

# TE CHECKLIST IBUKIN TE OKINAKO IBUKIA TAAN MWAKURI

Te checklist aio bon ibukin bwaai aika ko na riai ni katauraoui imwain okim nako abam n tokin am mwakuri iaan te Pacific Australia Labour Mobility (PALM) tikiim.

A na riai am emburoea ni maroroakina te checklist aio ma ngke n aia tai ni maroro ibukin te okinako.

## ONOUA TE NAMWAKAINA IMWAIN MWANANGAM

### Noora banen bongin am bwatibooti

- Kakoaua raoui bwa e tuai bane tain am bwatibooti bwa e aonga n nakoraoui tuan okim nako abam n te tai are ko a tia ni baeireia.
- Ngkana e na bane tain am bwatibooti iaan 6 te namwakaina, ko na riai n karekea etin kabonganana bwa ko aonga n okira abam.
- A kona n ibuobuoki ao man katei waaki aika a riai aia kamitina aika a rietata, embwati ao konturate kaain te Betebeke ao Timor-Leste, i Aotiteria, ibukin banen tain ke buan bwatibooti ao kaetieti aika a boou ibukin te okinako.

### Aanga ni mwananga ao booua

Ko riai ni maroro ma am emburoea ibukin mwanangam n okinako.

Taan mwakuri n te tai ae e kimototo: e a tia am emburoea ni kabaea kibam n okinako mai Aotiteria nako abam. A na reke am tikete iroum kanga 5 te bong imwain kibam. Ibukin te ibuobuoki iaon kariaiakam ni mwananga, reitaki ma nambwan ana tieweti n ibuobuoki te PALM tikiim iaon (1800 51 51 31) ke imeeri nakon ([palm@dewr.gov.au](mailto:palm@dewr.gov.au)).

Taan mwakuri iaan te tai ae e maan: ko kona ni baeireia ao mani kaboua okim nako abam. Ko riai ni maroro iaon iango aikai ma am emburoea:

- tain kiiba n okinako ao boon te kantoka
- te kiba n te domestic ke nikirakim ni maraen te kiba nako tinaniku i Aotiteria, ngkana e kainnanaoki
- mwaitin rawawatan am bwai ao te kabane mwane iaon te raka n rawatata (e kona n rangi ni bobuaka, ngaia are ataa mwaitin am rawatata imwain mwanangam)
- boon tikum n te tabo n irua, ni mwanangam, ngkana e kainnanaoki
- boon butimwaeam n te marae n rokom i abam
- te mwaiti ae e riai kaboua iroum man te duty-free i abam.

### Noora mwaitin am kataumwane

Ngkana ko kan karaoua te kabane mwane ibukin mwanangam, kakoaua ae e tau am mwane.

Ko na riai naba n nooria bwa e tau ibukin am kabane mwane ibukin mwanangam n aron boon te amwarake ao te moo.

## TENUA TE NAMWAKAINA IMWAIN MWANANGAM

### Maroro ma am utu imwain okim nako abam

Ko na bae ni kan maroro iaon:

- am toko ake ko a tia ni baeirei ma am utu imwain nakomaim nako Aotiteria
- mwaitin am kataumwane ae uotam n oki
- tera te kukurei ae ko kan karaoua ao ko na kanga ni karaoua n rokom i abam
- bwaai aika a tangiriko am utu bwa uotam n oki (tai mwaninga ae e bobuaka boon te raka n rawatata)
- ko na kanga n roko ni mwengam man te marae.

Ngkana iai raraomam, maroro ma am country liaison officer (CLO) ke te tia mwakuri n te reibwa. E kona n reke araia CLOs/taan mwakuri n te reibwa ae e boou iaon te [PALM tikiim webutiaiti](http://www.palmscheme.gov.au/contact): ([www.palmscheme.gov.au/contact](http://www.palmscheme.gov.au/contact)).



## Noora rongorongon am visa

- Butia am emburoea bwa e na tuangko rongorongon am visa ao banen taina. E kona am emburoea ni karekea taekana man ana [immi.gov.au](http://immi.gov.au) akaunti n rinanon te [Department of Home Affairs website](http://www.homeaffairs.gov.au/immiaccount): ([www.homeaffairs.gov.au/immiaccount](http://www.homeaffairs.gov.au/immiaccount)).
- Ko riai n ataa rongorongona bwa ko aonga n iangoa te tai ae ko na buuta mwanen am mwane n tatani (te superannuation) n okim nako abam. Ko kona ni buuta am mwane n tatani ngkana e a bane tain am visa.

## Katauraoi rongorongon rabakaum aika a tia n reke

Tao ko na bae ni kan katauraoa rongorongon rabakaum aika a tia n reke n tain tikum i Aotiteria.

N aron aikai:

- rongorongon aekan mwakuri aika ko karaoi n ikotaki ma ana reta ni kakooua am emburoea
- bebwan rabakau ke kakooua ibukin reirei aika a reke iroum i Aotiteria
- raitienti ibukin te kabuti mitiin ni mwakuri ao te buti n te kawai
- ao tabeua riki rabakau n aron te waaki n te bota ni kawa ao takakaro.

## UOUA TE NAMWAKAINA IMWAIN MWANANGAM

### Reireiniko karaoan am kireim ibukin am mwane n tatani imwin okim nako abam

Ko kona ni kanakoa am bubuti bwa e na reke iroum am mwane n tatani imwin kitanan Aotiteria man te Departing Australia Superannuation Payment (te DASP).

- Te DASP, e bon taraaki iroun te Australian Taxation Office te ATO). E kona n reke bebwan te bubuti nakon DASP iaonrain man te [ATO webutiaiti](http://www.ato.gov.au/individuals-and-families/coming-to-australia-or-going-overseas/coming-to-australia/returning-to-your-home-country#Claimingyoursuper): ([www.ato.gov.au/individuals-and-families/coming-to-australia-or-going-overseas/coming-to-australia/returning-to-your-home-country#Claimingyoursuper](http://www.ato.gov.au/individuals-and-families/coming-to-australia-or-going-overseas/coming-to-australia/returning-to-your-home-country#Claimingyoursuper)).
- Ko kona ni moana karaoan am bubuti nakon DASP n tikum i Aotiteria, ao man katiaa raoi ao man kanakoa am kireim nakon DASP ngkana ko okira abam, ao ngkana iai riai n reke iroum.
- Rongorongon riain reken DASP iroum, rinanoan te bubuti, ao rongorongona riki aika ko na kainnanoi imwain kanakoaan am kireim nakon DASP, a kona n reke n etin taekana n te 'Understanding your superannuation' iaon te [PALM tikiim webutiaiti](http://www.palmscheme.gov.au/resources/superannuation-pacific-workers): ([www.palmscheme.gov.au/resources/superannuation-pacific-workers](http://www.palmscheme.gov.au/resources/superannuation-pacific-workers)).
- Nooria raoi bwa tera riki rongorongo aika ko na kainnanoi ibukin am DASP kireim. Angiin rongorongona a bon bebete rekeia iroum inanon tikum i Aotiteria. Ko na bae ni karekei kaobiin tabeua aika a tia ni kakoouaki. Maroro ma te rabwata are e kawakina am mwane n tatani ibukin bebwa aika ko na aanga.
- E tamaroa ngkana e teimatoa n uki am akaunti n te bangke i Aotiteria bwa e aonga DASP ni karina am mwane iai.
- Maroro ma am emburoea ngkana ko kainnanao riki buokam. E na bae ni kona naba am emburoea ni boutoka am kaitara ni maroro ke te ongora nakon te anga maroro iaon te DASP.

### (Taan mwakuri iaan te tai ae e maan) reirei aron karaoan kaokan am taekiti nako-im mai Aotiteria bwa ko aonga ni karaoia imwin okim nako Kiribati

Ngkana te tia mwakuri ngke ae e maan am tai, ko na bae ni karaoa kaokan am taekaiti.

Ibukin rongorongona:

- kawara te [ATO webutiaiti](http://www.ato.gov.au/individuals-and-families/coming-to-australia-or-going-overseas/coming-to-australia/returning-to-your-home-country#Lodgingyourtaxreturn) ([www.ato.gov.au/individuals-and-families/coming-to-australia-or-going-overseas/coming-to-australia/returning-to-your-home-country#Lodgingyourtaxreturn](http://www.ato.gov.au/individuals-and-families/coming-to-australia-or-going-overseas/coming-to-australia/returning-to-your-home-country#Lodgingyourtaxreturn))
- wareka etin taekan aron kanakoaan kaokan am taekiti n te [PALM tikiim webutiaiti](http://www.palmscheme.gov.au/resources/lodging-tax-return) ([www.palmscheme.gov.au/resources/lodging-tax-return](http://www.palmscheme.gov.au/resources/lodging-tax-return)).

Maroro ma am emburoea ngkana ko kainnanao riki buokam.

### Tararuai bebwan ao rongorongon mwakurim

N aron aikai:

- am Australian tax file number (te TFN)
- aran te rabwata ae e kawakina am mwane n tatani i Aotiteria, n ikotaki ma ana Australian Business Number (te ABN)
- nambwan am akaunti ibukin am mwane n tatani

- aran ao rongorongon am emburoea, n ikotaki ma aran ana bitineti ao ana atureti ao ana ABN
- [MyGov](http://my.gov.au) webutiaiti (my.gov.au) ibukin aron kabaean te ara
- rongorongon am akaunti n te bangke ao kaobiin taekan kanoan am akaunti ae ko tangira DASP bwa e na karin mwane nako iai.

Ko na kainnanoi baikai ibukin am kireim ibukin am mwane n tatani man DASP, kanakoan bebwan kaokan am taekiti, ao ngkana ko a manga oki ni mwakuri i Aotiteria.

## TEUANA TE NAMWAKAINA IMWAIN MWANANGAM

### Kabwarai baem

N aron aio:

- am kabane mwane ibukin am mobile
- ao tuaam ngkana iai.

### langoa aron kaokan kabanean am kataumwane nako abam

- Ko kona n noori webutiaiti ibukin te kaoki mwane n aron te Western Union, Send Money Pacific, ke Rocket Remit ibukin te kabanea n tamaroa ibukim.
- Titirakina am bangke i Aotiteria tein te kabane mwane iaon te kaoki mwane nako abam.

### Ira ana maroro am emburoea iaon te okiknako

- E kona ni karaoaki te maroro iaon te okinako n te kurubu, ke bon ti ngke.
- Tuatua am tai ni maroro ma am emburoea ngkana ko kan tirakina aanga ibukin mwakurim n taai aika a na roko ke manga okim nako Aotiteria.

### Ongora kaetieti ibukin tein aoraki aika ki na Ira n tai imwain okim nako abam

langoi aikai:

- Kaetieti aika a onoti nakon te aba n aron te kangenge ao manin aoraki aika a na rota maurin te rabwata.
- Te tutuo ae e bwanin n ikotaki ma tutuo iaon aorakin te waaki n tatanga ao maurin bwain te rabwata ibukin te kakariki.
- Karekean bebwan bwai n aoraki n ikotaki ma bwatin ibukin tukan te kariki ao tabeua riki n aron te kiraati are e toka iaon kanoan matam ke mata kiraati aika aaki kona n reke n okim.

### Karaoa am kabanea ni kireim man te ntuenti ibukin am tai ni kuakua i Aotiteria

- Reitaki ma am emburoea ngkana iai am titiraki ao noora etin taekan te [PALM scheme health insurance](http://www.palmscheme.gov.au/resources/health-insurance) ibukin rongorongona riki: (www.palmscheme.gov.au/resources/health-insurance).

## TEUANA TE WIKI IMWAIN MWANANGAM

### Noora am kabanea ni bwakabwai ao taumwane

- Maroro ma am emburoea ngkana iai raraomam ibukin am kabanea ni bwakabwai
- Kakoaua raoi ae e tau am mwane ibukin okim nako abam.

### Katauraoi ni katana am tabo ni maeka

Ongora katabeam mai iroun am emburoea. Ko na bae ni:

- kaitiaka raoi te tabo ni maeka
- tiring mwin te iti ao bwaai riki tabeua
- tiringa mwin te ntanete
- kaoki am kiing
- karaoa te babaire bwa e na okiriko te mwane ibukin kabaean te tabo (te bond).

## Rawei nambwan tareboon ao imeeri aika a bongana (noori aekaia n te taibora ae ni banen te kaongora aio)

Rawei nambwan tareboon ao imeeri aika ko na bae ni kainnanoi imwin okim nako abam:

- nambwan ana tiweti n ibuobuoki te PALM tikiim tareboonia (1800 51 51 31) ke imeeri nakon ([palm@dewr.gov.au](mailto:palm@dewr.gov.au))
- am emburoea, manatia ao raom ni mwakuri
- am CLO ke te tia mwakuri n te reibwa
- aomata aika ko katibo ma ngaia ao mani kan teimatoa n reitaki ma ngaia ngkana ko okira abam.

## Te mobile ibukin Aotiteria ao te SIM kaati

- Teimatoa ni kabongana am tareboon ni karokoa ae ko a tauraoi ni kitana Aotiteria.
- Ngkana ko ataia bwa ko nang okinako, ko na bae ni kan kawakina am tareboon ao am SIM kaati (ma ko raoiroi n ata mwaitin te kabane mwane ngkana iai).
- Tiringa mwin am tareboon ao kamauna mwin am SIM ke am boraraoi, ngkana anne am babaire.

## Babaire ibukin te mwananga

- Kakoaua ae e a tia am emburoea n anganiko am tikete ni kiba ao rongorongona tao 5 te bong imwain mwanangam.

## Anga taekan aron te reitaki ma ngke i abam (nambwan te tareboon ao te imeeri)

Anga nambwan am tareboon ao taekan aron te reitaki ma ngke i abam nakon:

- am emburoea
- te Department of Employment and Workplace Relations n te imeeri nakon: ([palm@dewr.gov.au](mailto:palm@dewr.gov.au)).

## N TE BONG ARE KO KITANA AOTETERIA

### Tera uotam iaon te wanikiba

Kanoan am baeki aika ko kona ni uoti nako aon te wanikiba (tiaki ibukin te katineaki):

- te checklist aio ao nambwan tareboon aika a kakawaki
- te bwatibooti ae e tuai bane taina
- rongorongon kibam ao am tikete ao taekan am tabo ni matu
- bwai n aoraki aika a riari (ngkana iai) ao te reta ni kamataata mai iroun te taokita
- te mwane teutana ibukin te amwarake ao kabane mwane riki iaon mwanangam
- bebwa riki tabeua aika a na kona ni buoka am kireim nakon DASP.

### Iango ni buoka aika a kakawaaki

- Katuka am akaunti n te bangke n uki ngkana ko tangira am kabanea ni bwakabwai, kaokan am taekiti ao am mwane n tatani bwa a na reke iroum. Ma ngkana ko aki, ko kona ni kaina. Taiakoa ongora iroun am bangke ngkana iai te roo ao te tiaati ngkana e na teimatoa n uki am akaunti.
- Bairea am raka n rawatata imwain kitanan Aotiteria ao ata te kabane mwane iaona. E na boraoi riki ngkana ko bairea arona imwain rokom n te marae.
- Tai uota te mwane ae e mwaiti n am tai n okinako abam.
- Maroroakin am kanganga ma am emburoea ke am CLO ke te tia mwakuri n te reibwa.
- E kona n reke araia CLOs/ao taan mwakuri n te reibwa iaon te [PALM tikiim webutiati](http://www.palmscheme.gov.au/contact): ([www.palmscheme.gov.au/contact](http://www.palmscheme.gov.au/contact)).

## REITAKI AIKA A KAKAWAAKI

Kabongana te taibora ae inano ibukia am reitaki aika a kakawaaki i Aotiteria. Ti a tia ni katei tabeua ibukim - ko a kona ngkanne ngke ni katei riki tabeua n rekeia iroum

| TE ARA   | TAREBOON  | IMEERI   |
|--|---|--|
| Am emburoea  |   |  |
| Nambwan ana tiweti n ibuobuoki te PALM tikiim        | 1800 51 51 31 (bon ti n aoan te mwakuri, ma ti ngkana te imetienti) | <a href="mailto:palm@dewr.gov.au">palm@dewr.gov.au</a> |
| Am CLO/te tia mwakuri n te reibwa                    |   |  |
| The Fair Work Ombudsman                              | (13 13 94) ke (13 14 50) ngkana ko kainnanao te tia raitaeka        |  |
| Am kamitina ae e rietata, te embwati ao te konturate |   |  |
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