

18 November 2024

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Tēnā koe Paul

Reporting requirements notice: Approved information sharing agreement between the Department of Internal Affairs and the Registrar-General, Births, Deaths and Marriages.

I am writing to formalise updates to the reporting requirements for the approved information sharing agreement (AISA) between the Department of Internal Affairs and the Registrar-General, Births, Deaths and Marriages to enable both parties to deliver public services more efficiently.

The updates to the reporting requirements are outlined in new Schedule F.

Part 7 of the Privacy Act 2020 and the Privacy Regulations 2020 set out the details that I can require the Department of Internal Affairs to report on. I have considered the cost of reporting, the degree of public interest in the sharing arrangement and the impact on individuals' privacy.

These requirements will be modified as further identity related processes covered by the AISA are implemented by the Department of Internal Affairs.

As an important transparency measure, this letter and the notice will be published on our website.

The Department of Internal Affairs contact person for this matter is Shaun Ritchie, Manager Privacy.

Yours sincerely



Michael Webster
Privacy Commissioner

Reporting requirements notice: approved information sharing agreement (AISA)

To: Department of Internal Affairs (lead agency)

Under sections 154(1)(b), 155, 156 of the Privacy Act 2020 and clause 13 of the Privacy Regulations 2020, the Privacy Commissioner has specified the following reporting in respect of the approved information sharing agreement listed in schedule 2 of the Privacy Act between Department of Internal Affairs and the Registrar-General, Births, Deaths and Marriages to facilitate the provision of identity services:

The Department of Internal Affairs will collate the following information annually (for the period between 1 July and 30 June) and report the information in its annual report for that year.

Items to be reported on for the entire AISA

Assurance

- Details of any amendments made to the agreement (including schedules) since the Order in Council came into force (if the first report), or since the last report prepared (if the report is not the first report prepared).



Michael Webster
Privacy Commissioner

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Schedule A: Citizenship by grant applications (Appendix A)**Scale**

- Number of citizenship applications (individuals)
- Number of citizenship applications granted
- Number of individuals provided with notice (under s 96Q)
- Number of notices challenged
- Number of individuals not provided with notice (under s 96Q)
- Number of individuals who were declined Citizenship
- Number of individuals who withdrew their Citizenship application
- Number of investigations or civil proceedings (i.e. DIA actions j or k) under paragraph 10 of the AISA.)
- Number of complaints received about an alleged interference with privacy under the agreement and the disposition of those complaints.

Assurance

- Whether an audit or other assurance process has been undertaken.

Schedule B: Provision of death information for expired passport-holders contact initiative (Appendix B)***Scale***

- Total number of expired passports included in the match
- Number of deceased passports holders identified as a result of this match

**Schedule C: Provision of information to support automated passport issuance
(Appendix C)*****Scale***

- Number of passport applications (individuals)
- Number of passport applications automatically issued
- Number of matches to authoritative records

Assurance

- Whether an audit or other assurance process has been undertaken.

Schedule D: Creation of person record for previous passport applicants (Appendix D)***Scale***

- Number of person records created
- Number of person records created for deceased individuals (one-off report)
- Number of apparent duplicate records identified for manual consideration

Assurance

- Whether an audit or other assurance process has been undertaken

Schedule E: Provision of information to support manual passport issuance (Appendix E)***Scale***

- Number of passport applications (individuals)
- Number of passport applications manually considered
- Number of adverse action letters sent
- Number of manual searches
- Number of manual matches
- Number of stale cancelled applications

Assurance

- Whether an audit or other assurance process has been undertaken

Schedule F: Confirmation letters (Appendix F)***Scale***

- Number of each confirmation type issued
- Number of matches found with a death record
- Number of matches where birth record confirmed citizenship
- Number of matches where passport confirmed citizenship
- Number of each type of confirmation application withdrawn
- Number of adverse action letters sent
- Number of adverse actions contested

Assurance

- Whether an audit or other assurance process has been undertaken