

## Fraud and Corruption referral form

The Australian Pesticides and Veterinary Medicines Authority (APVMA) does not tolerate fraudulent or corrupt behaviour and is committed to preventing, detecting and responding to fraud and corruption in all operations. All APVMA personnel (including contracted personnel) are responsible for ensuring strong, robust and effective fraud and corruption control.

This form should be used to notify the APVMA of alleged fraud or corruption. Please provide as much detail as possible, noting that information gaps can be filled at a later date.

Completed forms should returned to <a href="mailto:integrity@apvma.gov.au">integrity@apvma.gov.au</a> or by mail to:

Integrity Team GPO Box 574 Canberra ACT 2601 Australia

Please ensure you download and save the form from our website before completing it.

## Overview of the alleged fraud or corruption

Please provide a brief overview of the alleged fraud or corruption:

Please ensure that all acronyms are spelled out in the first instance, i.e. Australian Taxation Office (ATO)
On what date did the suspected or detected fraud or corruption occur?
Please use DD / MM / YYYY format

Please provide a chronological account of the facts giving rise to the allegation(s):
What is the name of the suspected offender(s) (where known)?
Who is the nominated contact person for this allegation?
You can leave this field blank if you wish to remain anonymous
Please provide the email address and telephone number for the nominated contact person:
You can leave this field blank if you wish to remain anonymous
Additional information
Please enter any other relevant information you would like to provide:

## **Further information**

For further information refer to <u>APVMA integrity page</u> on the APVMA website. You can also find the the APVMA Fraud and Corruption Control Policy and APVMA Fraud and Corruption Control Plan on this page.

If you require additional information about this form, or for any fraud control queries, please contact <a href="mailto:integrity@apvma.gov.au">integrity@apvma.gov.au</a>.

## **Privacy notification**

When you report fraud or corruption to the APVMA, we collect and use your personal information to assist us in assessing and/or investigating the allegation, to manage the risk of fraud or corruption against APVMA and the Australian Government, and as otherwise authorised by the *Privacy Act 1988* (Cth) (Privacy Act). To this end, we may contact you about the information you have provided unless you submit this information anonymously.

The APVMA may also disclose externally the information you have provided so the alleged fraud or corruption can be investigated and, as necessary, prosecuted by the appropriate authority. This may include disclosing the information to any contractor engaged by APVMA to investigate the allegation as well as the Australian Federal Police and/or local authorities.

To the greatest extent possible, the APVMA will not provide information that identifies you when disclosing the allegation, as it is the APVMA's practice to protect your identify unless authorised to disclose by an Australian law. If we are unable to collect your personal information, both the APVMA and relevant authorities may be unable to investigate fully the circumstances you have reported.

Further information about how we handle your personal information is contained in the APVMA's <u>Privacy Policy</u>, available at apvma.gov.au/node/59876.

The Privacy Policy also explains how:

- you can access and seek to correct your personal information
- to make a complaint about our privacy practices and how your complaint will be handled.

For queries in relation to privacy matters, you can contact the APVMA by email at privacy@apvma.gov.au.