



**NOTIFICATION OF DISCLOSURE UNDER THE [PUBLIC INTEREST DISCLOSURE ACT 2013](#)**

This form may be used by any public official who is seeking to make a Public Interest Disclosure (PID). Completion of the form is not compulsory, but it does provide guidance for what to include in a submission.

Completed forms can be:

- emailed to [pid@aihw.gov.au](mailto:pid@aihw.gov.au) with the subject line:  
**Confidential: For the attention of Head, Business & Technology Group/ General Counsel/ an Authorised Officer\***
- sent directly to an Authorised Officer, GPO Box 9848, Canberra ACT 2601, Australia, with any envelopes or external covers marked:  
**Confidential: For the attention of Head, Business & Technology Group / General Counsel/ an Authorised Officer\***
- provided to your supervisor who can pass it on to an Authorised Officer\*.

**\* If you address your disclosure to an Authorised Officer, it will be forwarded to the most appropriate person.**

| 1. YOUR DETAILS (OPTIONAL)   |  |
|--|--|
| <b>Your full name</b>  |  |
| <b>Phone number</b>  |  |
| <b>Email</b>   |  |
| If you have provided your name and/or contact details, do you consent to these details being provided to the Principal Officer of the institute (or their delegate) in the event the disclosure is allocated to the institute? |  |

**You do not have to provide your name and contact details to make a disclosure.**

**2. YOUR STATUS AS A PUBLIC OFFICIAL**

|   |  |
|---|--|
| <p><b>Are you, or have you ever been, employed or engaged by the institute?</b></p>   |  |
| <p><b>If no, are you, or have you ever been, employed by the Commonwealth? Please provide details</b></p>   |  |
| <p><b>If no, have you been a contracted service provider for a Commonwealth contract, or an officer or employee of a contracted service provider for a Commonwealth contract? Please provide details.</b></p> |  |

**3. ALLEGED DISCLOSABLE CONDUCT**

|   |  |
|---|--|
| <p><b>Please provide details of the following matters (attach a separate document if necessary):</b></p> <ul style="list-style-type: none"><li>• <b>The conduct you believe amounts to disclosable conduct;</b></li><li>• <b>When and where the conduct occurred;</b></li><li>• <b>Who was involved in the conduct; and</b></li><li>• <b>Any relevant background information.</b></li></ul> |  |
|---|--|

**What form of disclosable conduct do you consider has been engaged in?**  
(See section 29 of the PID Act. Select all that apply by holding down the Ctrl key before making your selection.)

|  |  |
|--|--|
| <p><b>Is anyone else aware of the conduct described above?</b></p>   | <p>If yes, please provide their details.</p>                 |
| <p><b>Has any action been taken in relation to the conduct described above?</b></p>  | <p>If yes, please provide details of that conduct.</p>       |
| <p><b>Has this conduct previously been, or is currently being investigated?</b></p> <p><b>This includes under the PID Act, Code Investigation or another Commonwealth law.</b></p> | <p>If yes, please provide details of that investigation.</p> |
| <p><b>Do you have anything further you would like to add?</b></p>  |  |

**If you have any supporting correspondence or documentation, please provide these details at the time of making your disclosure (i.e., as attachments to your correspondence to the Authorised Officer).**