assess an application by a Business Immigration Specialist (BIS) are contained in the attached appendix to this letter. These documents are used alongside Immigration Instructions. Immigration Instructions are available on our website [www.immigration.govt.nz](http://www.immigration.govt.nz).

In addition to the documentation provided in the appendix the following training/resources are readily available to staff assessing in the Investment Migrant category.

- Designation Training (to become designated as an Immigration Officer/Business Immigration Specialist under s388(1) of the Immigration Act 2009).
- Buddy system (staff are peered up with an experienced BIS).

Thank you for clarifying your definition of 'directions from management' for us as 'any formal direction from management which helps in guiding and leading the Immigration Officers to approve transfer of funds (in particular from China after AIP)'. Formal directions are given via Visa Paks (attached) and assessing applications alongside Immigration Instructions. No other formal directions exist.

You have the right to contest the decision on this request by seeking an investigation and review by the Ombudsman, their address for contact purposes is:

The Ombudsman  
PO Box 10152  
Wellington 6143



If you wish to discuss any aspect of your request or this response, or if you require any further assistance, please contact Andrew Newbery, Immigration Manager, Immigration New Zealand at [Andrew.Newbery@mbie.govt.nz](mailto:Andrew.Newbery@mbie.govt.nz).

Yours sincerely



Karen Bishop  
Assistant General Manager – Visa Services  
Immigration New Zealand  
Ministry of Business, Innovation and Employment