From: Fiona Toogood[redacted]
Sent: Fri 21/04/2023 8:51:27 AM (UTC)
To: PENNISI, Lisa[redacted]
Cc: Emma Kinnane[redacted]
Subject: CM: FW: TRIM: Michael De'Ath - Overseas Travel Application
Attachment: APPROVED VERSION OF PBN DOC2353712.pdf
Attachment: APPROVED VERSION OF ATTACHMENT 3 - Travel approval.pdf
Attachment: Updated approval

Hi Lisa

I have been sent this email to obtain Rachel's approval for the additional cost for Michael De'Ath overseas trip.

[redacted]

[redacted]

Minister Grace's approval is [redacted]

[redacted]

Thank you

Queensland Government **Fiona Toogood-Tetley**
Senior Executive Officer to the Director-General
Office of the Director-General
Department of the Premier and Cabinet
[redacted]

From: Emma Kinnane [redacted]
Sent: Friday, April 21, 2023 3:09 PM
To: Fiona Toogood [redacted]
Cc: Evaan Shprem [redacted] Emma Kinnane [redacted] Sarah Lakes [redacted]
Subject: Fwd: TRIM: Michael De'Ath - Overseas Travel Application

Hi Fi

Are you able to see the below and see if you can ask Rachel is she is ok to approve the difference in cost for Michael DeAth?

Noting it's urgent so seeing if ok to approve via email?

Thanks Fi
Regards

Emma Kinnane
A/Executive Director
Office of the Director-General
Department of Premier and Cabinet
[redacted]

From: Evaan Shprem [redacted]
Sent: Friday, April 21, 2023 2:47:40 PM
To: Emma Kinnane [redacted] Sarah Lakes [redacted]
Subject: FW: RE: TRIM: Michael De'Ath - Overseas Travel Application

Hi Emma and Sarah

I've just received the below email from QED regarding DG De'Ath's approved overseas travel accompanying Minister Grace this Sunday 23 April 2023 (approved under TF/23/3778).

[redacted]

Yours sincerely

Queensland Government **Evaan Shprem**
Acting Principal Advisor
Executive Correspondence Unit
Department of the Premier and Cabinet
[redacted]
1 William Street, Level 29, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: PENNISI, Lisa [redacted]
Sent: Friday, April 21, 2023 2:25 PM
To: Evaan Shprem [redacted]
Subject: RE: RE: TRIM: Michael De'Ath - Overseas Travel Application

Good afternoon Evaan

[redacted]

Regards
Lisa Pennisi
Senior Executive Officer to the Director-General, Michael De'Ath

Queensland Government Office of the Director-General
Department of Education
[redacted]
Level 37 | 1 William Street | Brisbane QLD 4000
PO Box 15033 | City East QLD 4002

Please consider the environment before printing this email.



From: Evaan Shprem [redacted]
Sent: Thursday, 23 March 2023 5:08 PM
To: PENNISI, Lisa [redacted]
Subject: CM: RE: TRIM: Michael De'Ath - Overseas Travel Application

Hi Lisa

Please find attached approved copies of the external brief and travel approval form.

The hardcopies are available for collection from ECU at your convenience.

Yours sincerely

Queensland Government **Evaan Shprem**
Acting Principal Advisor
Executive Correspondence Unit
Department of the Premier and Cabinet
[redacted]
1 William Street, Level 29, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: PENNISI, Lisa [redacted]
Sent: Wednesday, March 15, 2023 3:12 PM
To: Evaan Shprem [redacted]
Subject: TRIM: Michael De'Ath - Overseas Travel Application

Good afternoon Evaan

As discussed, please find attached the Overseas Travel Application form for Michael De'Ath.

Regards
Lisa Pennisi
Senior Executive Officer to the Director-General, Michael De'Ath

Queensland Government Office of the Director-General

[redacted]

Level 37 | 1 William Street | Brisbane QLD 4000
PO Box 15033 | City East QLD 4002

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EXTERNAL PREMIER'S BRIEFING NOTE
Department of Education

To: **THE PREMIER**
Date: Thursday 9 March 2023
Subject: **Overseas travel request for Michael De'Ath, Director-General, Department of Education and**

RECOMMENDATION

1. It is recommended that the Premier **approve** and **sign** the overseas travel approval (**Attachment 3**) for Michael De'Ath and to accompany Minister Grace and the Chief of Staff to United Arab Emirates and India from Saturday 22 April to Sunday 30 April 2023.

10. The education and racing study tour is proposed for travel to United Arab Emirates and India from 22 April to 30 April 2023 (**Attachment 1**).
11. The travel dates were selected with consideration of the Queensland Parliamentary sitting dates for 2023.
12.

Action Officer: Area: Telephone:	Nick Seeley, Executive Director, Office of the Director-General, Department of Education	Approved by Telephone:	Approved on:

DEDU.0006.0011.5528

EXTERNAL PREMIER'S BRIEFING NOTE
Department of Education

[redacted]

Comments *(Premier or DG)*

Approved over page

THE HONOURABLE GRACE GRACE
MP
MINSTER FOR EDUCATION
MINISTER FOR INDUSTRIAL RELATIONS AND
MINISTER FOR RACING

[redacted]

Comments

Action Officer: Area: Telephone:	Nick Seeley, Executive Director, Office of the Director-General, Department of Education [redacted]	Approved by Telephone:	Approved on:

PREMIER'S BRIEFING NOTE
Department of Education

Tracking Folder No. TF/23/3778
Document No. Doc/23/53712

[redacted]

THE HONOURABLE GRACE GRACE MP
MINSTER FOR EDUCATION
MINISTER FOR INDUSTRIAL RELATIONS AND
MINISTER FOR RACING

Comments *(Premier or DG)*

Comments

Rachel Hunter
Director-General
Department of the Premier and Cabinet

Action Officer:	Nick Seeley, Executive Director,	Approved by	
Area:	Office of the Director-General, Department of Education	Telephone:	Approved on:
Telephone:	[redacted]		

OVERSEAS TRAVEL APPROVAL

Prior to completing this form, you should consult the Queensland Government *Official Air Travel Policy* which is available at https://www.forgov.qld.gov.au/finance-and-procurement/finance-travel-and-assets/travel/policies-directives.

Following receipt of all required approvals, you should submit this form to your Agency Travel Contact Officer at least six (6) weeks prior to travel.

Traveller's details

Surname De'Ath **First Name** Michael

Position Director-General **Agency** Department of Education

Are you an employee of the agency arranging the overseas travel? ☒Yes ☐No

Contact Phone Number [redacted] **Contact Fax Number** n/a

Email [redacted]

[redacted]

Travel details

[redacted]

Queensland Government

[redacted]

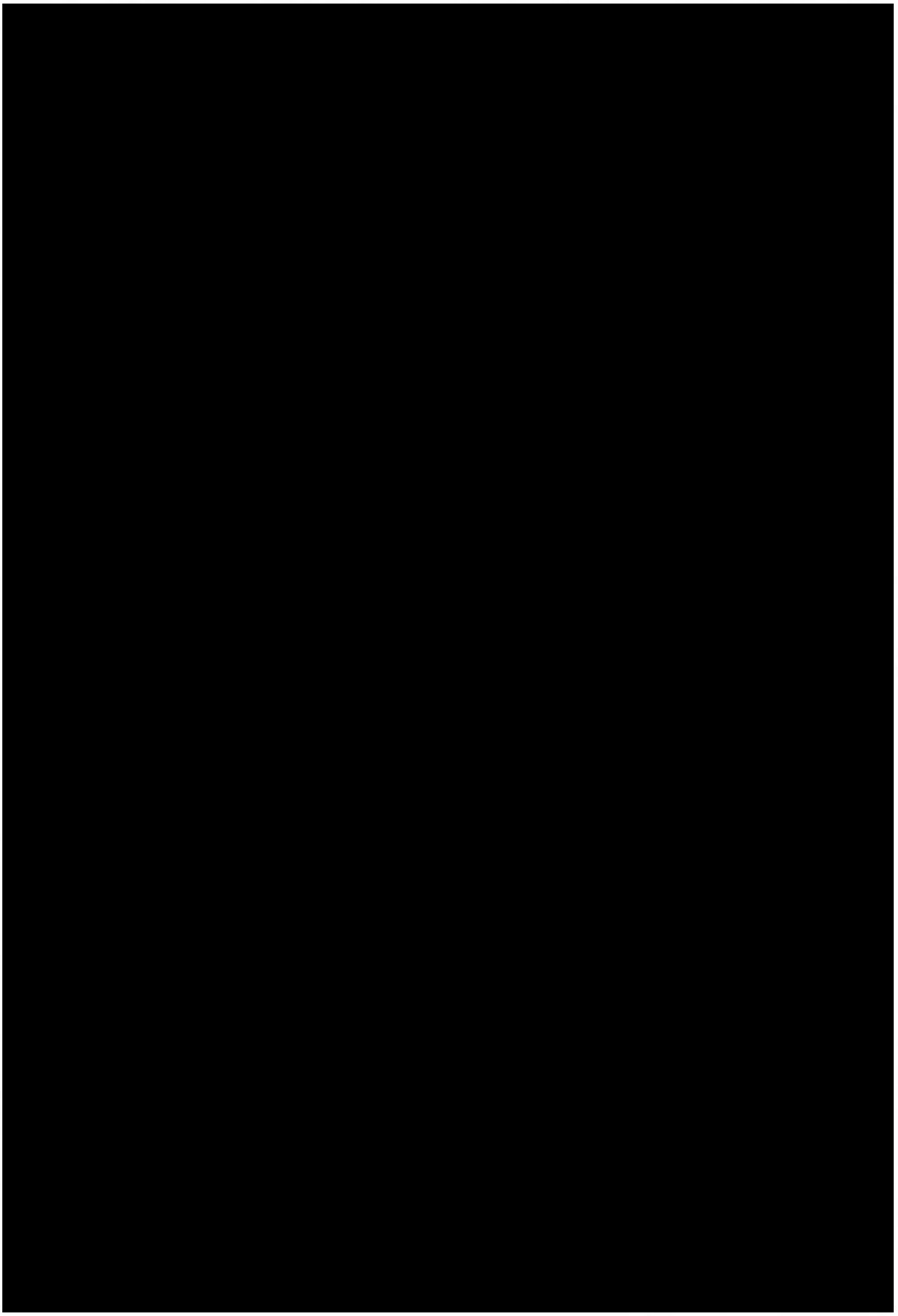
2) **Itinerary Details**

Departure date 22/04/2023 **Return date** 30/04 /2023

Date	**Location** (country and city)	**Activity** e.g. Meeting with X company
Saturday 22 April 2023/ Sunday 23 April 2023	Brisbane/Singapore/United Arab Emirates	• [redacted] • [redacted]
Monday 24 April 2023	United Arab Emirates	• [redacted] • [redacted] [redacted] [redacted] [redacted]

Version: September 2016

		[redacted]
Tuesday 25 April 2023 ***(ANZAC Day)***	United Arab Emirates	[redacted]
Wednesday 26 April 2023	United Arab Emirates/India	[redacted]
Thursday 27 April 2023	India	[redacted]
Friday 28 April 2023	India	[redacted]
Saturday 29 April 2023 **Sunday 30 April 2023**	India/Brisbane	[redacted]



[redacted]

7) **Which sector/industry does your travel relate to?** Please tick the appropriate box/es

☐Trade and Business	☐Environmental Management and Sustainable Development
☒Education and Training	☐Research and Development, Science and Technology
☐Export of Education and Training Services	☐Traditional Industries (agriculture, food, mining, manufacturing, transport, tourism, energy, forestry, fisheries)
☐Cultural and Social Development	☐Emerging Growth Sectors, Innovation and Knowledge
☐Health	☐Investigations/Inspections, Fact Finding/Data Gathering
☐Government	☐Other, please specify

Security risk destinations

8) **Have you read and understood the Department of Foreign Affairs and Trade (DFAT) travel advisory for the country/ies to which you are travelling?** Travel advisories are located at www.smartraveller.gov.au.

☒Yes ☐No

9) **What is the advice by DFAT regarding the level of security risk of the country/ies to which you are travelling?**

☐Be alert to own security
☐Exercise caution
☒High degree of caution
☐Reconsider your need to travel
☐Do not travel

10) What is the advice by DFAT regarding the level of significant health risks in the country/ies to which you are travelling?

United Arab Emirates:
Overall: **Exercise a high degree of caution**

For entry into the UAE, your Australian passport must have at least two words in the name fields. If you have only one name in your passport, you will be refused entry. Missile and rocket attacks from Yemen are possible. Be alert, monitor the media for developments and follow the advice of local authorities. Contact your airline or nearest UAE Embassy for updates on entry or exit requirements, which may change at short notice.

India:
Overall: **Exercise a high degree of caution**
You're no longer required to undertake a RT-PCR test for flights originating from China, Hong Kong, Japan, the Republic of Korea, Singapore and Thailand. Random testing of incoming passengers will continue. Further information is available on the Indian Ministry of Health & Family Welfare and New Delhi Airport's website. COVID-19 restrictions, including localised lockdowns and curfews, may be imposed at short notice. Monitor local media for updates.

Traveller's confirmation

I have read the Queensland Government Official Travel Policy and have fulfilled my obligations under this policy.

I am aware of and accept the security risks associated with this travel as outlined in the DFAT travel advisory (e.g. notifying the relevant High Commission of proposed travel arrangements).

Traveller's signature [redacted] **Date** 9 / 3 /23

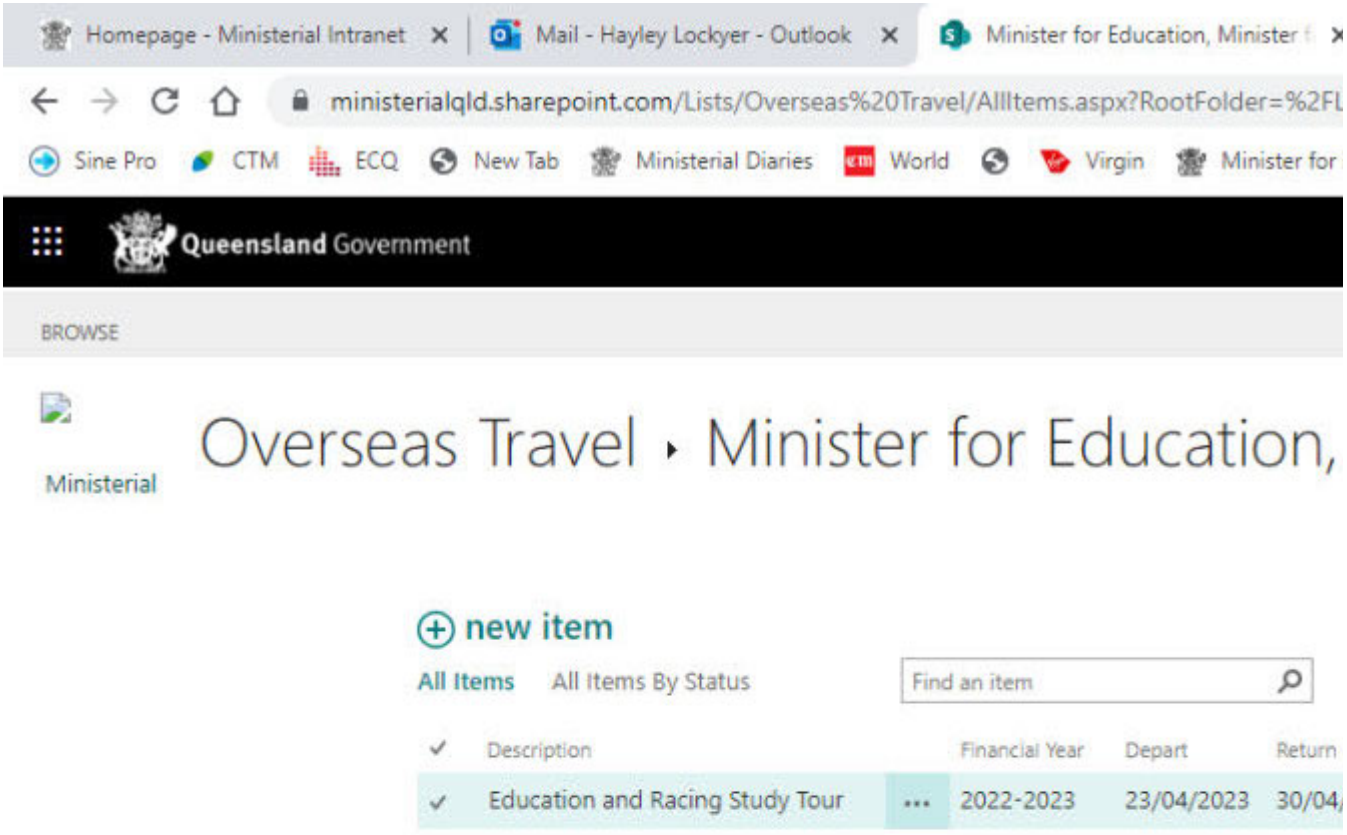
Approval

Business group approval		**Date**	/ /
Chief Executive's approval (or Delegated Officer)		**Date**	/ /
Minister's approval	[redacted]	**Date**	14 / 3 /23
Premier's approval of Chief Executive's travel		**Date**	23 / 3 /23

Notification of overseas travel

Information provided in this form may be used for the following purposes:

From: Hayley Lockyer[redacted]
Sent: Fri 21/04/2023 2:03:32 AM (UTC)
To: PENNISI, Lisa[redacted]
Subject: Updated approval


Homepage - Ministerial Intranet
Mail - Hayley Lockyer - Outlook
Minister for Education, Minister
ministerialqld.sharepoint.com/Lists/Overseas%20Travel/AllItems.aspx?RootFolder=%2F
Sine Pro
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ECQ
New Tab
Ministerial Diaries
World
Virgin
Minister for
Queensland Government
BROWSE
Ministerial
Overseas Travel ▸ Minister for Education,
new item
All Items
All Items By Status
Find an item
Description
Financial Year
Depart
Return
Education and Racing Study Tour
2022-2023
23/04/2023
30/04

Queensland Government **Hayley Lockyer**
Executive Assistant / Office Manager
Office of the Hon Grace Grace MP
Minister for Education
Minister for Industrial Relations and
Minister for Racing
[redacted]
1 William Street, Brisbane Qld 4000

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