

PALMIS Release Notes

2 May 2025 (PI24)



Australian Government

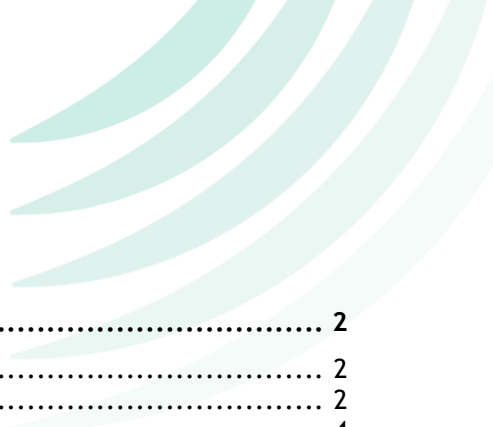
Document details

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Document review

This document should not be changed without consulting its owner.



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PORTAL

Enable the ability for AEs to input Visa information when recruiting from Vanuatu

- Users recruiting from Vanuatu can now update the Visa section in the portal when selecting LSU as the Agent type.

Worker's HAP ID

Worker's HAP ID

Immi TRN

When commencing this worker's visa application in Immi, you will be provided with a Transaction ID. This ID and the worker's visa status can be tracked.

Immi TRN *

Ability to upload/attachment of superannuation account payments and documents

- Superannuation Account Payment documents button will now be available on the report tab in the departure mobilisation. This will open in a new tab where the user will have the ability to upload Superannuation documents.

Mobilisation Details

Report

Search

This is an exact match search. To search for your term in any part of the field, add an asterisk (*) to the start of your search term, e.g. "*october".

Worker ↑	Mobilisation Status	Not Departed Reason
Test Worker 504		

Update

Clear Statuses

Bulk Update Worker Departure Statuses

Superannuation Payments

View Superannuation Details

Superannuation Payments

Superannuation Account Payment(s)

Click to browse, or drag files here to upload

Upload Files

File Name	Uploaded On ↓
There are no records to display.	

All Superannuation Documents have been uploaded

☒ No

☐ Yes

Submit

- When you hover over the question mark (?) instructions will be displayed for uploading the documents.

Superannuation Payments

Please upload Superannuation Account Payment details including the full amount of superannuation paid to each departing Worker for the entire period of their employment placement. Where the payment is pending, please select the 'No' checkbox below.

Upload Files?

File Name

There are no records to display.

All Superannuation Documents have been uploaded

No

Yes

Submit

- The Superannuation form can be accessed through the Departure Mobilisation view under 'Portal - Pending Superannuation Payments' and then by clicking on 'Actions' dropdown and selecting 'View Superannuation'.

Departures

Successful use of this section satisfies PALM Scheme guidelines relating to Mobilisation Plans and Departure Reports.

Departures are a type of Mobilisation that describes a group of Workers travelling from their last Work Site back to their home country. Each Mobilisation Plan you create for a Departure relates to a flight, or set of flights. You can add Workers from your Recruitment Plans that will travel as part of that Mobilisation and report their successful or unsuccessful Departure after the planned Mobilisation date. Please note that if a Worker has ended their employment early, including if they have disengaged or their employment has been terminated, you must use the [Early End of Employment](#) interface, and are not required to make a Departure report for that Worker.

Search

Create New Departure

Portal - Pending Superannuation Payments

This is an exact match search. To search for your term in any part of the field, add an asterisk (*) to the start of your search term, e.g. "**october".

Mobilisation Ref ↓	RP Ref	Mobilisation Date	Mobilisation Type	Status	All Superannuation Documents Uploaded	
MB-5489-R0B1S1	RP2942	07/04/2025	Departure	Submitted	No	Actions
MB-5485-Q1M1V8	RP2942	07/04/2025	Departure	Complete	No	View Details View Superannuation
MB-4974-C6R4S0	RP2667	26/08/2024	Departure	Submitted	No	Actions

- Users will be able to upload or remove Superannuation Account Payment documents if 'No' is selected for the field 'All Superannuation Documents have been uploaded'.

MB-5489-ROB1S1

Superannuation Payments

Superannuation Account Payment(s)

Click to browse, or drag files here to upload

[Upload Files](#)

File Name Uploaded On ↓

There are no records to display.

All Superannuation Documents have been uploaded

☒ No

☐ Yes

If 'Yes' is selected the Departure Mobilisation Report will not display the 'View Superannuation Details' button, and no further information can be uploaded from the Portal side.

MB-5485-Q1M1V8

Mobilisation Details

Report

This mobilisation was completed on 7/4/25

This is an exact match search. To search for your term in any part of the field, add an asterisk (*) to the start of your search term, e.g. "*october".

Worker ↑	Departure Status	Not Departed Reason
Test Worker 404	Departed	

Departure Briefing Date

03/04/2025

- In the Departure Mobilisation Report, the 'Departure Briefing' section has been replaced by the 'Departure Briefing Date'.
- Wording updates to the departure mobilisation report and removal of warning when mobilisation date is within 7 days before departure date.
- The wording of the Departure Mobilisation Report declaration has been updated:

Submit Confirmation

When you submit this Mobilisation Report you are also declaring the Mobilisation meets your Deed and Guideline requirements and the report will become read only. If you have checked the box confirming 'All Superannuation documents have been uploaded' the superannuation page will be read only. If you do not check the box confirming 'All Superannuation documents have been uploaded' you will be able to add the outstanding documents to the superannuation page. Please ensure it is completely accurate prior to submitting and if you believe you have made an error please contact your Relationship Manager in the first instance.

[Cancel](#) [Submit](#)

Data Fixes

Employer admin user is unable to assign roles to other users

- In the AE Portal, the Portal users with the Employer Admin access were unable to assign roles to other users. This bug has been fixed.

RP documents download error - cannot download worker docs if Size More than 20Mb

- In the AE Portal, a timeout error occurring when downloading the RP documents more than 20Mb has been fixed.

Removed/Inactive Placement Groups are visible on the Portal

- Portal users were able still assign and remove workers on an inactive Placement Group. This bug has been fixed to prevent workers from being assigned to Placement Groups that have been removed.