

Regional Development Australia Central West

Regional Sponsored Migration Scheme – subclass 187 Application Checklist for regional certification

The RSMS - Direct Entry stream is an employer sponsored (nominated) visa for the purpose of:

- Assisting Australian employers that cannot fill vacant skilled positions with Australian citizens or permanent residents living in or wishing to move to the regional area where the nominated position is located.
- Australian employers in regional and low population growth areas to sponsor (nominate) skilled overseas workers for permanent residency.

Regional Certification Bodies (RCB) – Assessment of Nomination Requirements:

Information provided in the RSMS application will be used by the RCB to determine if the three requirements were met under the Migration Regulations 1994 (Regulation 5.19(12)(f)(g) as outlined on the Department of Home Affairs (Form 1404). The assessment of the nomination is against the following requirements:

- a) The nominated person would be paid at least the annual market salary rate for the occupation;
- b) The nominating business or organisation has a genuine need for the nominated person to be employed to fill a skilled position, under the direct control of the nominator; and
- c) Whether the position can be filled by an Australian citizen or an Australian permanent resident who is living in, or would move to, the local area concerned.

Essential Documents and forms

- RSMS Form 1404 Completed - <https://immi.homeaffairs.gov.au/form-listing/forms/1404.pdf>
- Form 956 submitted by Migration Agent (if applicable)
- Evidence of payment of \$660 processing fee to RDA Central West.
Processing fees and payment instructions go to RDACW website
<https://rdacentralwest.org.au/visas/visa-187/>.

Please note: an invoice can be requested from RDACW prior to payment.

Supporting Documents

1. The nominating business or organisation:

- A copy of the 'Application for Employer Nomination' lodged with the Department of Home Affairs (not essential).
- Business Registration – ABN or ACN
- Organisation Chart
- Copy of Lease of premises or proof of ownership
- Audited financials for the last two years or a letter from the businesses Accountant confirming the current and projected financial position.
- Outline of goods and services provided by the business.
- If a new business (open 12 months or less) provide information and evidence of:
 - current operational situation (business open and operational).
 - business plan detailing current and projected financials.
 - evidence of appropriate market research.
 - copy of BAS from commencement of business.
 - copy of bank statements from commencement of business.
 - copy of new business contracts, leases or purchases of equipment (as applicable).
 - copy of business lease or purchase of business premises.

2. Nominated position and genuine need of the position:

- Nominated position – Job title and ANZSCO Code.
Check that the position nominated is on the current Medium and Long-term Strategic Skills List (MLTSSL) go to <https://immi.homeaffairs.gov.au/visas/working-in-australia/skill-occupation-list>.
Check the nominated positions job title with the Australia and New Zealand Standard Classification of Occupations ([ANZSCO](#)) list.
- Job Description for nominated position.
- Letter explaining the genuine need of the position, please include the following information:
 - If the position is a new or existing position in the business.
 - Provide information about the skills required for the position and how this will assist the business such as market development, customer service, new products or business growth.

3. To assess whether the identified person would be paid at least the annual market salary rate for the occupation:

- Employment Contract or Letter of Offer (inclusive of the Award/Agreement, base salary & entitlements).
- A copy of the Australian Industry Award as per the Australian Government Fairwork Ombudsman website <https://www.fairwork.gov.au/awards-and-agreements/awards/list-of-awards>.
- Employment payslips for Australian employees in equivalent positions (if applicable).
- Evidence of annual market salary rate.
The Annual market salary rate (AMSR) is determined by looking at what you would pay equivalent Australian workers, enterprise agreements or industrial awards, job outlook information, advertisements for the last 6 months in the same location, remuneration survey or advice from unions or employer associations. (Referenced from the Department of Home Affairs website).

4. Documents that provide evidence that the nominated position cannot be filled by an Australian citizen or Australian permanent resident who is living in, or would move to, the same local area:

- Evidence of advertising for the position in the past 6 months, locally or via a well-recognised reputable online employment site for at least a minimum of one month.
Note: Advertising only on websites that are not recruitment specific (eg. Gumtree, Facebook and Instagram) will not satisfy the recruitment activity requirement. Social media advertising must be in conjunction with recruitment specific employment sites (e.g., Seek, Job search, Career One, Indeed or local job guides).
- Evidence of response to ads including total number of responses, list of applicants, selection criteria outline, rationale behind successful employee's selection (including reasons no Australian Citizen or Permanent Resident was not selected).
- Copy of nominee's passport only. DO NOT SEND INFORMATION ON THE NOMINEE AS THIS IS NOT REQUIRED FOR THE RCB ASSESSMENT.

RDACW Processing time

Requests for RSMS assessments should be lodged with Regional Development Australia Central West if the nominated position is located in this region see <https://rdacentralwest.org.au/map/>.

Assessments will be provided within 6 weeks of RDACW's receipt of the RSMS application.

Email applications to migration@rdacentralwest.org.au.

All processing information (payments & emailing applications) is available on the RDACW website at <https://rdacentralwest.org.au/visas/visa-187/>.

IMPORTANT

The RDACW assessment of the RSMS application and recommendation to the Department of Home Affairs as either 'satisfies' or 'not satisfies' does not mean that the application has been successful or unsuccessful in being granted a visa. The Department of Home Affairs assesses each RSMS application (case by case) based on its own merit. The recommendation by RDACW is taken into consideration by the Department of Home Affairs in relation to 'RCB Assessment of Nomination Requirements' listed in this document at 'a, b and c'.