

Ombudsman notification template (Attachment 3) Public Interest Disclosures Act 2002

Public body name:

Date of disclosure:

Contact person: *(include telephone and email contact details)*

Date of s 33 determination: *(to be made within 45 days of date of disclosure)*

Date of notification:

Notification type

- Section 34 – Determination that disclosure is a public interest disclosure
Notification to be made within 14 days of decision
- Section 35 – Determination that disclosure is not a public interest disclosure
Notification to be made within 14 days of decision
- Section 65 – Decision not to investigate public interest disclosure under s 64
Notification to be made within 14 days of decision
- Section 76 – Findings of investigation and steps taken under s 75
Investigation to be completed within 6 months unless Ombudsman extension granted

Evidence attached

- Copy of original disclosure or record of oral disclosure
- Disclosure assessment
- Risk assessment/s

Investigation report including:

- the transcript or other record of any oral evidence taken, including audio or video recordings; and
- all documents, statements or other exhibits received by the investigator and accepted as evidence during the course of the investigation.

Any other material used to make determination (list):

-
-
-

DOCUMENT INFORMATION

Reference number	SF3199
Version	DRAFT
Review	DRAFT
Key function	
Document type	Form
Responsible Network	Governance
Approved by	Council
Action Officer	
Text search key words	Public Interest Disclosure Form

To be communicated to <i>(To be identified by Approver)</i> (Insert ✓ in relevant row)		Department/Area only
		Network via General Manager and Team Managers
		Specific Areas: •
	✓	Organisation-wide
	✓	Website
	✓	Intranet (via a link)
		External notification e.g. Department Premier and Cabinet, Director Public Health, Tasmania Police •

Hard copy distribution	<< List all the hard copy locations of this document. You only need to fill out this section if you need to track the location of the hard copies of this document.>>
-------------------------------	---