SUBMITTING THIS FORM

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| SCAN | [contact@integrity.tas.gov.au](mailto:contact@integrity.tas.gov.au) | |
| POST | GPO Box 822  Hobart TAS 7001 |
| IN PERSON | Level 2, Surrey House  199 Macquarie Street  Hobart TAS 7000 |
| ONLINE | [www.integrity.tas.gov.au](http://www.integrity.tas.gov.au) |

Please print clearly using a black or blue pen.

A complaint to the Integrity Commission must be made in writing.

If you need help filling out this form please call the Tasmanian literacy hotline 26TEN on 1300 002 610. Please note that 26TEN cannot help with the substance of your complaint.

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| --- | --- |
| 1. What details do you have about the person or people you are writing this complaint about?   If you are not able to provide any details, write 'N/A'. | Name/s |
|  |
|  |
| Position/s |
|  |
|  |
| Employee or badge number |
|  |
| 1. What details can you provide about the public sector organisation that this person works for?   If you do not know, write 'N/A'. | Agency/Organisation |
|  |
| Address |
|  |
| Telephone number |
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| 1. When did this occur?   If it has been more than a year since the event, let us know why you haven't raised it with us sooner. |  | | | | | | | | |
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| 1. Where did this occur? |  | | | | | | | | |
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| 1. Tell us what happened and the conduct that you are reporting   If required, please attach additional sheets of paper to this document. |  | | | | | | | | |
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| 1. Provide us with any other information you think might help us to understand the situation better.   If you are aware of anyone who may have witnessed the event, provide us with their details. |  | | | | | | | | |
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| |  |  |  | | --- | --- | --- | | 1. Have you reported this matter to another organisation?   If yes, please tell us which one. | YES | NO | |  | | | |  | | | | | | | | | | | | |
| 1. Do you have any documents relevant to your complaint? | YES | | | NO | |  | | | |
| If yes, please provide copies of the documents when you file the complaint. | | | | | | | | | |
| 1. To the best of your knowledge, is the information you have provided on this form true and accurate? | It is an offence under the *Integrity Commission  Act 2009* to provide false or misleading information. | | | | | | | | |
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| YES | | | NO | |  | | | |
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|  | We accept anonymous complaints.  However, if you provide your name and contact details we can:   * contact you to obtain further information, and * tell you about the outcome of your complaint.   If you choose, we can ensure that your contact details are not given to other organisations if your complaint is sent to them for action.  You can also choose to make a complaint without providing your contact details. This means you will not know the outcome of your complaint.  If you would like us to keep you updated about this matter, please complete the following section. | | | | | | | | |
|  | Tell us about yourself.  Providing your details means we may contact you for further information. It also allows us to keep you updated about the status of your complaint. | | | | | | | | |
| 1. Your details   You can choose to be completely anonymous. If you want to be completely anonymous, do not fill out this question.. | Title |  | First name | | | | |  | Surname |
|  |  |  | | | | |  |  |
| Preferred name | | | |  | | Preferred contact number | | |
|  | | | |  | |  | | |
| Preferred mailing address | | | | | | | | |
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| Email address | | | | | | | | |
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| Are you a Tasmanian public sector employee? If yes, please tell us which organisation. | | | | | | | | |
| YES | | | NO | |  | | | |
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| 1. Do you consent to your details being provided to other organisations?   If you want to identify yourself to the Integrity Commission, but not to other organisations, answer ‘no’ to this question. | YES | | | NO | |  | | | |
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|  | Privacy  The Commission manages your personal information carefully and in accordance with relevant legislation. For further information about how the Commission handles your personal information, please read the Privacy page on our website. | | | | | | | | |