## Suspected minor misconduct by a public officer

This form is designed for use by individuals wishing to report suspected misconduct under s.45E(1) or for principal officers to notify matters under s.45H(2) of the [*Corruption, Crime and Misconduct Act 2003*](https://www.legislation.wa.gov.au/legislation/statutes.nsf/law_a6503.html). It replicates information that can be submitted using the [online form](https://www.wa.gov.au/organisation/public-sector-commission/report-minor-misconduct-public-officershttps%3A/publicsector.wa.gov.au/conduct-integrity) (preferred). Completed forms can be emailed to minormisconduct@psc.wa.gov.au or posted to Public Sector Commission, Minor misconduct reporting, Locked Bag 3002, West Perth WA 6872

Please note: Individuals can report a suspicion of minor misconduct involving a public officer to the Public Sector Commission. Your name and contact details and the report you make may need to be shared with the Corruption and Crime Commission (CCC) or another appropriate authority in order for allegations to be considered. Please indicate if you would like your details kept confidential. However, please note that in those instances the Public Sector Commission may not be able to guarantee anonymity if a matter is shared with the CCC or another appropriate authority.  Anonymous reports can be made but it is important to include sufficient detail and supporting information. You should also note that we will be unable to inform you of the outcome of the assessment of your report if it is submitted anonymously.

## Contact details\*

| Surname |  | First name |  |
| --- | --- | --- | --- |
| Address  |  |
| Suburb |  | Postcode |  |
| Main Ph |  | Other Ph |  |
| Email |  |
| For s.45H(2) notifications by (or on behalf of) a Principal Officer please stipulate your job title |  |

*\*While anonymous* ***reports*** *can be made, providing a name, an email or postal address allows us to send you a receipt for your report and creates an opportunity for you to provide additional information. Notifications by Principal Officers cannot be made anonymously.*

## Report /notification – where, when, who and what (continued over)

|  |  |
| --- | --- |
| Agency employing the officer (s) against whom the allegations are being made |  |
| Incident location |  |
| Incident date (DD/MM/YYYY) |  |
| Date when you became aware of incident (DD/MM/YYYY) |  |
| Officer(s) involved: please provide any known contact details and tick to indicate the nature of their involvement | Involved | Witness |
| NameContact: |  |  |  |
| NameContact |  |  |  |
| NameContact |  |  |  |

## Any other reporting of the matter or related matters

| Have you previously reported this matter (or a closely related matter) to the PSC? | YES NO |
| --- | --- |
| If yes please provide file reference (if known) |  |
| Have you reported this matter to any other agency (including the Corruption and Crime Commission)? If yes, please name authority and provide reference (if known) |
| Other agency reported to: |
| File reference: | Date reported: |

## Description of what happened

*For all matters -Please provide a detailed but succinct description of what happened. Explain why you consider it to be minor misconduct and include copies of all available evidence that is considered relevant. For s.45H(2) Notifications - please indicate actions that are planned or underway to deal with the matter.*