Released by the Department of Finance
under the Freedom of Information Act 1982

From: Assurance Reviews
To: s 22 [redacted]
Cc: s 22 [redacted]; Assurance Reviews
Subject: Interviewee Brief 24-36 [SEC=OFFICIAL]
Date: Thursday, 26 September 2024 9:08:53 AM
Attachments: Interviewee Brief 24-36.docx
image001.jpg
image002.jpg

OFFICIAL

Good morning s 22 [redacted]
As requested, please find attached the Interviewee Brief document.
If you need anything further, please let me know.
Kind regards,



s 22 [redacted] **| Coordination Officer**
Assurance Reviews Unit
Data Policy and Assurance Branch
Digital ID and Data Policy Division
Department of Finance
T: s 22 [redacted] (Direct) | **T:** 02 6215 2144 (ARU)
E: AssuranceReviews@finance.gov.au
E: s 22 [redacted] @finance.gov.au
A: One Canberra Avenue, FORREST ACT 2603



Released by the Department of Finance
under the Freedom of Information Act 1982

Australian Government
Department of Finance

Interviewee Brief

Gateway Review Process

Dear [Interviewee Name],

The National Firearms Register Program is subject to the Gateway Review process, and will shortly be undergoing a First-Stage Review. The review will be conducted by an independent Review Team appointed by the Department of Finance, in consultation with the Australian Criminal Intelligence Commission.

You have been nominated to participate (as an interviewee) in the review at a time to be confirmed with you. The review will be taking place from Monday, 14 October to Friday, 18 October 2024.

Participating in a Gateway Review

Gateway Reviews are a partnership between the Senior Responsible Official (SRO), the Program Team, and the independent Review Team. Successful reviews are dependent on key stakeholders being fully engaged, with a willingness to share information openly and honestly.

The Review Team will ask questions which are related to the program. There is no need to undertake any specific preparation for the interview, as the aim is to obtain your honest opinions and insights into the program.

Gateway Review reports are based on the interviews conducted and the documentation reviewed, applying the judgement and expertise of the Review Team. Reports are for the purpose of informing the sponsoring entity and will only be provided to the SRO with the exception of projects or programs that include an ICT component, where the report will be shared with the Digital Transformation Agency (DTA). The information included in reports is non-attributable, so you can speak freely and frankly. All interviews will be conducted in confidence.

Background Information

The Gateway Review process is a series of short, intensive reviews conducted at critical points during a project or program's implementation lifecycle. The reviews examine the design, development and implementation of project/program and provide independent advice to the SRO.

Gateway is in place to strengthen existing governance and assurance practices and improve project and program management capability across government. Gateway Reviews are intended to be supportive and forward-looking, taking into account future plans to deliver, and intended outcomes and benefits.

More information on the Gateway Review process can be found on the Finance website.