

s 22(1)(a)(ii)

From: s 47E(d) @pm.gov.au>
Sent: Monday, 25 August 2025 8:36 AM
To: s 47E(d) @pmc.gov.au>
Cc: s 47E(d) pm.gov.au>; s 22(1)(a)(ii) @pm.gov.au>; s 22(1)(a)(ii) @pm.gov.au>; s 22(1)(a)(ii) @pm.gov.au>; s 22(1)(a)(ii) @pm.gov.au>; s 22(1)(a)(ii) @pm.gov.au>

Subject: FW: Ministerial International Travel Request - Minister Wells' Travel to USA - 20 to 27 September 2025 [SEC=PROTECTED, CAVEAT=SH:CABINET]

PROTECTED//CABINET

Hi Min Travel team

Please see attached and below *Ministerial international travel request – Wells – United States of America – 20 to 27 September 2025* for your action.

Best

s 22(1)(a)(ii) | Departmental Liaison Officer
 Office of the Prime Minister, the Hon. Anthony Albanese MP
 Department of the Prime Minister and Cabinet
 p. s 22(1)(a)(ii) | m. s 22(1)(a)(ii)

For out-of-hours assistance, please contact the DLO duty phone on s 22(1)(a)(ii)

I work on Ngunnawal Country.
 MG 8, Parliament House, CANBERRA ACT 2600
 e. s 47E(d) @pm.gov.au | s 22(1)(a)(ii) @pmc.gov.au



The Department of the Prime Minister and Cabinet (PM&C) would like to acknowledge the Traditional Custodians of Country throughout Australia and their continuing spiritual, social and cultural relationship with the land, waters, skies and community. We pay our respects to their Elders past and present, and to their community leaders, and extend that respect to all Aboriginal and Torres Strait Islander peoples.

From: s 47E(d) @mo.communications.gov.au>
Sent: Friday, 22 August 2025 4:33 PM
To: s 47E(d) @pm.gov.au>
Cc: s 47E(d) @mo.communications.gov.au>; s 22(1)(a)(ii) @mo.communications.gov.au>; s 22(1)(a)(ii) @mo.communications.gov.au>; s 22(1)(a)(ii) @mo.communications.gov.au>

Subject: Ministerial International Travel Request - Minister Wells' Travel to USA - 20 to 27 September 2025 [SEC=PROTECTED, CAVEAT=SH:CABINET]

PROTECTED // CABINET

PROTECTED, SH:CABINET

Good afternoon s 22(1)(a)(ii) ,

Please find attached Ministerial International Travel Request Form including itinerary and program, for Minister Wells' proposed trip to the United States of America to represent the Communications and Sport portfolios at the United Nations General Assembly (UNGA) High-Level Week, for approval by the Prime Minister's Office.

The proposed date of travel is from 20 September to 27 September 2025.

There is no hard copy of this form to follow.

Please do not hesitate to contact me if you have any questions.

Many thanks,

§ 22(1)(a)(ii)

Department Liaison Officer • Office of the Hon Anika Wells MP • Minister for Communications and Minister for Sport
s 47E(d) @mo.communications.gov.au
Ms 22(1)(a)(ii)
GPO Box 594 Canberra, ACT 2601

Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts
CONNECTING AUSTRALIANS • ENRICHING COMMUNITIES • EMPOWERING REGIONS
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Disclaimer

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Ministerial International Travel Request Form

- This form is submitted to the Departmental Liaison Officer in the Prime Minister’s Office with associated documents a **minimum of four** weeks prior to the proposed departure date.
 - Failure to meet this timeframe may mean that a Minister’s international travel request is not approved.
 - The Chief of Staff to the Minister making this request is responsible for the accuracy of this form and makes this travel request on behalf of their Minister.
 - The Chief of Staff should send this form to the PMO DLO, or be cc’d in the email.
 - The templates attached should be used for all submissions.
- Please read the [Ministerial International Travel Guidelines \(the Guidelines\)](#) before completing this form.
- Travel approval is required **before**:
 - A Minister’s participation in international engagements can be confirmed with third parties.
 - Media can be briefed on intended international travel / engagements.
- International travel on sitting days is not typically approved. Written confirmation from the Leader of the House or Chief Government Whip in the Senate is required when submitting this request.

<p>Minister: The Hon Anika Wells MP, Minister for Communications and Minister for Sport</p> <p>Is the minister travelling on behalf of another Minister? No</p> <p>If yes, who: Choose an item.</p>	<p>The Minister intends to depart Australia on: 20/09/2025 8:40 AM</p> <p>And return to Australia on: 27/09/2025 6:45 AM</p>
<p>Destination Country/ies: United States of America</p>	<p>Method of Travel: <u>First preference:</u> Commercial and SPA</p> <p>SPA is the preferred option for flight to New York, with commercial flights for the return to Australia.</p> <p><u>If SPA is selected, please provide the following:</u></p> <p>Has the Department of Defence been consulted regarding cost and availability? No</p> <p>Please provide costing for both SPA and Commercial flight options:</p> <p>SPA flights: \$AUD (TBC but expected to be only a small incremental cost as the SPA will be used to transport the Prime Minister to the same event)</p> <p>Commercial flights: \$40,406.40</p> <p>Commercial and SPA flights: \$AUD (TBC)</p> <p>Please provide a justification as to why SPA flights are required: A justification <i>must</i> be provided where SPA has been selected, including the costs of alternate commercial options.</p>

	<p>Minimal incremental cost as SPA will already be in use to transport the Prime Minister to the same event.</p> <p>It is mandatory that each request to undertake travel by SPA includes commercial flight options and associated costs. This also applies when in-principle agreement has been provided.</p> <p><u>Second preference:</u></p> <p>Commercial.</p> <p>Commercial flights departing and returning to Australia are the second preference.</p>
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Key events and essential purpose of the travel: *Please provide details that demonstrate why the proposed travel is essential and needs to be face-to-face, at the ministerial level and be linked to specific outcomes.*

Proposed travel to the United States (US) to represent the Communications and Sport portfolios at the United Nations General Assembly (UNGA) High-level Week (HLW). Australia will be hosting a high-profile event on *Protecting children in the Digital Age*, bringing together world leaders on children’s online safety, civil society and media. Minister Wells will deliver remarks at the event, as online safety lies within her portfolio responsibilities.

Minister Wells will also engage in events which are part of the official UNGA HLW, and further meetings with international counterparts, industry, academics and subject matter experts on children’s online safety.

The trip will:

- Showcase Australia’s leadership in establishing world-leading social media reform, and encourage action to protect children from potential online harms.
- Promote communications and sport cooperation on a multilateral stage.
- Strengthen relationships with like-minded member states

s 33(a)(iii)

Estimated total costs: AU\$68,360.40 (assuming return commercial flights)

Class of travel

Are the selected flights business class or lower? **Yes**

If not, please provide a reason:

Hotel rooms

Have standard rooms (or equivalent) been selected? **Yes**

If your quote does not indicate ‘standard room’, please provide a reason:

Absences from Parliament

Will the Minister be absent from Parliament? **No**

Absences from Cabinet/Ministry Meetings

Will the Minister be absent from Cabinet, Cabinet Committee or Ministry meetings? **s 47C**

If yes, provide details:

A copy of an email approving your Minister's leave from Parliament must be provided with this request.

s 34(2)

Acting Arrangements

The Hon Tony Burke MP, Minister for Home Affairs, Minister for Immigration and Citizenship, Minister for Cyber Security and Minister for the Arts will act from 20/09/2025 to 26/09/2025

Is an Instrument of Authorisation required? **No**

An Instrument of Authorisation is not required when the acting Minister is appointed to administer the same department(s) as the travelling Minister.

Assistant Ministers are not required to provide acting arrangements.

Typically, only Cabinet Ministers act for other Cabinet Ministers.

Accompanying (MoPS Act) staff

Typically, only one MoPS staff member travels overseas with Ministers.

Please provide the name and position of staff intending to travel with the Minister:

s 22(1)(a)(ii) Senior Adviser.

If more than one MoPS staff member is requested: Please provide justification on why the additional staff member is required and why travelling Departmental / Post officials cannot provide the required support to the Minister.

Note - Departmental officials do not need to be listed. Departmental Liaison Officers do not typically undertake international travel with Ministers.

Pre-departure security briefing

Ministers and staff are required to attend a security briefing prior to departure. Please provide details of the official in your Department who will complete your pre-departure security briefing.

Official's name:	s 22(1)(a)(ii)
Title:	Chief Information Security Officer
Mobile:	s 22(1)(a)(ii)
Email:	s 22(1)(a)(ii)@infrastructure.gov.au

Chief of Staff declaration:

<input checked="" type="checkbox"/>	I have read and understood the Ministerial International Travel Guidelines.
<input checked="" type="checkbox"/>	I understand that the Minister's attendance / participation in engagements listed in this application cannot be confirmed with third parties until travel approval has been provided.
<input checked="" type="checkbox"/>	I confirm that the most cost effective proposal has been put forward in line with the requirements and principles of the <i>Parliamentary Business Resources Act 2017</i> and associated Regulations.
<input checked="" type="checkbox"/>	A full itinerary/program has been provided using the template below with key meetings confirmed.
<input checked="" type="checkbox"/>	All costings have been provided using the template provided below.
<input checked="" type="checkbox"/>	I have scheduled a pre-departure security briefing for my Minister and accompanying staff.
<input type="checkbox"/>	For Ministers planning to travel on Sitting Days: I have attached authorisation for my Minister's leave from Parliament.
<input type="checkbox"/>	For Offices of Assistant Ministers only: I have attached an email from the Chief-of-Staff for the relevant Cabinet Minister supporting this travel.
<p>Name: s 22(1)(a)(ii)</p> <p>Position: Chief of Staff</p> <p>Date: Click or tap to enter a date. 22 August 2025</p> <p>Email: s 22(1)(a)(ii) @ mo.communications.gov.au</p> <p>Phone: s 22(1)(a)(ii)</p>	

**VISIT BY MINISTER WELLS TO THE UNITED STATES OF AMERICA
SATURDAY 20 SEPTEMBER TO SATURDAY 27 SEPTEMBER 2025
(on the ground Saturday 20 September to Thursday 25 September)
FLIGHT ITINERARY**

Local time Saturday 20 September

- 8:40 Depart Brisbane (BNE) on Qantas Airways QF 119, Minister and Senior Adviser
- 13:45 Arrive Auckland (AKL) on Qantas Airways QF 119, Minister and Senior Adviser
- 16:25 Depart Auckland (AKL) on Qantas Airways QF 3, Minister and Senior Adviser
- 16:20 Arrive New York (JFK) on Qantas Airways QF 3, Minister and Senior Adviser

Sunday 21 September – Wednesday 24 September

Events and meetings in New York

Thursday 25 September

- 16:29 Depart New York (JFK) on American Airlines AA 306, Minister and Senior Adviser
- 19:34 Arrive Los Angeles (LAX) on American Airlines AA 306, Minister and Senior Adviser
- 21:35 Depart Los Angeles (LAX) on Qantas Airways QF 16, Senior Adviser
- 21:50 Depart Los Angeles (LAX) on Qantas Airways QF 94, Minister

Friday, 26 September

In transit

Saturday, 27 September

5:25 Arrive Brisbane (BNE) on Qantas Airways QF 16, Senior Adviser

6:45 Arrive Melbourne (MEL) on Qantas Airways QF 94, Minister

Note: Flight details may be incorporated into the draft program. Transit locations should be included.

**VISIT BY MINISTER WELLS TO THE UNITED STATES OF AMERICA
SATURDAY 20 SEPTEMBER TO SATURDAY 27 SEPTEMBER 2025
(on the ground Saturday 20 September to Thursday 25 September)**

COST ESTIMATES

ITEM	ESTIMATE (AUD)
Air Fares – Commercial (assuming return flights)	
Minister Wells (Business)	\$20,203.20
Senior Advisor (Business)	\$20,203.20
	\$40,406.40
Ground transport	
SUV (5 pax) for airport transfers (minimum 4 hour hire at cost of \$1015)	\$2,030.00
	\$2,030.00
Accommodation*	
New York	
s 47E(d)	
Minister Wells, 6 nights, \$1575 per night	\$9,450.00 Standard room
Senior Adviser, 6 nights, \$1575 per night	\$9,450.00 Standard room
	\$18,900.00
Meals and incidentals	
Minister Wells	\$3,800.00
Senior Adviser	\$3,224.00
	\$7,024.00
TOTAL	\$68,360.40

*Accommodation quotes provided by Post

**VISIT BY MINISTER WELLS TO THE UNITED STATES OF AMERICA
SATURDAY 20 SEPTEMBER TO SATURDAY 27 SEPTEMBER 2025
(on the ground Saturday 20 September to Thursday 25 September)
PROGRAM**

Local Time	Saturday, 20 September
8:40	Depart Brisbane
13:45	Arrive Auckland
16:25	Depart Auckland
16:20	Arrive New York <i>Hotel check-in</i>
Local Time	Sunday, 21 September
Time to be confirmed	Meeting with DFAT posted officers (TBC)
Time to be confirmed	Potential attendance at sporting event featuring an Australian team and/or prominent Australian sportsperson. <ul style="list-style-type: none"> The New York Magpies are an amateur Australian Football Club dedicated to establishing and growing the great Australian sport in New York. The team has a home game on 21 September from 9.00am to 10.00am.
Local Time	Monday, 22 September
9:00-10:00	High-level Meeting to Commemorate the 80 th Anniversary of the United Nations (TBC) <ul style="list-style-type: none"> This is the opening meeting of HLW. Attendance will depend on Prime Minister and Foreign Minister engagements.

<p>Time of meetings to be confirmed once itinerary approved by PMO</p>	<p>UNICEF, to discuss UNICEF Australia’s recently released report <i>Algorithmic Kids: Towards Child-Centred AI in Australia</i>.</p> <ul style="list-style-type: none"> • The paper highlights some of the most pressing risks and opportunities AI presents for Australian children and reflects the important contributions of Australia’s work in this space. • With growing national interest and urgency around the impacts of AI on children, including the use of nudify apps, there’s strong potential to build on this momentum together. <p>UN Women, to discuss women’s online safety and technology-facilitated gender-based violence.</p> <ul style="list-style-type: none"> • Given Australia’s ongoing engagement with UN Women and the IPU, there is strong potential to expand the reach of this content and explore further opportunities for collaboration. • Australia has previously partnered with UN Women and the IPU to host a Social Media Self-Defence Session online at the IPU Bureau of Women Parliamentarians during the 150th IPU Assembly in Uzbekistan. <p>UNFPA and members of the Global Partnership for Action on Gender-Based Online Harassment and Abuse to</p> <ul style="list-style-type: none"> • Discuss strategic direction and key reforms. • Shape a forward-looking vision and strategic direction through the new 2025–2026 Global Partnership Roadmap; • Discuss key reforms aimed at streamlining governance and coordination mechanisms; and • Strengthen global outreach and visibility, with a focus on enhanced industry engagement and advocacy efforts.
<p>Time to be confirmed</p>	<p>Any other engagements requested by Prime Minister’s office and/or Foreign Minister’s office.</p>
<p>Local Time</p>	<p>Tuesday, 23 September</p>
<p>Time to be confirmed once media</p>	<p>Proposed media day on Australia’s social media reform – opportunities to be confirmed once PMO have confirmed media schedule</p> <ul style="list-style-type: none"> • Major press conference with Australian and international media.

<p>schedule confirmed with PMO</p>	<ul style="list-style-type: none"> • 1:1 with Australian media. • Pre-record crosses to international media. • The Drew Barrymore Show. • Radio interview on Fitzy & Wippa with Kate Richie on Nova. They will be broadcasting from New York that week.
<p>6:00pm-9:00pm</p>	<p>Anchor event of Digital@UNGA hosted by the International Telecommunications and United Nations Development Programme.</p> <ul style="list-style-type: none"> • This event will bring together government and industry leaders, civil society, youth, and international organizations to elevate, showcase, and celebrate digital technologies as a force for good. • Department to approach about a speaking role once attendance agreed to by PMO.
<p>Time to be confirmed</p>	<p>Any other engagements requested by Prime Minister's office and/or Foreign Minister's office.</p>
<p>Local Time</p>	<p>Wednesday, 24 September</p>
<p>8:00am-10:00am</p>	<p>Australian hosted event <i>Protecting Children in the Digital Age</i> in partnership with 36 Months.</p> <ul style="list-style-type: none"> • Proposed attendees include Prime Minister, Foreign Minister, other countries with interest in the policy, other members of the Australian Parliament who will be in New York, high profile guests and subject matter experts. • This event will: <ul style="list-style-type: none"> ○ Showcase Australia's leadership in establishing landmark social media minimum age law—world-leading reform (focus of PM's speech). ○ Share the 'Australian blueprint' for protecting children and adolescents in a rapidly digitising world (focus of Minister Wells' speech). ○ Call to action on the need to protect children and adolescents in a rapidly digitising world – Australia is here to help and ready to meet any countries who want to pursue similar agendas.
<p>Time of meetings to be confirmed once itinerary</p>	<p>Depending on availability, meet with:</p> <ul style="list-style-type: none"> • UK Government representative for discussion on implementation of online safety reform, including digital duty of care and social media minimum age. <div style="background-color: #cccccc; padding: 10px; font-size: 2em; font-weight: bold; margin-top: 10px;">s 47F</div>

<p>approved by PMO</p>	<p>s 47F</p>
<p>Time to be confirmed</p>	<p>Any other engagements requested by Prime Minister's office and/or Foreign Minister's office.</p>
<p>Local time</p>	<p>Thursday, 25 September</p>
<p>Entire event runs 9:00am-5:30pm. Minister Wells would only attend the plenary session</p>	<p>UNGA 30th Anniversary World Programme of Action for Youth high-level meeting.</p> <ul style="list-style-type: none"> • Theme: <i>'World Programme of Action for Youth at 30: accelerating global progress through intergenerational collaboration'</i>. <p>s 47C</p>
<p>8:45am-10:00am</p>	<p>Clinton Global Initiative Annual Meeting – private roundtable discussion <i>'Architecting a thriving digital future'</i></p> <ul style="list-style-type: none"> • The roundtable will mark the launch of a new cross-sector working group to create a healthier digital ecosystem for youth aged 10–17. • Other attendees include Secretary Hillary Rodham Clinton and Pinterest CEO Bill Ready.
<p>10:00-11:30am</p>	<p>Freedom Online Coalition, <i>'Building on the Foundations: Securing the Future of the Open Internet'</i></p> <ul style="list-style-type: none"> • This event is hosted by the Foreign Minister of Estonia to bring together representatives from government, the technical community, civil society, academia, and the private sector to examine how to strengthen resilience, mitigate risks such as Internet shutdowns and attacks on critical infrastructure, and promote meaningful connectivity, particularly for marginalized communities. <p>s 33(a)(iii)</p>
<p>16:29</p>	<p>Depart New York</p>

Local time	Friday, 26 September
	In transit
Local time	Saturday, 27 September
6:45am	Minister arrive Melbourne
5:25am	Senior Adviser arrive Brisbane

NOTE: This form should not be signed until the travel request has been approved



*Acts Interpretation (Ministerial Acting Arrangements for the [XXX]
Portfolio) Authorisation (No. X) 20XX*

I, [NAME OF MINISTER], Minister for xxx, acting in accordance with sections 19 and 34AAB of the *Acts Interpretation Act 1901*, and all other powers thereunto enabling, as the case requires, hereby authorise [NAME OF ACTING MINISTER], Minister for xxx, to exercise, on my behalf, all my powers and functions, including powers and functions conferred on me by any law of the Commonwealth.

This instrument commences on [date] and ceases to have effect at the end of [date].

Dated

[Name]

Minister for xxx

s 22(1)(a)(ii)

From: DLO
Sent: Tuesday, 26 August 2025 10:35 AM
To: Ministerial Travel
Cc: DLO; s 22(1)(a)(ii)
Subject: FW: Ministerial International Travel Request - Minister Wells' Travel to USA - 20 to 27 September 2025 [SEC=PROTECTED]
Attachments: Updated Ministerial International Travel Form - 26.8.25.pdf

PROTECTED

HI Min Travel team

Please see updated travel form for Wells trip to USA – now includes all commercial costings.

Kind regards,

s 22(1)(a)(ii)

s 22(1)(a)(ii) | Senior Departmental Liaison Officer
 Office of the Prime Minister, the Hon Anthony Albanese MP
 Ministerial and Parliamentary Support | Department of the Prime Minister and Cabinet
 p. s 22(1)(a)(ii) | m. s 22(1)(a)(ii)
 e. s 47E(d) @pm.gov.au | s 22(1)(a)(ii) @pmc.gov.au
 For out-of-hours assistance please contact the DLO duty phone or s 22(1)(a)(ii)

I work on Ngunnawal Country at MG 8, Parliament House, Canberra ACT 2600



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PROTECTED

Good morning s 22(1)(a)(ii),

Thanks for your time on the phone yesterday s 22(1)(a)(ii) much appreciated.

Please find attached updated Ministerial international request form, for PMO approval. Edits have been made in yellow highlighting for ease of convenience.

Please let me know if anything further is required.

Many thanks,

s 22(1)(a)(ii)

Department Liaison Officer • Office of the Hon Anika Wells MP • Minister for Communications and Minister for Sport
s 47E(d) @mo.communications.gov.au
Ms 22(1)(a)(ii)
GPO Box 594 Canberra, ACT 2601

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PROTECTED // CABINET

PROTECTED//CABINET

Good morning s 22(1)(a)(ii)

Thank you for your email – confirming receipt of the Minister’s international travel request.

We will respond to you via email once approval has been provided or if we have any additional questions.

Best

s 22(1)(a)(ii) | Departmental Liaison Officer

Office of the Prime Minister, the Hon. Anthony Albanese MP
 Department of the Prime Minister and Cabinet
 p.s 22(1)(a)(ii) | m.s 22(1)(a)(ii)

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Good afternoon s 22(1)(a)(ii)

Please find attached Ministerial International Travel Request Form including itinerary and program, for Minister Wells' proposed trip to the United States of America to represent the Communications and Sport portfolios at the United Nations General Assembly (UNGA) High-Level Week, for approval by the Prime Minister's Office.

The proposed date of travel is from 20 September to 27 September 2025.

There is no hard copy of this form to follow.

Please do not hesitate to contact me if you have any questions.

Many thanks,

s 22(1)(a)(ii)

Department Liaison Officer • Office of the Hon Anika Wells MP • Minister for Communications and Minister for Sport
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 GPO Box 594 Canberra, ACT 2601



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 - Media can be briefed on intended international travel / engagements.
- International travel on sitting days is not typically approved. Written confirmation from the Leader of the House or Chief Government Whip in the Senate is required when submitting this request.

<p>Minister: The Hon Anika Wells MP, Minister for Communications and Minister for Sport</p> <p>Is the minister travelling on behalf of another Minister? No</p> <p>If yes, who: Choose an item.</p>	<p>The Minister intends to depart Australia on: 20/09/2025 8:40 AM</p> <p>And return to Australia on: 27/09/2025 6:45 AM</p>
<p>Destination Country/ies: United States of America</p>	<p>Method of Travel: <u>First preference:</u> Commercial and SPA SPA is the preferred option for flight to New York, with commercial flights for the return to Australia. <u>If SPA is selected, please provide the following:</u> Has the Department of Defence been consulted regarding cost and availability? No</p> <p>Please provide costing for both SPA and Commercial flight options: <u>First preference</u> Commercial and SPA (expected to have nil additional cost as the SPA will be used to transport the Prime Minister to the same event. Note this option is pending availability of seats on SPA) SPA flights: Nil (TBC) Commercial flights (one way New York to Australia): \$42,068.30 <u>Second preference:</u> Commercial flights (return): \$43,831.08</p>

Please provide a justification as to why SPA flights are required: *A justification must be provided where SPA has been selected, including the costs of alternate commercial options.*

We understand nil additional costs for the SPA as it will already be in use to transport the Prime Minister to the same event. Note this option is pending availability of seats on SPA.

It is mandatory that each request to undertake travel by SPA includes commercial flight options and associated costs. This also applies when in-principle agreement has been provided.

Second preference:

Commercial

Commercial flights departing and returning to Australia are the second preference.

Commercial flights: \$43,831.08

Key events and essential purpose of the travel: *Please provide details that demonstrate why the proposed travel is essential and needs to be face-to-face, at the ministerial level and be linked to specific outcomes.*

Proposed travel to the United States (US) to represent the Communications and Sport portfolios at the United Nations General Assembly (UNGA) High-level Week (HLW). Australia will be hosting a high-profile event on *Protecting children in the Digital Age*, bringing together world leaders on children’s online safety, civil society and media. Minister Wells will deliver remarks at the event, as online safety lies within her portfolio responsibilities.

Minister Wells will also engage in events which are part of the official UNGA HLW, and further meetings with international counterparts, industry, academics and subject matter experts on children’s online safety.

The trip will:

- Showcase Australia’s leadership in establishing world-leading social media reform, and encourage action to protect children from potential online harms.
- Promote communications and sport cooperation on a multilateral stage.
- Strengthen relationships with like-minded member states.

s 33(a)(iii)

Estimated total costs: **AU\$71,785.08 (assuming return commercial flights)**

Class of travel

Are the selected flights business class or lower? **Yes**

If not, please provide a reason:

Hotel rooms

Have standard rooms (or equivalent) been selected? **Yes**

If your quote does not indicate ‘standard room’, please provide a reason:

<p>Absences from Parliament</p> <p>Will the Minister be absent from Parliament? No</p> <p><i>A copy of an email approving your Minister's leave from Parliament must be provided with this request.</i></p>	<p>Absences from Cabinet/Ministry Meetings</p> <p>Will the Minister be absent from Cabinet, Cabinet Committee or Ministry meetings? s 47C</p> <p>If yes, provide details:</p> <p>s 34(2)</p>
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Acting Arrangements

The Hon Tony Burke MP, Minister for Home Affairs, Minister for Immigration and Citizenship, Minister for Cyber Security and Minister for the Arts will act from 20/09/2025 to 26/09/2025

Is an Instrument of Authorisation required? **No**

An Instrument of Authorisation is not required when the acting Minister is appointed to administer the same department(s) as the travelling Minister.

Assistant Ministers are not required to provide acting arrangements.

Typically, only Cabinet Ministers act for other Cabinet Ministers.

Accompanying (MoPS Act) staff

Typically, **only one MoPS staff member** travels overseas with Ministers.

Please provide the name and position of staff intending to travel with the Minister:

s 22(1)(a)(ii) Senior Adviser.

If more than one MoPS staff member is requested: Please provide justification on why the additional staff member is required and why travelling Departmental / Post officials cannot provide the required support to the Minister.

Note - Departmental officials do not need to be listed. Departmental Liaison Officers do not typically undertake international travel with Ministers.

Pre-departure security briefing

Ministers and staff are required to attend a security briefing prior to departure. Please provide details of the official in your Department who will complete your pre-departure security briefing.

Official's name:	s 22(1)(a)(ii)
Title:	Chief Information Security Officer

Mobile:	s 22(1)(a)(ii)
Email:	s 22(1)(a)(ii)@infrastructure.gov.au

Chief of Staff declaration:

- I have read and understood the Ministerial International Travel Guidelines.
- I understand that the Minister's attendance / participation in engagements listed in this application cannot be confirmed with third parties until travel approval has been provided.
- I confirm that the most cost effective proposal has been put forward in line with the requirements and principles of the *Parliamentary Business Resources Act 2017* and associated Regulations.
- A full itinerary/program has been provided using the template below with key meetings confirmed.
- All costings have been provided using the template provided below.
- I have scheduled a pre-departure security briefing for my Minister and accompanying staff.
- For Ministers planning to travel on Sitting Days:** I have attached authorisation for my Minister's leave from Parliament.
- For Offices of Assistant Ministers only:** I have attached an email from the Chief-of-Staff for the relevant Cabinet Minister supporting this travel.

s 22(1)(a)(ii)

Name: [Redacted]

Position: Chief of Staff

Date: 26/08/2025

Email: s 22(1)(a)(ii)@mo.communications.gov.au

Phone: s 22(1)(a)(ii)

**VISIT BY MINISTER WELLS TO THE UNITED STATES OF AMERICA
SATURDAY 20 SEPTEMBER TO SATURDAY 27 SEPTEMBER 2025
(on the ground Saturday 20 September to Thursday 25 September)
FLIGHT ITINERARY (ASSUMING RETURN COMMERCIAL)**

Local time Saturday 20 September

- 08:40 Depart Brisbane (BNE) on Qantas Airways QF 119, Minister and Senior Adviser
- 13:45 Arrive Auckland (AKL) on Qantas Airways QF 119, Minister and Senior Adviser
- 16:25 Depart Auckland (AKL) on Qantas Airways QF 3, Minister and Senior Adviser
- 16:20 Arrive New York (JFK) on Qantas Airways QF 3, Minister and Senior Adviser

Sunday 21 September – Wednesday 24 September

Events and meetings in New York

Thursday 25 September

- 16:29 Depart New York (JFK) on American Airlines AA 306, Minister and Senior Adviser
- 19:34 Arrive Los Angeles (LAX) on American Airlines AA 306, Minister and Senior Adviser
- 21:35 Depart Los Angeles (LAX) on Qantas Airways QF 16, Senior Adviser
- 21:50 Depart Los Angeles (LAX) on Qantas Airways QF 94, Minister

Friday, 26 September

In transit

Saturday, 27 September

5:25 Arrive Brisbane (BNE) on Qantas Airways QF 16, Senior Adviser

6:45 Arrive Melbourne (MEL) on Qantas Airways QF 94, Minister

Note: Flight details may be incorporated into the draft program. Transit locations should be included.

VISIT BY MINISTER WELLS TO THE UNITED STATES OF AMERICA
 SATURDAY 20 SEPTEMBER TO SATURDAY 27 SEPTEMBER 2025
 (on the ground Saturday 20 September to Thursday 25 September)

COST ESTIMATES

ITEM	ESTIMATE (AUD)	
Air Fares – Commercial one way (excluding SPA cost)		
Minister Wells (Business)	\$21,030.51	
Senior Adviser (Business)	\$21,037.79	
		\$42,068.30*
Air Fares – Commercial return (included in total)		
Minister Wells (Business)	\$21,911.90	
Senior Adviser (Business)	\$21,919.18	
		\$43,831.08
Ground transport		
SUV (5 pax) for airport transfers (minimum 4 hour hire at cost of \$1015)	\$2,030.00	
		\$2,030.00
Accommodation*		
New York		
s 47E(d)		
Minister Wells, 6 nights, \$1575 per night	\$9,450.00	Standard room
Senior Adviser, 6 nights, \$1575 per night	\$9,450.00	Standard room
		\$18,900.00
Meals and incidentals		
Minister Wells	\$3,800.00	
Senior Adviser	\$3,224.00	
		\$7,024.00
		\$71,785.08
TOTAL (assuming commercial return flights only)		

*Not included in total cost.

**VISIT BY MINISTER WELLS TO THE UNITED STATES OF AMERICA
SATURDAY 20 SEPTEMBER TO SATURDAY 27 SEPTEMBER 2025
(on the ground Saturday 20 September to Thursday 25 September)
PROGRAM**

Local Time	Saturday, 20 September
08:40	Depart Brisbane
13:45	Arrive Auckland
16:25	Depart Auckland
16:20	Arrive New York <i>Hotel check-in</i>
Local Time	Sunday, 21 September
Time to be confirmed	Meeting with DFAT posted officers (TBC)
Time to be confirmed	Potential attendance at sporting event featuring an Australian team and/or prominent Australian sportsperson. <ul style="list-style-type: none"> The New York Magpies are an amateur Australian Football Club dedicated to establishing and growing the great Australian sport in New York. The team has a home game on 21 September from 9.00am to 10.00am.
Local Time	Monday, 22 September
9:00-10:00am	High-level Meeting to Commemorate the 80 th Anniversary of the United Nations (TBC) <ul style="list-style-type: none"> This is the opening meeting of HLW. Attendance will depend on Prime Minister and Foreign Minister engagements.

<p>Time of meetings to be confirmed once itinerary approved by PMO</p>	<p>UNICEF, to discuss UNICEF Australia’s recently released report <i>Algorithmic Kids: Towards Child-Centred AI in Australia</i>.</p> <ul style="list-style-type: none"> • The paper highlights some of the most pressing risks and opportunities AI presents for Australian children and reflects the important contributions of Australia’s work in this space. • With growing national interest and urgency around the impacts of AI on children, including the use of nudity apps, there’s strong potential to build on this momentum together. <p>UN Women, to discuss women’s online safety and technology-facilitated gender-based violence.</p> <ul style="list-style-type: none"> • Given Australia’s ongoing engagement with UN Women and the IPU, there is strong potential to expand the reach of this content and explore further opportunities for collaboration. • Australia has previously partnered with UN Women and the IPU to host a Social Media Self-Defence Session online at the IPU Bureau of Women Parliamentarians during the 150th IPU Assembly in Uzbekistan. <p>UNFPA and members of the Global Partnership for Action on Gender-Based Online Harassment and Abuse to</p> <ul style="list-style-type: none"> • Discuss strategic direction and key reforms. • Shape a forward-looking vision and strategic direction through the new 2025–2026 Global Partnership Roadmap; • Discuss key reforms aimed at streamlining governance and coordination mechanisms; and • Strengthen global outreach and visibility, with a focus on enhanced industry engagement and advocacy efforts.
<p>Time to be confirmed</p>	<p>Any other engagements requested by Prime Minister’s office and/or Foreign Minister’s office.</p>
<p>Local Time</p>	<p>Tuesday, 23 September</p>
<p>Time to be confirmed once media</p>	<p>Proposed media day on Australia’s social media reform – opportunities to be confirmed once PMO have confirmed media schedule</p> <ul style="list-style-type: none"> • Major press conference with Australian and international media.

<p>schedule confirmed with PMO</p>	<ul style="list-style-type: none"> • 1:1 with Australian media. • Pre-record crosses to international media. • The Drew Barrymore Show. • Radio interview on Fitzy & Wippa with Kate Richie on Nova. They will be broadcasting from New York that week.
<p>6:00-9:00pm</p>	<p>Anchor event of Digital@UNGA hosted by the International Telecommunications and United Nations Development Programme.</p> <ul style="list-style-type: none"> • This event will bring together government and industry leaders, civil society, youth, and international organizations to elevate, showcase, and celebrate digital technologies as a force for good. • Department to approach about a speaking role once attendance agreed to by PMO.
<p>Time to be confirmed</p>	<p>Any other engagements requested by Prime Minister's office and/or Foreign Minister's office.</p>
<p>Local Time</p>	<p>Wednesday, 24 September</p>
<p>8:00-10:00am</p>	<p>Australian hosted event <i>Protecting Children in the Digital Age</i> in partnership with 36 Months.</p> <ul style="list-style-type: none"> • Proposed attendees include Prime Minister, Foreign Minister, other countries with interest in the policy, other members of the Australian Parliament who will be in New York, high profile guests and subject matter experts. • This event will: <ul style="list-style-type: none"> ○ Showcase Australia's leadership in establishing landmark social media minimum age law—world-leading reform (focus of PM's speech). ○ Share the 'Australian blueprint' for protecting children and adolescents in a rapidly digitising world (focus of Minister Wells' speech). ○ Call to action on the need to protect children and adolescents in a rapidly digitising world – Australia is here to help and ready to meet any countries who want to pursue similar agendas.
<p>Time of meetings to be confirmed once itinerary</p>	<p>Depending on availability, meet with:</p> <ul style="list-style-type: none"> • UK Government representative for discussion on implementation of online safety reform, including digital duty of care and social media minimum age. <div data-bbox="336 1973 1318 2105" style="background-color: #cccccc; padding: 10px; font-size: 2em; font-weight: bold; margin-top: 10px;"> s 47F </div>

<p>approved by PMO</p>	<p style="text-align: center; font-size: 48pt; font-weight: bold;">s 47F</p>
<p>Time to be confirmed</p>	<p>Any other engagements requested by Prime Minister's office and/or Foreign Minister's office.</p>
<p>Local time</p>	<p>Thursday, 25 September</p>
<p>Entire event runs 9:00am-5:30pm. Minister Wells would only attend the plenary session</p>	<p>UNGA 30th Anniversary World Programme of Action for Youth high-level meeting.</p> <ul style="list-style-type: none"> Theme: <i>'World Programme of Action for Youth at 30: accelerating global progress through intergenerational collaboration'</i>. <p style="text-align: center; font-size: 24pt; font-weight: bold;">s 47C</p>
<p>8:45-10:00am</p>	<p>Clinton Global Initiative Annual Meeting – private roundtable discussion <i>'Architecting a thriving digital future'</i></p> <ul style="list-style-type: none"> The roundtable will mark the launch of a new cross-sector working group to create a healthier digital ecosystem for youth aged 10–17. Other attendees include Secretary Hillary Rodham Clinton and Pinterest CEO Bill Ready.
<p>10:00-11:30am</p>	<p>Freedom Online Coalition, <i>'Building on the Foundations: Securing the Future of the Open Internet'</i></p> <ul style="list-style-type: none"> This event is hosted by the Foreign Minister of Estonia to bring together representatives from government, the technical community, civil society, academia, and the private sector to examine how to strengthen resilience, mitigate risks such as Internet shutdowns and attacks on critical infrastructure, and promote meaningful connectivity, particularly for marginalized communities. <p style="text-align: center; font-size: 24pt; font-weight: bold;">s 33(a)(iii)</p>
<p>16:29</p>	<p>Depart New York</p>

Local time	Friday, 26 September
	In transit
Local time	Saturday, 27 September
6:45	Minister arrive Melbourne
5:25	Senior Adviser arrive Brisbane

NOTE: This form should not be signed until the travel request has been approved



*Acts Interpretation (Ministerial Acting Arrangements for the [XXX]
Portfolio) Authorisation (No. X) 20XX*

I, [NAME OF MINISTER], Minister for xxx, acting in accordance with sections 19 and 34AAB of the *Acts Interpretation Act 1901*, and all other powers thereunto enabling, as the case requires, hereby authorise [NAME OF ACTING MINISTER], Minister for xxx, to exercise, on my behalf, all my powers and functions, including powers and functions conferred on me by any law of the Commonwealth.

This instrument commences on [date] and ceases to have effect at the end of [date].

Dated

[Name]

Minister for xxx

s 22(1)(a)(ii)

From: DLO
Sent: Friday, 12 September 2025 3:45 PM
To: s 22(1)(a)(ii)@mo.communications.gov.au
Cc: DLO; Gartrell, Tim; s 22(1)(a)(ii) Ministerial Travel; 'IPEA'; s 47E(d) @mo.arts.gov.au; s 22(1)(a)(ii)@homeaffairs.gov.au; s 22(1)(a)(ii)
Subject: APPROVAL – International Travel – Minister Wells – United States of America – 20 to 27 September 2025 [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Dear s 22(1)(a)(ii),

I refer to your correspondence dated 26 August 2025 seeking approval for the Hon Anika Wells MP, Minister for Communications and Minister for Sport, to travel to the United States of America from 20 to 27 September 2025.

The Prime Minister has asked me to convey to you that:

- He has approved Minister Wells' travel to the United States of America from 20 to 27 September 2025, accompanied by one adviser.
- Minister Wells and her adviser are also approved to travel by Special Purpose Aircraft, accompanying the Prime Minister and his travelling delegation.
- Minister Wells and the adviser travelling are required to participate in a security briefing prior to departure, which is to be organised by your Department. Your Department is required to coordinate this briefing with relevant security agencies.
- It is noted that the Hon Tony Burke MP, Minister for Home Affairs, Minister for Immigration and Citizenship, Minister for Cyber Security and Minister for the Arts, will act as the Minister for Communications and Minister for Sport, while Minister Wells is absent.
 - As Minister Burke is appointed to administer the Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts, there is no requirement for an Instrument of Authorisation.
- Your office is responsible for giving the Independent Parliamentary Expenses Authority the details of the staff member who will accompany the Minister. Email advice should be sent to s 47E(d) @ipea.gov.au.
- The [Ministerial International Travel Guidelines](#) (June 2025) are available from the PM&C website.

Kind regards

s 22(1)(a)(ii)

s 22(1)(a)(ii) | Departmental Liaison Officer
 Office of the Prime Minister, the Hon Anthony Albanese MP
 Ministerial and Parliamentary Support | Department of the Prime Minister and Cabinet
 p. s 22(1)(a)(ii) | m. s 22(1)(a)(ii)
 e: s 47E(d) @pm.gov.au | s 22(1)(a)(ii) @pmc.gov.au

For out-of-hours assistance please contact the DLO duty phone on s 22(1)(a)(ii)
I work on Ngunnawal Country at MG10 | Parliament House, Canberra ACT 2600.



The Department of the Prime Minister and Cabinet (PM&C) would like to acknowledge the Traditional Custodians of Country throughout Australia and their continuing spiritual, social and cultural relationship with the land, waters, skies and community. We pay our respects to their Elders past and present, and to their community leaders, and extend that respect to all Aboriginal and Torres Strait Islander peoples.



s 22(1)(a)(ii)

From: DLO
Sent: Thursday, 16 October 2025 1:12 PM
To: Ministerial Travel
Cc: DLO
Subject: FW: MS25-000525 Final costs - WELLS - USA [SEC=OFFICIAL]
Attachments: B15916160-s 22(1)(a)(ii) -Itinerary-&-Costing---Full.pdf; B15916158-WELLS_ANIKA-MS-Itinerary-&-Costing---Full.pdf

OFFICIAL

Hi Min Travel team,

To close the loop on the Minister Well's trip to America from 22 Sept to 27 Sept – please see below and attached.

Kind regards,

s 22(1)(a)(ii)

() | Senior Departmental Liaison Officer
 Office of the Prime Minister, the Hon Anthony Albanese MP
 Ministerial and Parliamentary Support | Department of the Prime Minister and Cabinet
 p. s 22(1)(a)(ii) | m s 22(1)(a)(ii)
 e. s 47E(d) @pm.gov.au | s 22(1)(a)(ii) @pmc.gov.au
 For out-of-hours assistance please contact the DLO duty phone on s 22(1)(a)(ii)

I work on Ngunnawal Country at MG 8, Parliament House, Canberra ACT 2600



The Department of the Prime Minister and Cabinet (PM&C) would like to acknowledge the Traditional Custodians of Country throughout Australia and their continuing spiritual, social and cultural relationship with the land, waters, skies and community. We pay our respects to their Elders past and present, and to their community leaders, and extend that respect to all Aboriginal and Torres Strait Islander peoples.



From: s 22(1)(a)(ii) @pm.gov.au>
Sent: Thursday, 16 October 2025 12:52 PM
To: s 47E(d) @pm.gov.au>
Subject: RE: MS25-000525 Final costs - WELLS - USA [SEC=OFFICIAL]

OFFICIAL

Hi team,

Minister Wells' Chief of Staff has advised that the total final cost of their trip was \$90,771.95

This includes new commercial outbound flights (attached), and incorporates any savings on accommodation and ground transport noting the trip was shortened.

Please let me know if further information is required.

Best,

s 22(1)(a)(ii)

Office of the Prime Minister, The Hon. Anthony Albanese MP
Parliament House, Canberra ACT 2600

I acknowledge the Traditional Owners of the lands and waters where I work. I pay my respect to their culture, and their elders past, present and emerging.

This email is confidential and may be privileged. If you have received this email by mistake: (1) please notify me immediately and delete the email; (2) you must not use this email or its contents; and (3) confidentiality or privilege is not waived



Saturday 20 September 2025 10:52 - Sydney, NSW

Itinerary for
WELLS/ANIKA

Booking Number: B15916158
PNR Reference: INIAIL
Consultant: s 22(1)(a)(ii)
Booked By: s 22(1)(a)(ii)
Departure Date: 22 Sep 25
Debtor: Independent Parliamentary Expenses Authority (IPEA)
Return Date: 22 Sep 25

CTM CONTACT INFORMATION

Should you require assistance with booking changes or amendments, please contact CTM 24/7 on the following numbers:

Within Australia - s 47E(d)
Outside Australia - s 47E(d)
Email: s 47E(d)@travelctm.com

PLEASE CHECK YOUR ITINERARY

Please check your itinerary is correct and contact CTM for any changes.

E-TICKETS

s 47E(d)

Date	Service	Details		
Monday 22 Sep 25	Flight	Airline:	AIR NEW ZEALAND	Flight NZ0146
		Departure Date:	Mon 22 Sep 25 at 12:15	BRISBANE, AUSTRALIA
		Arrival Date:	Mon 22 Sep 25 at 17:20	AUCKLAND, NEW ZEALAND
		Aircraft:	BOEING 787	
		Class:	D - Business	
		Stops:	Non-Stop	
		Airline Reference:	s 47E(d)	
		Status:	Confirmed	
		Baggage:	3 pieces	
		Details:	BRISBANE, AUSTRALIA (TERMINAL - INTERNATIONAL) AUCKLAND, NEW ZEALAND (TERMINAL - INTERNATIONAL), Dept Time 22-09-2025 12:15, Arrival Time 22-09-2025 17:20 - Travelling time: 3 hrs 5 mins - Meal Service: Lunch	

Saturday 20 September 2025 10:52 - Sydney, NSW

Monday 22 Sep 25	Flight	Airline:	AIR NEW ZEALAND	Flight NZ0002
		Departure Date:	Mon 22 Sep 25 at 19:25	AUCKLAND, NEW ZEALAND
		Arrival Date:	Mon 22 Sep 25 at 19:35	JOHN F KENNEDY, NY
		Aircraft:	BOEING 787	
		Class:	D - Business	
		Stops:	Non-Stop	
		Airline Reference:	s 47E(d)	
		Status:	Confirmed	
		Baggage:	3 pieces	
		Details:	AUCKLAND, NEW ZEALAND (TERMINAL - INTERNATIONAL) JOHN F KENNEDY, NY (TERMINAL - TERMINAL 1), Dept Time 22-09-2025 19:25, Arrival Time 22-09-2025 19:35 - Travelling time: 16 hrs 10 mins - Meal Service: Breakfast, Dinner	

Insurance/Visa**Visa Requirement:** Need to acquire**Frequent Flyer Numbers**WELLS/ANIKA
FF QF s 47F
FF Velocity Frequent Flyer s 47F**Ticket Numbers**

TKT NZ 2760610515 - WELLS/ANIKA - ADULT - BNE-AKL-JFK

Pre Pay	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Ticket	NZ - D - Business 2760610515 - 20 Sep 25 - ADULT 22 Sep 25 BRISBANE- AUCKLAND- JOHN F KENNEDY	16200.00	224.07	0.00	16424.07
	Due	16200.00	224.07	0.00	16424.07
	Total Booking Cost Inc Pay Direct			0.00	16424.07

Final Ticket Date: 20 Sep 25

CTM Global Privacy Policy

For more information on the CTM Global Privacy Policy please refer to:
<https://www.travelctm.com/global-privacy-policy/>

Travel Advice

For both domestic and international travel we recommend travellers familiarise themselves with destination and supplier policies regarding health and safety requirements. This may include border restrictions, travel permits and vaccination or testing information.

For international travel it is the passenger's responsibility to contact the Department of Foreign Affairs and Trade (DFAT) or visit their website at <https://www.smartraveller.gov.au> for general travel advice, as well as specific destination advice (including safety alert levels).

CTM's Risk Hub tool can support travel arrangers and travellers in finding the latest and most reliable travel and health intelligence. For more information on CTM's travel tools, visit <https://au.travelctm.com/technology>.

For other general enquiries relating to CTM or our booking tool, visit our FAQs page on our website here: <https://au.travelctm.com/ctm-customer-faqs>.

UK Electronic Travel Authorisation (ETA) Requirements

Beginning January 2025, citizens from many countries, including Australia & New Zealand, will need to have an approved Electronic Travel Authorisation (ETA) before visiting the UK. This requirement applies to both business and leisure travellers and must be completed and approved online prior to departure.

The ETA is part of the UK's digital visa waiver program, and all travellers should ensure they meet entry requirements, including having a valid passport. For more information and to apply, please visit the official UK Government website: Apply for an electronic travel authorisation (ETA) - GOV.UK Please ensure you review these requirements in advance of your travel date.

INTERNATIONAL FLIGHTS: E-TICKET

If you are travelling on an Electronic Ticket (E-Ticket) on an International Flight you MUST have a copy of your electronic ticket plus your current passport. Failure to have either of these could result in you experiencing long delays at check in or denied boarding.

INTERNATIONAL FLIGHTS: IMPORTANT TRAVEL INFORMATION

PRICES:

Prices are inclusive of GST where applicable. Prices are subject to change at anytime until booking is paid in full and documentation issued. As much notice as possible will be given in the event of price increases.

FOREIGN CURRENCY:

If your flight was paid in foreign currency, the amount on your itinerary/invoice may vary to your credit card statement. This is due to the fare amount and taxes being based on the current exchange rate at the time of booking creation.

AIRPORT TAXES:

Departure and security taxes are mandatory. Any taxes that are payable prior to your departure will be factored into your travel booking cost. There may be additional taxes which are payable throughout your journey. Please ask for further details.

CANCELLATION AND AMENDMENT FEES:

Cancellations may incur charges. Please refer to your consultant for more information.

TRAVEL WARNINGS / DFAT:

We strongly recommend that you refer to www.smartraveller.gov.au or www.dfat.gov.au in regards to any travel warnings which may be posted for the country you are due to visit. As these constantly change it is the travellers responsibility to ensure they are fully briefed and aware before travelling.

PASSPORT / VISA + HEALTH Information

- It is important to advise your name as it appears on your passport. Failure to do so will result in you being denied boarding of your flight.
- All travellers must have a valid passport and many countries require at least 6 months validity from the date of entry and two clear adjacent pages. Failure to comply may result in you being denied boarding of the aircraft or entry into the country you are visiting.
- Advise your consultant if you are not travelling on an Australian Passport as a re-entry visa to Australia may be applicable.
- Visas may be required for your trip. These are the responsibility of the traveller however please ask us about your requirements as we are able to assist by obtaining the information from an external visa advisory service provider on your behalf. We do not guarantee the accuracy of 3rd party information and accept no liability for any loss or damage which you may suffer in reliance on it. Visa information and processing available at www.travelctm.com/visas.
- Vaccinations may also be required for your trip. For more information please consult your local GP or go to www.traveldoctor.com.au.
- It is your responsibility to ensure you have read and understood all above conditions. Any fines, penalties, payments or expenditures incurred as a result of such documents not meeting the requirements of those authorities will be your sole responsibility.

Limits on Powders and Liquids for International flights

Liquid, Gel, Aerosol and Powder Restrictions for International Flights, Domestic Australian Flights Leaving from an International Terminal & Flights Entering the US:

For a comprehensive guide to these new Australian Government restrictions and a list of organic and inorganic powders examples please see <https://www.homeaffairs.gov.au/about-us/what-we-do/travelsecure/carry-on-baggage>

For more information on new TSA powder restrictions for carry-on luggage on all flights to the United States please see: <https://www.tsa>.

gov/travel/security-screening/whatcanibring/all

IATA

Transportation and other services provided by the carrier are subject to conditions of contract and other important notices which are delivered with this itinerary/receipt and form part of the nearest office of the issuing airline or travel agent to obtain a copy prior to the commencement of your trip. Notice if the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss or damage to baggage.



Saturday 20 September 2025 10:52 - Sydney, NSW

Itinerary for
s 22(1)(a)(ii)

Booking Number: B15916160
PNR Reference: SXUHER
Consultant: s 22(1)(a)(ii)
Booked By: s 22(1)(a)(ii)
Departure Date: 22 Sep 25
Debtor: Independent Parliamentary Expenses Authority (IPEA)
Return Date: 22 Sep 25

CTM CONTACT INFORMATION

Should you require assistance with booking changes or amendments, please contact CTM 24/7 on the following numbers:

Within Australia - s 47E(d)
Outside Australia - s 47E(d)
Email: s 47E(d)@travelctm.com

PLEASE CHECK YOUR ITINERARY

Please check your itinerary is correct and contact CTM for any changes.

E-TICKETS

s 47E(d)

Date	Service	Details		
Monday 22 Sep 25	Flight	Airline:	AIR NEW ZEALAND	Flight NZ0146
		Departure Date:	Mon 22 Sep 25 at 12:15	BRISBANE, AUSTRALIA
		Arrival Date:	Mon 22 Sep 25 at 17:20	AUCKLAND, NEW ZEALAND
		Aircraft:	BOEING 787	
		Class:	C - Business Class	
		Stops:	Non-Stop	
		Airline Reference:	s 47E(d)	
		Status:	Confirmed	
		Baggage:	3 pieces	
		Details:	BRISBANE, AUSTRALIA (TERMINAL - INTERNATIONAL) AUCKLAND, NEW ZEALAND (TERMINAL - INTERNATIONAL), Dept Time 22-09-2025 12:15, Arrival Time 22-09-2025 17:20 - Travelling time: 3 hrs 5 mins - Meal Service: Lunch	

Monday 22 Sep 25	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details:	AIR NEW ZEALAND Mon 22 Sep 25 at 19:25 Mon 22 Sep 25 at 19:35 BOEING 787 C - Business Class Non-Stop § 47E(d) Confirmed 3 pieces AUCKLAND, NEW ZEALAND (TERMINAL - INTERNATIONAL) JOHN F KENNEDY, NY (TERMINAL - TERMINAL 1), Dept Time 22-09-2025 19:25, Arrival Time 22-09-2025 19:35 - Travelling time: 16 hrs 10 mins - Meal Service: Breakfast, Dinner	Flight NZ0002 AUCKLAND, NEW ZEALAND JOHN F KENNEDY, NY
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Insurance/Visa

Visa Requirement: Need to acquire

Frequent Flyer Numbers

§ 22(1)(a)(ii) FF QF § 47F
FF Velocity Frequent Flyers 47F

Ticket Numbers

TKT NZ 2760610516 - § 22(1)(a)(ii) - ADULT - BNE-AKL-JFK

Pre Pay	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Ticket	NZ - C - Business Class 2760610516 - 20 Sep 25 - ADULT 22 Sep 25 BRISBANE- AUCKLAND- JOHN F KENNEDY	17312.00	224.07	0.00	17536.07
Due		17312.00	224.07	0.00	17536.07
Total Booking Cost Inc Pay Direct				0.00	17536.07

Final Ticket Date: 20 Sep 25

CTM Global Privacy Policy

For more information on the CTM Global Privacy Policy please refer to:
<https://www.travelctm.com/global-privacy-policy/>

Travel Advice

For both domestic and international travel we recommend travellers familiarise themselves with destination and supplier policies regarding health and safety requirements. This may include border restrictions, travel permits and vaccination or testing information.

For international travel it is the passenger's responsibility to contact the Department of Foreign Affairs and Trade (DFAT) or visit their website at <https://www.smartraveller.gov.au> for general travel advice, as well as specific destination advice (including safety alert levels).

CTM's Risk Hub tool can support travel arrangers and travellers in finding the latest and most reliable travel and health intelligence. For more information on CTM's travel tools, visit <https://au.travelctm.com/technology>.

For other general enquiries relating to CTM or our booking tool, visit our FAQs page on our website here: <https://au.travelctm.com/ctm-customer-faqs>.

UK Electronic Travel Authorisation (ETA) Requirements

Beginning January 2025, citizens from many countries, including Australia & New Zealand, will need to have an approved Electronic Travel Authorisation (ETA) before visiting the UK. This requirement applies to both business and leisure travellers and must be completed and approved online prior to departure.

The ETA is part of the UK's digital visa waiver program, and all travellers should ensure they meet entry requirements, including having a valid passport. For more information and to apply, please visit the official UK Government website: Apply for an electronic travel authorisation (ETA) - GOV.UK Please ensure you review these requirements in advance of your travel date.

INTERNATIONAL FLIGHTS: E-TICKET

If you are travelling on an Electronic Ticket (E-Ticket) on an International Flight you MUST have a copy of your electronic ticket plus your current passport. Failure to have either of these could result in you experiencing long delays at check in or denied boarding.

INTERNATIONAL FLIGHTS: IMPORTANT TRAVEL INFORMATION

PRICES:

Prices are inclusive of GST where applicable. Prices are subject to change at anytime until booking is paid in full and documentation issued. As much notice as possible will be given in the event of price increases.

FOREIGN CURRENCY:

If your flight was paid in foreign currency, the amount on your itinerary/invoice may vary to your credit card statement. This is due to the fare amount and taxes being based on the current exchange rate at the time of booking creation.

AIRPORT TAXES:

Departure and security taxes are mandatory. Any taxes that are payable prior to your departure will be factored into your travel booking cost. There may be additional taxes which are payable throughout your journey. Please ask for further details.

CANCELLATION AND AMENDMENT FEES:

Cancellations may incur charges. Please refer to your consultant for more information.

TRAVEL WARNINGS / DFAT:

We strongly recommend that you refer to www.smartraveller.gov.au or www.dfat.gov.au in regards to any travel warnings which may be posted for the country you are due to visit. As these constantly change it is the travellers responsibility to ensure they are fully briefed and aware before travelling.

PASSPORT / VISA + HEALTH Information

- It is important to advise your name as it appears on your passport. Failure to do so will result in you being denied boarding of your flight.
- All travellers must have a valid passport and many countries require at least 6 months validity from the date of entry and two clear adjacent pages. Failure to comply may result in you being denied boarding of the aircraft or entry into the country you are visiting.
- Advise your consultant if you are not travelling on an Australian Passport as a re-entry visa to Australia may be applicable.
- Visas may be required for your trip. These are the responsibility of the traveller however please ask us about your requirements as we are able to assist by obtaining the information from an external visa advisory service provider on your behalf. We do not guarantee the accuracy of 3rd party information and accept no liability for any loss or damage which you may suffer in reliance on it. Visa information and processing available at www.travelctm.com/visas.
- Vaccinations may also be required for your trip. For more information please consult your local GP or go to www.traveldoctor.com.au.
- It is your responsibility to ensure you have read and understood all above conditions. Any fines, penalties, payments or expenditures incurred as a result of such documents not meeting the requirements of those authorities will be your sole responsibility.

Limits on Powders and Liquids for International flights

Liquid, Gel, Aerosol and Powder Restrictions for International Flights, Domestic Australian Flights Leaving from an International Terminal & Flights Entering the US:

For a comprehensive guide to these new Australian Government restrictions and a list of organic and inorganic powders examples please see <https://www.homeaffairs.gov.au/about-us/what-we-do/travelsecure/carry-on-baggage>

For more information on new TSA powder restrictions for carry-on luggage on all flights to the United States please see: <https://www.tsa>.

gov/travel/security-screening/whatcanibring/all

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