



## Information for Members of Parliament

### How do I raise a matter with the Integrity Commission?

If you want a matter to be considered by the Integrity Commission, you will need to submit a 'complaint'. Merely 'referring' a matter to us may not result in direct action.

The *Integrity Commission Act 2009* (the Act) requires that complaints be made in writing. You can make a complaint:

- ▼ directly
- ▼ on behalf of another person (for example, a member of the public), or
- ▼ from an anonymous source (it may be more difficult for us to investigate a complaint from an anonymous source).

You should state that you want the matter handled as a complaint under the Act.

Information about how to submit a complaint, including a complaint form, is available on our website at [www.integrity.tas.gov.au](http://www.integrity.tas.gov.au).

### What happens to a complaint?

Complaints submitted to the Commission initially go through a triage process. Depending on the nature and type of complaint, we will take one of a number of actions, including:

- ▼ dismissing the complaint
- ▼ assessing the complaint
- ▼ referring the complaint to an appropriate person.

If we assess the complaint, we will conduct preliminary inquiries to help us decide whether to investigate the complaint. We may also take other actions at the end of an assessment, such as dismissing it or referring it to an appropriate person. Investigated complaints can also proceed to an integrity tribunal.

### The Commission's jurisdiction

We have jurisdiction over misconduct and serious misconduct allegedly committed by public officers. This includes those within the state and local government sectors and Members of Parliament. It may include people who have since left or retired from the public sector.

You can find more information about our jurisdiction and the definition of misconduct on our website.

## When might the Commission contact a Minister, or the Premier?

We may contact a Minister or the Premier for several reasons including to:

- ▼ obtain information
- ▼ comply with our legislative responsibilities
- ▼ keep you informed.

### Obtaining information

Like all other public officers, we may request information from you.

We may serve a coercive notice on you, requiring you to provide information as part of an assessment or investigation. These notices are usually subject to the confidentiality provisions under the Act. If so, you are not permitted to discuss the notice with anyone unless you have a 'reasonable excuse'. The notice will explain how this works.

### Complying with our legislative responsibilities

A Minister may also be contacted when we are or have completed an assessment or investigation into a public officer that falls under their portfolio.

For example, we must give formal notice of the outcome of an assessment to the 'principal officer' of a public authority. In some instances, the principal officer is a Minister or the Premier.

We may also choose to send a report to the responsible Minister at the end of an investigation.

### Keeping you informed

We may also contact a Minister informally during an assessment or investigation. This may occur when an investigation could inadvertently become public, such as when we undertake a search of premises. You do not need to do anything in response to this contact. We would expect the contact to be kept confidential.

A Minister is also likely to be contacted if we intend to publicly report on a public officer within their portfolio.



### The Commission can help

We are available to provide support and assistance with identifying, reporting, investigating, managing and preventing misconduct: [contact@integrity.tas.gov.au](mailto:contact@integrity.tas.gov.au) or 1300 720 289.

For more resources, go to [www.integrity.tas.gov.au](http://www.integrity.tas.gov.au)