

NATIONAL CRIMINAL HISTORY RECORD CHECK GENERAL INFORMATION

GENERAL INFORMATION

This Form and the information you provide will be used by Precise Background Services to conduct a National Criminal History Record Check. Unless statutory obligations require otherwise, the information provided on this Form will not be used without your prior consent for any purpose other than for which it is requested.

CRIMINAL HISTORY RECORD CHECK

Information extracted from this Form will be forwarded to the CrimTrac Agency and other Australian police services¹ for checking action. By signing the Form you are providing your consent to these agencies:

- a) disclosing criminal history information that pertains to you from their own records to Precise Background Services for onward transmission to Goulburn-Murray Water; and/or
- b) accessing their records to obtain criminal history information that in turn will be disclosed to Precise Background Services for onward transmission to Goulburn-Murray Water;.

Such criminal history information may include outstanding charges, and criminal convictions/findings of guilt recorded against you that may be disclosed according to the laws of the relevant jurisdiction and, in the absence of any laws governing the release of that information, according to the relevant jurisdiction's information release policy.

It is usual practice for an applicant's personal information to be disclosed to Australian police services for them to use for their respective law enforcement purposes including the investigation of any outstanding criminal offences.

SPENT CONVICTIONS SCHEMES

Victoria Police

For the purposes of employment, voluntary work or occupational licensing/registration, police may restrict the release of a person's police record according to the police "Information Release Policy". If you have a police record the "Information Release Policy" may take into account the age of the police record and the purpose for which the information is being released. If ten years have elapsed since you were last found guilty of an offence, police will, in most instances, advise that you have no disclosable court outcomes. However, a record over ten years may be released:

- if it includes a term of imprisonment longer than thirty months;
- if it includes a serious, violent or sexual offence and the records check is for the purpose of working with children, elderly people or disabled people;
- if it is in the interests of crime prevention or public safety.

Findings of guilt without conviction and good behaviour bonds may be released. Recent charges or outstanding matters under investigation that have not yet gone to court may also be released.

Other Australian police services

Where a criminal history record with another Australian police service has been obtained, any relevant legislation (and/or release policy) affecting that police service will be applied before that record is released. Under various pieces of Commonwealth, State and Territory legislation a person has the right,

¹ Australian Federal Police, New South Wales Police Force, Victoria Police, Queensland Police Service, South Australia Police, Western Australia Police, Tasmania Police, Northern Territory Police Force.

in particular circumstances or for a particular purpose, to not disclose certain convictions/findings of guilt over a certain age. Such convictions (widely referred to as “spent” or “rehabilitated” convictions) will not be released unless the records check is for the applicant’s personal information only and provided that this is in accordance with relevant legislation (and/or release policy). Please contact individual police services directly for further information about their release policies and any legislation that affects them.

PROVISION OF FALSE OR MISLEADING INFORMATION

You are asked to certify that the personal information you have provided on this form is correct. If it is subsequently discovered, for example as a result of a check of police records, that you have provided false or misleading information, you may be assessed as unsuitable.

You should note that the existence of a record does not mean that you will be assessed automatically as being unsuitable. Each case will be assessed on its merit, so it is in your interest to provide full and frank details in the form.

STAFF-IN-CONFIDENCE (when completed)

**CONSENT TO OBTAIN PERSONAL INFORMATION FORM
(NO EXCLUSION)**

(BLOCK LETTERS and in BLACK INK)

I, _____ hereby:

Family Name (Current)

Given Names (Current)

1. acknowledge that I have read the Spent Convictions Schemes section of the Information sheet and understand that Spent Convictions legislation (however described) in the Commonwealth and many States and Territories protects “spent convictions” from disclosure;
2. understand that the position for which I am being considered is in a category for which NO exclusion has been granted from the application of the Spent Convictions legislation;
3. have fully completed this Form, and the personal information I have provided in it relates to me, contains my full name and all names previously used by me, and is correct;
4. consent to Precise Background Services disclosing personal information about me from this Form to the CrimTrac Agency and the Australian police services;
5. consent to:
 - (i) the CrimTrac Agency disclosing personal information about me to the Australian police services;
 - (ii) the Australian police services disclosing, from their records, details of convictions and outstanding charges, including findings of guilt or the acceptance of a plea of guilty by a court, that can be disclosed in accordance with the laws of the Commonwealth, States and Territories and, in the absence of any laws governing the disclosure of this information, disclosing in accordance with the policies of the police service concerned;
 - (iii) the CrimTrac Agency providing the information disclosed by the Australian police services to Precise Background Services in accordance with the laws of the Commonwealth;
 - (iv) Precise Background Services disclosing personal information about me to Goulburn-Murray Water to assess my suitability in relation to my employment; and
6. acknowledge that any information provided by me on this Form, or by the Australian police services, may be taken into account by Goulburn-Murray Water in assessing my suitability for the (**specify position or entitlement**) for which I am applying.

Signature _____

Date ____/____/____

Note: The information you provide on this Form, and which the CrimTrac Agency provides to Precise Background Services on receipt of the Form, will be used only for the purpose stated above unless statutory obligations require otherwise.

