

Public Interest Disclosures Policy

Title:

Policy Number:
File reference:
Date of effect:
Security Classification:

Public Interest Disclosures Policy
A25 (formerly K5)
AD2014.66
17 April 2020
Unclassified

Table of contents

1.		Purpose and context of the policy	1
2.		Organisational commitment	2
3.		Who does this policy apply to?	3
4.		Roles and responsibilities	4
	4.1	The role of staff	4
	4.2	The role of the CSO	4
	4.3	Roles of key positions	5
	4.3.	1 Crown Solicitor	5
	4.3.	2 Disclosures coordinator	5
	4.3.	3 Disclosures Officers	6
	4.3.	4 Supervisors and managers	6
5.		Conduct which can be the subject of a PID	7
	5.1	Corrupt conduct	7
	5.2	Maladministration	7
	5.3	Serious and substantial waste of public money	7
	5.4	Breach of the GIPA Act	8
	5.5	Local government pecuniary interest contravention	8
6.		Assessment of disclosures	9
7.		When will a disclosure be treated as a PID?	10
8.		Who can receive a PID within the CSO?	11
9.		Who can receive a PID outside the CSO?	12
	9.1	Investigating authorities	12
	9.2	Members of Parliament or journalists	12
	9.3	Other external disclosures	13
10		How to make a PID	14
	10.1	Can a PID be anonymous?	14
11		Feedback to staff who make PIDs	15
	11.1	Acknowledgement	15
	11.2	Progress updates	15
	11.3	Feedback	15
12		Maintaining confidentiality	17
13		Managing the risk of reprisal and workplace conflict	18
14		Protection against reprisals	19
	14.1	Responding to allegations of reprisal	19
	14.2	Protection against legal action	20
15		Support for those making a PID	21
16		Sanctions for making false or misleading statements	22
17		The rights of persons the subject of a PID	23
18		Review	24
19		Flow chart for CSO PID procedure	25
20		Resources	26
21		Version History	27



Purpose and context of the policy

The purpose of this policy is to establish a procedure by which Crown Solicitor's Office ("CSO") staff or staff of another authority may make a public interest disclosure ("PID") to a CSO officer, about conduct relating to the CSO, in accordance with the *Public Interest Disclosures Act 1994* ("*PID Act*"), without fear of reprisal. The policy sets out who you can make PIDs to in the CSO, what can be disclosed and how PIDs will be dealt with by the CSO.

This policy is designed to establish the Crown Solicitor's commitment to the goals of the *PID Act*.

In formulating this policy, regard has been had to the Ombudman's model policy and guidelines.



Organisational commitment

The CSO is committed to:

- Creating a climate of trust in which staff are comfortable and confident about making a PID.
- Encouraging staff to consider whether to make a PID where they honestly believe on reasonable grounds that the information shows or tends to show corrupt conduct, maladministration, or serious and substantial waste of public money.
- Keeping the identity of the staff member making the PID confidential, where this is possible and appropriate.
- Protecting staff from any adverse action resulting from making a PID.
- Dealing with PIDs thoroughly and impartially and if conduct covered by the PID Act has been found, taking appropriate action.
- Keeping staff who make PIDs informed of their progress and the outcome.
- Encouraging staff to make PIDs in accordance with the CSO procedure established by this policy, but respect any decision to make PIDs otherwise in accordance with the provisions of the PID Act.
- Ensuring managers and supervisors at all levels in the CSO are familiar with this policy and the provisions of the PID Act.
- Reassessing/reviewing the policy periodically to ensure it is relevant and effective.
- Providing adequate resources to:
 - Protect and support PIDs.
 - Provide training for staff about how to make PIDs and the benefits of internal PIDs to the authority and the public interest generally.
 - Properly assess and investigate or otherwise deal with PIDs.
 - Properly manage any workplace issues that the PIDs identify or that result from a PID.
 - Appropriately address any identified problems.



3. Who does this policy apply to?

This policy will apply to CSO staff, including:

- Ongoing employees, whether full-time or part-time.
- Temporary or casual employees.
- Consultants.
- Individual contractors working for the CSO.
- Employees of contractors providing services to the CSO.
- Other people who perform public official functions whose conduct and activities could be investigated by an investigating authority, including volunteers.

The policy also applies to public officials of another public authority who make PIDs to the CSO relating to the CSO.



4. Roles and responsibilities

4.1 The role of staff

Staff play an important role in contributing to a workplace where known or suspected behaviour covered by the *PID Act* is disclosed and dealt with appropriately. All staff are:

- Encouraged to consider whether to make a PID and to support those who have made PIDs.
- If requested, to assist those dealing with the PID, including supplying information on request, cooperating with any investigation and maintaining confidentiality.
- Treat any staff member or person dealing with a PID with courtesy and respect.
- Respect the rights of officers the subject of PIDs.

Staff must not:

- Victimise or harass anyone who has made a PID.
- Make false or misleading PIDs.

Additionally, the behaviour of all staff involved in the internal PIDs process are obliged to adhere to the CSO's CODE OF CONDUCT. A breach of the code could result in disciplinary action.

4.2 The role of the CSO

The CSO has a responsibility to establish and maintain a working environment that gives comfort and confidence to staff to make PIDs and supports them when they do. This includes keeping the identity of disclosers confidential where practical and appropriate, and taking steps to protect disclosers from reprisal and manage workplace conflict.

The CSO will assess all disclosures it receives from staff and deal with them appropriately. Once a staff member makes a disclosure, the CSO takes 'ownership' of the matter. This means it is up to the CSO to decide whether a disclosure should be investigated, and if so, how it should be investigated and by whom. The CSO will deal with all PIDs fairly and reasonably, and respect the rights of any officers the subject of a PID.

The CSO must report on its obligations under the *PID Act* and statistical information about PIDs in its annual report and to the NSW Ombudsman every six months.

To ensure the CSO complies with the *PID Act* and deals with all PIDs properly, all staff with roles outlined below and elsewhere in this policy will receive training on their responsibilities.



4.3 Roles of key positions

4.3.1 Crown Solicitor

The Crown Solicitor has ultimate responsibility for the CSO PID procedure, and ensuring the CSO complies with the *PID Act*.

The Crown Solicitor, as Principal Officer, can receive PIDs from staff and has a responsibility to:

- Assess disclosures received by or referred to her, to determine whether or not the disclosure should be treated as a PID, and to decide how the disclosure will be dealt with.
- Ensure there are strategies in place to support those who make PIDs, protect them from reprisal and manage workplace conflict that may arise in relation to a PID.
- Make decisions following any investigation or appoint an appropriate decisionmaker
- Take appropriate remedial action where the PID is substantiated or systemic problems are identified.
- Refer actual or suspected corrupt conduct to the Independent Commission Against Corruption (ICAC).
- Refer any evidence of a reprisal offence under section 20 of the PID Act to the Commissioner of Police or the ICAC.

4.3.2 Disclosures coordinator

The disclosures coordinator has a central role in the CSO's PIDs procedure. The disclosures coordinator can receive and assess PIDs, and is the primary point of contact in the CSO for the discloser. The disclosures coordinator has a responsibility to:

- Assess disclosures to determine whether or not a disclosure should be treated as a PID, and to decide how each disclosure will be dealt with.
- Coordinate the CSO's response to a PID.
- Acknowledge PIDs and provide updates and feedback to the discloser.
- Assess whether it is possible and appropriate to keep the discloser's identity confidential.
- Assess the risk of reprisal and workplace conflict related to or likely to arise out of a PID, and develop strategies to manage any risk identified.
- Where required, provide or coordinate support to staff involved in the PID or investigation process, including protecting the interests of any officer the subject of a PID.
- Ensure the CSO complies with the PID Act.



Provide six-monthly reports to the NSW Ombudsman in accordance with section 6CA of the PID Act.

4.3.3 Disclosures Officers

Disclosures officers are additional points of contact within the internal reporting system. They can provide advice about the system and the internal reporting policy, receive reports of wrongdoing and assist staff to make reports. Disclosures officers have a responsibility to:

- Document in writing any reports received verbally, and have the document signed and dated by the reporter.
- Make arrangements to ensure reporters can make reports privately and discreetly when requested, if necessary away from the workplace.
- Discuss with the reporter any concerns they may have about reprisal or workplace conflict.
- Carry out a preliminary assessment and forward reports to the disclosures coordinator or principal officer for further assessment.

4.3.4 Supervisors and managers

Supervisors and managers play an important role in managing the immediate workplace of those involved in or affected by the internal PIDs process. Supervisors and managers should be aware of the internal PIDs policy and are responsible for creating a local work environment where staff are comfortable and confident about making a PID. They have a responsibility to:

- Encourage staff to use the procedure established by this policy when making PIDs covered by the PID Act, and support staff when they do.
- Implement team management strategies, in consultation with a disclosure officer or disclosures coordinator, to minimise the risk of reprisal or workplace conflict in relation to a PID.
- Notify the disclosures coordinator or Crown Solicitor immediately if they believe a staff member is being subjected to reprisal as a result of making a PID.



Conduct which can be the subject of a PID

PIDs may be made about:

- Corrupt conduct.
- Maladministration.
- Serious and substantial waste of public money.
- Breach of the GIPA Act.
- Local government pecuniary interest contravention.

The CSO will respond to all PIDs and make every attempt to protect the staff member making the PID from reprisal.

5.1 Corrupt conduct

Corrupt conduct is the dishonest or partial exercise of official functions by a public official.

For example, this could include:

- The improper use of knowledge, power or position for personal gain or the advantage of others.
- Acting dishonestly or unfairly, or breaching public trust.
- A public official being influenced by a member of public to use their position in a way that is dishonest, biased or breaches public trust.

5.2 Maladministration

Maladministration is conduct that involves action or inaction of a serious nature that is contrary to law, unreasonable, unjust, oppressive or improperly discriminatory or based wholly or partly on improper motives.

For example, this could include:

- Making a decision and/or taking action that is unlawful.
- Refusing to grant someone a licence for reasons that are not related to the merits of their application.

5.3 Serious and substantial waste of public money

Serious and substantial waste is the uneconomical, inefficient or ineffective use of resources that could result in losing or wasting public money.

For example, this could include:

Not following a competitive tendering process for a large scale contract.



Having bad or no processes in place for a system involving large amounts of public funds.

5.4 Breach of the GIPA Act

A breach of the *Government Information (Public Access) Act 2009 (GIPA Act*) is a failure to properly fulfil functions under that Act.

For example, this could include:

- Destroying, concealing or altering records to prevent them from being released.
- Knowingly making decisions that are contrary to the legislation.
- Directing another person to make a decision that is contrary to the legislation.

Local government pecuniary interest contravention

A local government pecuniary interest contravention is a failure to comply with requirements under the *Local Government Act 1993* relating to the management of pecuniary interests. These include obligations to lodge disclosure of interests returns, disclose pecuniary interests at council and council committee meetings and leave the meeting while the matter is being discussed. A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person.

For example, this could include:

- A senior council staff member recommending a family member for a council contract and not declaring the relationship.
- A councillor participating in consideration of a DA for a property they or their family have an interest in.

This would be relevant to CSO if a staff member becomes aware of conduct of a council officer with whom they interact.



Assessment of disclosures

All disclosures will be promptly and thoroughly assessed to determine what action will be taken to deal with the disclosure and whether or not the disclosure will be treated as a PID.

The disclosures coordinator is responsible for assessing disclosures received by or referred to the disclosures coordinator by the Crown Solicitor or a disclosure officer, in consultation with the Crown Solicitor where appropriate. All disclosures will be assessed on the information available to the disclosures coordinator at the time. It is up to the disclosures coordinator to decide whether an investigation should be carried out and how that investigation should be carried out. In assessing a disclosure the disclosures coordinator may decide that the disclosure should be referred elsewhere or that no action should be taken on the disclosure.



7. When will a disclosure be treated as a PID?

The CSO will treat a disclosure as a PID if it meets the criteria of a PID under the *PID Act*. These requirements are:

- The disclosure must be about corrupt conduct, maladministration, serious and substantial waste of public money, breach of the *GIPA Act*, or a local government pecuniary interest contravention.
- The person making the disclosure must honestly believe on reasonable grounds that the information shows or tends to show corrupt conduct, maladministration, or serious and substantial waste of public money.
- The disclosure has to be made to either the Crown Solicitor, a person nominated in this policy (see Who can receive a PID within the CSO?), an investigating authority or in limited circumstances to an MP or journalist (see Who can receive a PID outside the CSO?).

Disclosures by staff are not PIDs if they:

- Mostly question the merits of government policy.
- Are made with the sole or substantial motive of avoiding dismissal or other disciplinary action.



Who can receive a PID within the CSO?

The following are the only staff within the CSO who are authorised to receive a PID. The broader responsibilities of these positions are outlined under ROLES AND RESPONSIBILITIES.

Crown Solicitor	Karen Smith Crown Solicitor 60-70 Elizabeth Street Email: Karen.Smith@cso.nsw.gov.au
Disclosures Coordinator	Director, People and Transformation 60-70 Elizabeth Street
	Phone: (02) 9474 9000
Disclosures Officers	Senior Human Resources Business Partner
	Human Resources Business Partners
	Senior Legal Support Manager



Who can receive a PID outside the CSO?

Staff are encouraged when making PIDs to use the CSO procedure established by this policy, but internal disclosure is not your only option. You can also make a PID to:

- An investigating authority.
- A Member of Parliament or a journalist, but only in the limited circumstances outlined below.

9.1 Investigating authorities

The *PID Act* lists a number of investigating authorities in NSW that staff can make PIDs to and the type of activity each authority can deal with. In certain circumstances it may be preferable to make a PID to an investigating authority, for example any PID about the Crown Solicitor.

The relevant investigating authorities for the CSO are:

- The Independent Commission Against Corruption (ICAC) for PIDs about corrupt conduct.
- The Ombudsman for PIDs about maladministration.
- The Auditor-General for PIDs about serious and substantial waste.
- The Information & Privacy Commissioner for PIDs about a breach of the GIPA Act.

You should contact the relevant investigation authority for advice about how to make a PID to them. Contact details for each investigating authority are provided at the end of this policy.

You should be aware that the investigating authority may well discuss any such PIDs with the CSO. The CSO will make every effort to assist and cooperate with the investigating authority to ensure the matter is dealt with appropriately and there is a satisfactory outcome. The CSO will also provide appropriate support and assistance to staff who make PIDs to an investigating authority, if the CSO is made aware that this has occurred.

9.2 Members of Parliament or journalists

To have the protections of the *PID Act*, staff making a PID to a Member of Parliament (MP) or a journalist must have already made substantially the same PID to one of the following:

- The Crown Solicitor.
- A person nominated in this policy.



An investigating authority.

Also, the CSO or the investigating authority that received your initial PID must have either:

- Decided not to investigate the matter.
- Decided to investigate the matter, but not completed the investigation within six months of the original PID.
- Investigated the matter but not recommended any action as a result.
- Not told the person who made the PID, within six months of the PID being made, whether the matter will be investigated.

Most importantly – to be protected under the *PID Act* – if you make PIDs to an MP or a journalist you will need to be able to prove that you have reasonable grounds for believing that the PID is substantially true and that it is in fact substantially true.

9.3 Other external disclosures

If you make disclosures to a person or authority that is not listed above, or make a disclosure to an MP or journalist without following the steps outlined above, you will not be protected under the *PID Act*. This may mean you will be in breach of legal obligations or the CSO code of conduct – by, for example, disclosing confidential information.

For more information about making a PID outside the CSO, contact a disclosure officer, disclosure coordinator or the NSW Ombudsman's Public Interest Disclosures Unit. Their contact details are provided at the end of this policy.



10. How to make a PID

It is preferred that a PID be made internally within the CSO, using the CSO's INTERNAL DISCLOSURES FORM. Complete the form, and then contact one of the officers listed at 8 above. Who can receive a PID within the CSO?

If you do not wish to make an internal disclosure, there are a number of investigative authorities to whom external disclosures can be made. These authorities are listed at 9 above. Details of how to make disclosures to investigative authorities are outlined on their relevant website.

10.1 Can a PID be anonymous?

There will be some situations where you may not want to identify yourself when you make a PID. Although these PIDs will still be dealt with by the CSO, it is best if you identify yourself. This allows us to provide you with any necessary protection and support, as well as feedback about what action is to be taken or has been taken to deal with the issues raised in the PID, or the outcome of any investigation.

It is important to realise that an anonymous PID may not prevent you from being identified by the subjects of the PID or your colleagues. If the CSO does not know who made the PID, it is very difficult for the CSO to prevent any reprisal should others identify you.

If you wish to make an anonymous PID, complete the INTERNAL DISCLOSURES FORM without personal details and forward it via internal mail to the appropriate officer in a sealed envelope marked "PRIVATE & CONFIDENTIAL".



11. Feedback to staff who make PIDs

Staff who make PIDs will be told to the extent possible what is happening in response to their PID.

11.1 Acknowledgement

When you make a PID, the CSO will contact you to confirm that your PID has been received and to advise:

- The timeframe within which you will receive further updates.
- The name and contact details of the people who can tell you what is happening or handle any concerns you may have.

After a decision is made about how your PID will be dealt with, the CSO will send you an acknowledgment letter, providing:

- Information about the action that will be taken in response to your PID.
- The likely timeframes for any investigation or other action.
- Information about the internal and external resources or services available that you can access for support.

The CSO will provide this information to you within ten working days from the date you make your disclosure. The CSO will also advise you if the CSO decides to treat your disclosure as a PID and provide you with a copy of this policy at that time, as required by the *PID Act*.

Please note, if you make a PID which meets the requirements of the *PID Act* but the PID was made under a statutory or legal obligation or incidental to the performance of your day to day functions, you will not receive an acknowledgement letter or a copy of this policy.

11.2 Progress updates

While your PID is being dealt with, such as by investigation or making other enquiries, you will be given to the extent possible:

- Information about the progress of the investigation or other enquiries and reasons for any delay.
- Advice of any decision by the CSO not to proceed with the matter.
- Advice if your identity needs to be disclosed for the purposes of investigating the matter or making enquiries, and an opportunity to talk about this beforehand.

11.3 Feedback

Once the matter has been finalised you will be given:



Enough information to show that adequate and appropriate action was taken and/or is proposed to be taken in response to your PID and any problem that was identified.



Maintaining confidentiality

The CSO realises disclosers may want their identity and the fact that they have made a PID to remain confidential.

Where possible and appropriate the CSO will take steps to keep your identity, and the fact you have made a PID, confidential. The CSO will discuss with you whether it is possible to keep your identity confidential.

If confidentiality cannot be maintained, the CSO will develop a plan to support and protect you from reprisal in consultation with you.

If you make PIDs, it is important that you only discuss your PID with those responsible for dealing with it. In the CSO this will be a disclosure officer, disclosure coordinator or the Crown Solicitor. The fewer people who know about your PID, before and after you make it, the more likely it will be that the CSO can protect you from any reprisal.

Any staff involved in the investigation or dealing with a PID, including witnesses, are also required to maintain confidentiality and not disclose information about the process or allegations to any person except for those people responsible for handling the PID.



Managing the risk of reprisal and workplace conflict

When a staff member makes a PID, the CSO will undertake a thorough risk assessment to identify the risk to you of detrimental action in reprisal for making the PID, as well as indirect but related risks of workplace conflict or difficulties. The risk assessment will also identify strategies to deal with those risks and determine the level of protection and support that is appropriate.

Depending on the circumstances, the CSO may:

- Relocate the discloser or the staff member who is the subject of the allegation within the current workplace.
- Transfer the discloser or the staff member who is the subject of the allegation to another position for which they are qualified.
- Grant the discloser or the staff member who is the subject of the allegation leave of absence during the investigation of the PID.

These courses of action are not punishment and will only be taken in consultation with the discloser.



Protection against reprisals

The CSO will not tolerate any reprisal against staff who make PIDs or are believed to have made a PID.

The *PID Act* provides protection for staff who have made a PID by imposing penalties on anyone who takes detrimental action against another person substantially in reprisal for that person making a PID. These penalties also apply to cases where a person takes detrimental action against another because they believe or suspect the other person has made or may have made a PID, even if they did not.

Detrimental action means action causing, comprising or involving any of the following:

- Injury, damage or loss.
- Intimidation or harassment.
- Discrimination, disadvantage or adverse treatment in relation to employment.
- Dismissal from, or prejudice in, employment.
- Disciplinary proceedings.

A person who is found to have committed a reprisal offence may face criminal penalties such as imprisonment and/or fines, and may be required to pay the victim damages for any loss suffered as a result of the detrimental action. Taking detrimental action in reprisal is also misconduct which may result in disciplinary action.

It is important for staff to understand the nature and limitations of the protection provided by the *PID Act*. The *PID Act* protects staff from detrimental action being taken against them because they have made, or are believed to have made, a PID. It does not protect staff from disciplinary or other management action where the CSO has reasonable grounds to take such action.

14.1 Responding to allegations of reprisal

If you believe that detrimental action has been or is being taken against you or someone else in reprisal for making a PID, you should tell your supervisor, the PID officer, PID coordinator or the Crown Solicitor immediately.

All supervisors must notify a PID officer, PID coordinator or the Crown Solicitor if they suspect that reprisal against a staff member is occurring or has occurred, or if any such allegations are made to them.

If the CSO becomes aware of or suspects that reprisal is being or has been taken against a person who has made a PID, the CSO will:



- Assess the report of reprisal to decide whether it should be treated as a PID and whether the matter warrants investigation or if other action should be taken to resolve the issue.
- If the reprisal allegation warrants investigation, ensure this is conducted by a senior and experienced member of staff.
- If it is established that reprisal is occurring against someone who has made a PID, take all steps possible to stop that activity and protect the discloser.
- Take appropriate disciplinary action against anyone proven to have taken or threatened any action in reprisal for making a PID.
- Refer any evidence of an offence under s. 20 of the PID Act to the ICAC or NSW Police Force.

If you allege reprisal, you will be kept informed of the progress and outcome of any investigation or other action taken in response to the allegation.

If you have made a PID and are experiencing reprisal which you believe is not being dealt with effectively, contact the Ombudsman or the ICAC (depending on the type of PID you made). Contact details for these investigating authorities are included at the end of this policy.

Protection against legal action

If you make a PID in accordance with the *PID Act*, you will not be subject to any liability, and no action, claim or demand can be taken against you for having made the PID. You will not have breached any confidentiality or secrecy obligations and you will have the defence of absolute privilege in defamation.



Support for those making a PID

The CSO will make sure that staff who have made a PID, regardless of whether their PID is treated as a PID, are provided with access to any professional support they may need as a result of the PID process – such as stress management or counselling services.

Access to support may also be available for other staff involved in the internal PID process where appropriate. Disclosers and other staff involved in the process can discuss their support options with the PIDs coordinator.

Contact:

- CSO Human Resources.
- The Department of Communities & Justice's employee assistance program: 1300 366 789.



Sanctions for making false or misleading statements

It is important all staff are aware that it is a criminal offence under the *PID Act* to wilfully make a false or misleading statement when making a disclosure. The CSO will not support staff who wilfully make false or misleading disclosures. Such conduct may also be a breach of the code of conduct resulting in disciplinary action



The rights of persons the subject of a PID

The CSO is committed to ensuring staff who are the subject of a PID are treated fairly and reasonably. This includes keeping the identity of any person the subject of a PID confidential, where this is practical and appropriate.

If you are the subject of the PID, you will be advised of the allegations made against you at an appropriate time and before any adverse findings. At this time you will be:

- Advised of the details of the allegation.
- Advised of your rights and obligations under the relevant related policies and procedures.
- Kept informed about the progress of any investigation.
- Given a reasonable opportunity to respond to any allegation made against you.
- Told the outcome of any investigation, including any decision made about whether or not further action will be taken against you.

Where the PID against the subject officer is clearly incorrect, or has been investigated and unsubstantiated, the subject officer will be supported by the CSO. The fact of the PID and any investigation will be kept confidential unless otherwise agreed to by the subject officer.

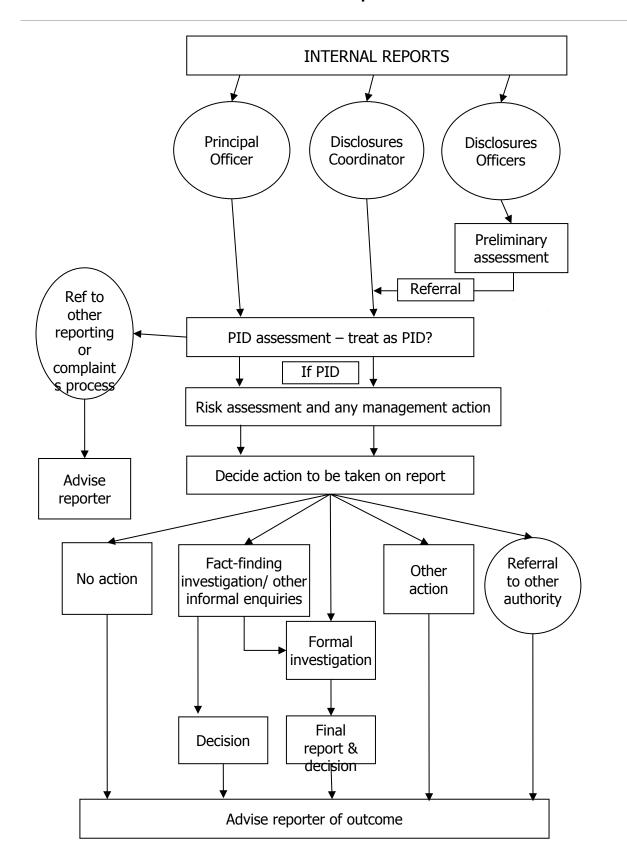


18. Review

This policy will be reviewed by the CSO in accordance with the POLICY AND PROCEDURE POLICY schedule. The CSO may refer to the NSW Ombudsman's Public Interest Disclosures Unit for any required advice or guidance on how to conduct the review.



19. Flow chart for CSO PID procedure





20. Resources

The contact details for external investigating authorities that staff can make a PID to or seek advice from are listed below.

Corrupt conduct	Independent Commission Against Corruption (ICAC)		
	Phone: (02) 8281 5999		
	Toll free: 1800 463 909		
	Email: ICAC@ICAC.NSW.GOV.AU		
	Web: www.icac.nsw.gov.au		
	Address: Level 7, 255 Elizabeth Street, Sydney NSW 2000		
Maladministration	NSW Ombudsman		
	Phone: (02) 9286 1000		
	Toll free (outside Sydney metro): 1800 451 524		
	Email: NSWOMBO@OMBO.NSW.GOV.AU		
	Web: www.ombo.nsw.gov.au		
	Address: Level 24, 580 George Street, Sydney NSW 2000		
Serious and	Auditor-General of the NSW Audit Office		
substantial waste	Phone: (02) 9275 7100		
	Email: GOVERNANCE@AUDIT.NSW.GOV.AU		
	Web: www.audit.nsw.gov.au		
	Post: Audit Office of New South Wales, Enquiries, GPO Box		
	12, Sydney NSW 2001		
Local councils	Office of Local Government		
	Phone: (02) 4428 4100		
	Email: olg@olg.nsw.gov.au		
	Web: www.olg.nsw.gov.au		
	Address: 5 O'Keefe Avenue, Nowra, NSW 2541		
Police misconduct	Law Enforcement Conduct Commission (LECC)		
	Phone: (02) 9321 6700		
	Toll free: 1800 657 079 Email:		
	CONTACTUS@LECC.NSW.GOV.AUWeb:		
	www.lecc.nsw.gov.auAddress: Level 3, 111 Elizabeth Street,		
	Sydney NSW 2000		
breaches of the	Information & Privacy Commissioner		
GIPA Act	Toll free: 1800 472 679		
	Email: IPCINFO@IPC.NSW.GOV.AU		
	Web: www.ipc.nsw.gov.au		
	Address: Level 17, 201 Elizabeth Street Sydney 2000		

More information around public interest disclosures is available on our intranet. Staff can also seek advice and guidance from the disclosures coordinator and the NSW Ombudsman's website at www.ombo.nsw.gov.au.



Version History

Date	Version	Review By	Comment
8 April 2020	3	Karen Smith, Crown Solicitor	

^{*}Keep version history entries back to two years prior to the current release date. Earlier entries may be deleted.

Related documents:

TABLE OF CONTENTS

INDEPENDENT COMMISSION AGAINST CORRUPTION

NSW OMBUDSMAN

NSW AUDITOR-GENERAL

INFORMATION & PRIVACY COMMISSIONER

CODE OF CONDUCT

GRIEVANCE PROCEDURE

POLICY AND PROCEDURE POLICY