

## **Policy – overseas travel for parolees**

1. Applications will be determined on a case by case basis by reference to the purpose of parole, which is the rehabilitation of the offender through their re-integration into the community under supervision.
2. Applications must be accompanied by a written report by the parole officer outlining any relevant information, including (but not limited to):
  - a) the reason(s) for travel, including supporting documentary evidence such as medical reports.
  - b) the proposed itinerary, including dates and accommodation
  - c) the name(s) of any persons accompanying the parolee during their travel
  - d) details of the parolee's current employment
  - e) the parolee's response to supervision, and
  - f) whether the application is supported by the parole officer.
3. Applicants who are no longer under parole supervision should ensure that their written application addresses the criteria outlined in (2)(a) - (d).
4. In the first 25% of the parole period, travel will only be approved in urgent exceptional circumstances. Urgent exceptional circumstances will be determined on a case by case basis, but may include visiting a terminally ill immediate family member. The maximum period of travel will be four weeks.
5. For the remainder of the parole period, travel will only be approved for a legitimate reason that cannot be delayed until the end of the parole period. Legitimate reasons for travel will be determined on a case by case basis, but may include a visit to ill relatives or attendance at a family event such as a reunion. The maximum period of travel will be six weeks.
6. Each applicant will be the subject of checks by the Australian Federal Police and police in each State and Territory. As these checks can take some time, applicants should ensure that their application is submitted well in advance of their intended departure date. Applications can take up to three months to process.
7. As overseas travel necessarily requires an applicant to depart the State or Territory in which they reside, they must also seek the permission of the relevant authority in their State or Territory if permission to travel is granted by the Commonwealth.
8. Applicants should not book air tickets before permission to travel is granted by all relevant persons.