

Professional Standards Uniform Regulations 2017 (Melbourne)

as at 28 June 2018

The Archbishop-in-Council of the Diocese of Melbourne makes the following Regulations pursuant to section 185 of the *Professional Standards Uniform Act 2016* (Melbourne):

Short title

1. These Regulations may be cited as the **Professional Standards Uniform Regulations 2017 (Melbourne)**.

Commencement

2. These regulations come into operation on 1 July 2017.

Definition

3. In these Regulations —

the Act means the **Professional Standards Uniform Act 2016 (Melbourne)**.

Other expressions have the same meaning as in the Act.

Form of consent to formal process

4. The written consent of a complainant under section 22(1) of the Act must be in Form 1 of the Schedule, with any necessary modifications.

Form of application for clearance for ministry

5. An application to the Office of Professional Standards for a clearance for ministry under section 50 of the Act must be in Form 2 of the Schedule, with any necessary modifications.

Form of application for clearance for service

6. An application to the Office of Professional Standards for a clearance for service under section 60 of the Act must be in Form 3 of the Schedule, with any necessary modifications.

Form of reference to the Professional Standards Board

7. A reference by the Professional Standards Committee to the Professional Standards Board under section 69 of the Act must include a notice in Form 4 of the Schedule, with any necessary modifications.

Form of application for review of a decision of the Professional Standards Board

8. An application for review of a decision of the Professional Standards Board under section 89 of the Act must be in Form 5 of the Schedule, with any necessary modifications.

SCHEDULE
Professional Standards Uniform Regulations 2017 (Melbourne)
FORM 1

Reg. 4

CONSENT OF COMPLAINANT TO FORMAL PROCESS

under s 22 of the Professional Standards Uniform Act 2016 (Melbourne) (the Act)

TO: The Director of Professional Standards

Name of complainant—

Address—

Description of complaint:

I the above named complainant CONSENT to —

- (a) the giving by the Director of notice of the complaint and the identity of the complainant to the respondent;
- (b) the investigation of the complaint by the PSC or its delegate;
- (c) the PSC otherwise dealing with it under this Act;
- (d) the hearing and determination of the complaint by the Board and on any review, the Review Board, either by hearing or otherwise in accordance under this Act; and
- (e) the making of recommendations to the Archbishop or other Church authority in accordance with this Act.

.....

Complainant

Date:

NOTE: Section 22 of the Act provides:

22. (1) The Director must prior to any investigation seek from the complainant his or her written consent to—
- (a) the giving by the Director of notice of the complaint and the identity of the complainant to the respondent;
 - (b) the investigation of the complaint by the PSC or its delegate;
 - (c) the PSC otherwise dealing with it under this Act;
 - (d) the hearing and determination of the complaint by the Board and on any review, the Review Board, either by hearing or otherwise in accordance under this Act; and
 - (e) the making of recommendations to the Church authority in accordance with this Act.
- (2) If the complainant (other than the Director) has not given the written consent referred to in the preceding subsection—
- (a) the Director and the PSC must, subject to any obligation referred to in subsection (3), respect the confidentiality of the identity of the complainant;
 - (b) the PSC may, subject to subsection (2)(a), investigate the complaint but shall not be required to do so and otherwise to refer it to the Board;
 - (c) the PSC may but is not obliged to dismiss the complaint or take no further action in relation to the complaint; but
 - (d) the PSC may with the consent of the complainant arrange with the complainant, the respondent and if appropriate, the Church authority mediation conciliation neutral evaluation or other alternative resolution of any dispute associated with the complaint, with a view to addressing any breakdown in relationships and achieving a reconciliation between the parties.
- (3) The relevant obligations are under any State or Federal law—
- (a) to disclose information to a member of the police force¹; and
 - (b) otherwise to take reasonable steps to reduce or remove a substantial risk that a relevant child will become the victim of a sexual offence committed by a person or of over the aged of 18 years who is associated with the Church in the diocese.²
- (4) In this section, ‘relevant child’ means a child (whether identifiable or not) under the age of 16 years who is, or may come, under the care, supervision or authority of the Church in the Diocese.³

¹ In certain circumstances, it is an offence punishable by 3 years imprisonment for any person of or over the age of 18 years to fail to disclose to a member of the police force of Victoria information relating to the commission of a sexual offence against a child under the age of 16 years: s327 of the *Crimes Act 1958* (Vic).

² See *Crimes Act 1958* (Vic), s49C. A negligent failure by person in authority to protect a child from a sexual offence is also an offence

³ The definition reflects the definition of ‘relevant child’ in s49C.

Professional Standards Uniform Regulations 2017 (Melbourne)

Reg. 5 Form 2 [version 28.6.2018]



ANGLICAN CHURCH OF AUSTRALIA

DIOCESE OF MELBOURNE

SAFE MINISTRY CHECK

APPLICANT'S SCREENING QUESTIONNAIRE

For Ordination Candidates, Clergy and Authorised Lay Ministers

(As approved by Archbishop in Council on 28 June 2018)

CONFIDENTIAL APPLICATION FOR CLEARANCE FOR MINISTRY

under s50 of the *Professional Standards Uniform Act 2016* (Melbourne)

PERSONAL DETAILS:

Title: _____

Surname: _____

Christian Names: _____

Previous Names: _____ Male/Female

Address: _____

Home Phone No: _____ Work Phone No: _____

Mobile Phone No: _____ Email: _____

Date of Birth: _____

Marital Status: _____

Occupation: _____

SPECIFY EACH PROPOSED ROLE OFFICE OR POSITION IN MINISTRY:

Parish or congregation or otherwise: _____

Each role, office or position held or to be held: _____

**Applicant's Screening Questionnaire
for Ordination Candidates, Clergy and Authorised Lay Ministers**

The Anglican Church of Australia has established standards of conduct for clergy and church workers to maintain a safe and healthy ministry environment.

Our commitment to these standards requires that we conduct background referencing for all persons who intend to engage in ordained and lay ministry in Australia. **This request for information is being made to comply with Anglican Church of Australia policies, and not because we have any reason to believe that any applicant has in fact engaged in inappropriate conduct.** What follows is our Screening Questionnaire for those who intend to carry out ordained or paid or licensed or authorised lay ministry in Australia.

As part of this process, we request you to answer a series of questions which are, of necessity, intimate in nature. If you do not understand the question or would like to discuss your answer further, please feel free to call the Director of Professional Standards. The completed questionnaire should be sent directly to the address below and will be kept secure in our confidential files, in accordance with the Privacy Act. Except as may be required by law, or by church disciplinary procedures, the information you supply will be used only for screening and disciplinary purposes. Where required by law, the information you supply will be produced.

You must answer all questions. You should add any additional information under the question or on a separate page. Please note that a yes answer to a question will not automatically rule an applicant out of selection.

Please note. We do not interpret a yes answer to a question as a charge of professional misconduct. Each Diocese in Australia provides a formal process for making such a charge.

Thank you for your time.

Yours faithfully

Registrar, Diocese of Melbourne

Where online application not possible—

Please return this Questionnaire in the enclosed, stamped, pre-addressed envelope directly to:

The Director of Professional Standards
Office of Professional Standards
Kooyoora Ltd
PO Box 329
CANTERBURY 3126

APPLICANT'S SCREENING QUESTIONNAIRE
FOR ORDINATION CANDIDATES, CLERGY AND AUTHORISED LAY MINISTERS

Please tick either "yes" or "no" for each question.

If the answer to any of the following questions is "yes", please indicate the question number, provide relevant information regarding your response and indicate current status of the issue(s) if any.

A yes answer will not automatically rule an applicant out of selection.

Throughout this document **charged*** or **charges*** indicates *allegations made in writing and known to you OR allegations made to a court, disciplinary tribunal or employer in Australia or in any other country.*

Throughout this document **child exploitation material*** means material that describes or depicts a person who is or who appears to be a child –

- engaged in sexual activity; or
 - in a sexual context; or
 - as the subject of torture, cruelty or abuse (whether or not in a sexual context)
- in a way that a reasonable person would regard as being, in all the circumstances, offensive.

Child exploitation material can include any film, printed matter, electronic data, computer image and any other depiction.

Before completing this document please read your diocesan policy for selection of ordination candidates, clergy and paid church workers.

1. Have you ever, since the age of eighteen, been known by any name other than the one given above?
▪ Yes No

1A. If your answer is yes, specify the name and state whether it was your maiden name.

2. Do you have any health problem(s), which may affect your work with children or young persons?
▪ Yes No

3 a. Has disciplinary action of any sort ever been taken against you by a licensing board, professional or community association, employer, educational institution, Church or any other body?
▪ Yes No

3 b. Have there been charges* against you to the above named bodies that did not result in discipline?
▪ Yes No

3 c. Are there charges* pending against you before any of the above-named bodies?
▪ Yes No

4. Have you ever been convicted of a criminal offence?
▪ Yes No

5. Have you ever been charged* with a criminal offence?
▪ Yes No

6. Have you ever been asked to resign or been terminated by a training program, employer or

Church body?

- **Yes** **No**

7. Have you ever had permission to undertake paid or voluntary work with children refused, suspended or withdrawn in Australia or any other country?

- **Yes** **No**

8 a. Have you ever had a civil suit brought against you arising out of alleged professional misconduct, or is any such pending?

- **Yes** **No**

8 b. Have you ever had professional indemnity insurance declined, suspended or revoked for any reason?

- **Yes** **No**

9. Have you ever been charged* with having engaged in sexual conduct or attempted sexual conduct with a person with whom you had a pastoral or professional relationship (e.g., a parishioner, a client, a patient, an employee, a student, a subordinate)?

- **Yes** **No**

Sexual conduct includes sexually motivated touch and conversation through to sexual intercourse of any kind. The context of the conduct includes personally, virtually or by any electronic means.

10. Have you ever been charged* with having engaged in sexual conduct with persons under the legal age of consent?

- **Yes** **No**

11. Have you ever been charged* with the production, sale or distribution of, or illegal access to child exploitation material*?

- **Yes** **No**

12. Have you ever been charged* with an offence related to sexual misconduct?

- **Yes** **No**

Sexual misconduct includes:

- abuse of power or role for sexual purposes
- sexual conduct with a person under the age of consent or an adult incompetent to give consent
- sexual assault (e.g., rape)
- soliciting for sexual purposes
- an offence related to child exploitation material* or public indecency (e.g., indecent exposure)

13. Have you ever been charged* with an offence related to sexual harassment?

- **Yes** **No**

Sexual harassment includes:

- sexual advances
- requests for sexual favours
- sexually motivated physical contact
- verbal or physical domination of a sexual nature?

14. Have you ever engaged in any of the following conduct, even though never having been charged*?

- sexual contact with a parishioner, client, patient, student, employee or subordinate
- sexual contact with a person under the age of consent

SAFE MINISTRY CHECK
- APPLICANT

- illegal use, production, sale or distribution of child exploitation material*
- conduct likely to cause harm to a child or young person, or to put them at risk of harm.

▪ **Yes** **No**

The context of the contact and conduct includes personally, virtually or by any electronic means.

15. Have you ever been charged* with verbal or physical harassment?

▪ **Yes** **No**

16. Do you have a history of alcohol abuse?

▪ **Yes** **No**

17. Do you have a history of substance abuse including prescription, over-the-counter, recreational or illegal drugs?

▪ **Yes** **No**

18. Do you have a history of problem gambling?

▪ **Yes** **No**

19. Have you ever been charged* with any offence related to cruelty to animals?

▪ **Yes** **No**

20. Have you ever been charged* with a traffic offence which required you to attend court?

▪ **Yes** **No**

21. Has your driver's licence ever been revoked or suspended?

▪ **Yes** **No**

22. Has your drivers licence ever been suspended for a period of over 3 months?

Yes **No**

23. Have you ever had an apprehended violence order, order for protection or the like issued against you as a result of allegations of violence, abuse, likely harm, harassment, stalking, etc?

▪ **Yes** **No**

24. Have you ever had a licence to own firearms refused or revoked?

▪ **Yes** **No**

25. Has a child or dependent young person in your care (as a parent or in any other capacity) ever been removed from your care, or been the subject of a risk assessment by the authorities?

▪ **Yes** **No**

26. Have you ever been charged* with misappropriating funds, or otherwise breaching fiduciary duties in any capacity?

▪ **Yes** **No**

27. Have you ever been charged* with an offence under the taxation laws?

▪ **Yes** **No**

28. Have you ever had an order made against you or entered into a composition with creditors or an assignment for the benefit of creditors under the Bankruptcy Act or have you ever had an order made against you under any Act regulating corporations?

▪ **Yes** **No**

29. Have you done anything in the past or present that may result in allegations being made against

you of child abuse*?

30. Is there any other matter or past conduct of yours that would be relevant for the Office of Professional Standards to consider in deciding whether you are fit for the proposed ministry in the Church?

▪ **Yes** **No**

*Child abuse means:

- the following conduct in relation to a child:
 - bullying;
 - emotional abuse;
 - harassment;
 - neglect;
 - physical abuse;
 - sexual abuse;
 - spiritual abuse;
 - grooming; or
 - the wilful or reckless failure to comply with the laws of the Commonwealth, a State or Territory requiring the reporting of child abuse to the police or other authority; or
 - the possession, production or distribution of child exploitation material*.
- The context of the conduct includes personally, virtually or by any electronic means.

SAFE MINISTRY CHECK
- APPLICANT

ORDINATION (complete if applicable)

I was ordained as a Deacon in the Diocese of _____

on _____

I was ordained as a Priest in the Diocese of _____

on _____

I was consecrated as a Bishop in the Diocese of _____

on _____

RECORD OF BISHOP'S LICENCES OR AUTHORITIES: (complete if applicable)

List any positions where you have previously held a Bishop's Licence or Authority.

Position	Diocese	Bishop

RECORD OF CHRISTIAN CHURCH MEMBERSHIP AND CHRISTIAN MINISTRY

List the following information regarding any church you have attended regularly during your adult life, excluding positions detailed above.

Church	Position	Location	Senior Minister	Date From Month/Year	Date To Month/Year

SAFE MINISTRY CHECK
- APPLICANT

RECORD OF EMPLOYERS

Employer	Position	Location	Date from Month/Year	Date to Month/Year

INTERSTATE / INTERNATIONAL RESIDENCE

Have you ever resided in any other Australian State or Territory, or any other country?

- **Yes** **No**

If **YES** please list all the countries and states

State or Country	Address	Dates

AUTHORITY TO PROVIDE INFORMATION AND RELEASE FROM LIABILITY OF REFEREES AND OTHERS AND CONSENT TO NATIONAL POLICE HISTORY CHECK AND/OR WORKING WITH CHILDREN CHECK OR WORKING WITH VULNERABLE PEOPLE CHECK

I understand that it is the policy of the Anglican Church of Australia to ask:

- those who serve or have served as my bishop;
- churches I have regularly attended as an adult; and
- my employers;

whether to the best of their knowledge I have engaged in specified conduct that is relevant to the assessment of whether I am a suitable person for to undertake ministry in the Church.

I have identified all positions in which I have held a bishop's licence or authority, all churches which I have regularly attended as an adult and my employers. I hereby authorise you and your delegates to contact and exchange information with them. I further hereby authorize every one of those bishops, churches and employers to inform you and your delegates of any knowledge they may have relevant to the assessment of whether I am a suitable person for to undertake ministry in the Church.

I hereby authorise my referees to answer the Referee's Screening Questionnaire and to provide any information relevant to my application to you and your delegates.

I hereby release from liability any person or organisation that provides such information. I also agree to release you and your delegates from any and all liability as it relates to any investigation by you or them regarding the information contained in this application, or any action by you or them as a result of such investigation.

I hereby consent to provide an Australian Federal Police Check if I have resided in another country. I also consent to provide a Working with Children Check.

Signature

Print Name

Date

STATUTORY DECLARATION

I _____

of _____

do solemnly and sincerely declare that:

- (1) the information I have provided in this application and the information contained in any documents accompanying this application are true and correct to the best of my knowledge and belief.

- (2) I understand that any material misstatement in or omission from this questionnaire may render me unfit to hold a particular or any office in the Church or to remain in employment in a Church body.

Applicant's signature: _____ Date: _____

Declared at: _____ this _____ day of _____ 20 _____

Signature: _____

WITNESS TO THE APPLICANT'S SIGNATURE

Name of Witness: _____

Address of Witness: _____

Title / Office held: _____

Your signature must be witnessed by a person (who is not required to read the document) authorised to witness a Statutory Declaration.

IF YOU ARE INVITED to an INTERVIEW, please bring for sighting PROOF OF IDENTITY - two (2) documents, one of which includes a photograph and one of which is either a Birth Certificate, Passport or current Driver's Licence.

ID sighted ID approved ID not approved

CHARACTER REFERENCE

Please provide three (3) referees. Referees must be over eighteen years of age and be able to give a report on your good character and suitability for ministry among children and young people. They must NOT be a relative, close friend or a member of the Selection panel. If you have lived in another state or country, please include a referee from your last parish or placement in that state and/or country.

REFEREE 1 (*Senior Church Leader e.g. rector, church warden, elder*)

Name: _____

Address: _____

State: _____ Country: _____ Postcode _____

Email: _____

Phone: (home) _____ (work) _____

REFEREE 2 (*Employer or teacher if no work history*)

Name: _____

Address: _____

State: _____ Country: _____ Postcode _____

Email: _____

Phone: (home) _____ (work) _____

REFEREE 3 (*Person who has known you for longer than 3 years and knows you well*)

Name: _____

Address: _____

State: _____ Country: _____ Postcode _____

Email: _____

Phone: (home) _____ (work) _____

Professional Standards Uniform Regulations 2017 (Melbourne)

Reg. 6 Form 3 [version 28.6.2018] as approved by Archbishop in Council

ANGLICAN DIOCESE OF MELBOURNE

CONFIDENTIAL APPLICATION FOR CLEARANCE FOR SERVICE

under s60 of the *Professional Standards Uniform Act 2016* (Melbourne)

This application form is to be completed by a lay person who is required to apply for and obtain a clearance for service in one or more roles offices or positions.

PERSONAL DETAILS OF THE APPLICANT:

Title: _____

Surname: _____

Christian Names: _____

Previous Names: _____ **Male**

Address: _____

Home Phone No: _____ *Work Phone No:* _____

Mobile Phone No: _____ **Email:** _____

Date of Birth: _____

Marital Status: _____

Occupation: _____

Drivers Licence number: _____ *expiry date* _____ *type:* _____
(a copy of a current driver's photo licence issued within Australia must be provided)

or Other Identification sighted: _____

(a copy of a birth certificate, a current Australian passport, an Australian citizenship document or Australian immigration papers, a current credit card or account card from an Australian financial institution, OR a current student identity card from an educational institution must be provided)

SPECIFY EACH PROPOSED ROLE OFFICE OR POSITION FOR SERVICE

Parish or congregation: _____

Each role, office or position held or to be held: _____

Applicant's Screening Questionnaire

The Anglican Church of Australia has established standards of conduct for voluntary church workers to maintain a safe and healthy ministry environment. Our commitment to these standards requires that we conduct background referencing for all persons who intend to engage in voluntary service having direct and regular involvement with children and young people (0 to 18 years) in Australia.

This request for information is being made to comply with Anglican Church of Australia policies, and not because we have any reason to believe that any applicant has in fact engaged in inappropriate conduct. What follows is our Screening Questionnaire for those who intend to engage in voluntary service having direct and regular involvement with children and young people in Australia.

This Screening Questionnaire is to be retained by the Office of Professional Standards within Kooyoora Ltd in a secure place. Except as may be required by law, or by church disciplinary or fitness procedures, the information you supply will be used only for screening, fitness and disciplinary purposes. Where required by law, the information you supply will be produced.

You must answer all questions. You should add any additional information for yes responses as requested. Please note that a yes answer will not necessarily result in your application being unsuccessful.

We do not interpret a yes answer to a question as an admission of misconduct. Each Diocese in Australia provides a formal process for making such a charge.

Thank you for your time.

Yours faithfully

Registrar, Diocese of Melbourne

APPLICANT'S SCREENING QUESTIONNAIRE

Please tick either "yes" or "no" for each question. If the answer to any of the following questions is "yes", please give details. **A yes answer will not automatically rule an applicant out of selection.**

In this document **charged*** indicates allegations made in writing and known to you OR allegations made to a court, disciplinary tribunal or employer in Australia or in any other country.

In this document **child exploitation material*** means material that describes or depicts a person who is or who appears to be a child –

- engaged in sexual activity; or
 - in a sexual context; or
 - as the subject of torture, cruelty or abuse (whether or not in a sexual context)
- in a way that a reasonable person would regard as being, in all the circumstances, offensive. Child exploitation material can include any film, printed matter, electronic data, computer image and any other depiction.

1. Do you have any health problem(s), which may affect your work with children or young people?
Yes / No
2. Have you ever been convicted of a criminal offence?
Yes / No
3. Have you ever been charged with a criminal offence?
Yes / No
4. Have you ever had permission to undertake paid or voluntary work with children refused, suspended or withdrawn in Australia or any other country?
Yes / No
5. Have you ever engaged in any of the following conduct (personally, virtually or by any electronic means)?
sexual contact with a person under the age of consent
production, sale, distribution or illegal use of child exploitation material*
Yes / No
6. When in a pastoral or professional relationship, have you ever engaged in sexual contact (personally, virtually, or by any electronic means) with a parishioner, client, patient, student, employee or subordinate (other than with your spouse)?
Yes / No
7. Has your driver's licence ever been revoked or suspended?
Yes / No
- 7A. Has your drivers licence ever been suspended for longer than 3 months?
Yes / No
8. Have you ever had an apprehended violence order, order for protection or the like issued against you as a result of allegations of violence, abuse, likely harm, harassment, stalking, etc?
Yes / No
9. Has a child or dependent young person in your care (as a parent or in any other capacity) ever been removed from your care, or been the subject of a risk assessment by the authorities?

Yes / No

10. Have you done anything in the past or present that may result in allegations being made against you of child abuse?

Yes / No

Child abuse means:
the following conduct in relation to a child:

- bullying;
- emotional abuse;
- harassment;
- neglect;
- physical abuse;
- sexual assault;
- spiritual abuse;
- grooming; or
- the wilful or reckless failure to comply with the laws of the Commonwealth, a State or Territory requiring the reporting of child abuse to the police or other authority; or the possession, production or distribution of child exploitation material*.

The context of the conduct includes personally, virtually or by any electronic means.

11. Have you a history of alcohol abuse or a history of substance abuse including prescription, over-the-counter, recreational or illegal drugs?

Yes / No

12. Is there any other matter or past conduct of yours that would be relevant for the Office of Professional Standards to consider in deciding whether you are fit for the proposed service in the Church?

Yes / No

RECORD OF CHRISTIAN CHURCH MEMBERSHIP

List all church organisations, churches, parishes or congregations of which you have been a member. If this is the first parish you have been a member of, please fill in the details of your current parish.

Name of parish or organization	Location or address	Start date (month and year) as member	End date (month and year) as member	All positions held during my time as a member	All senior ministers or chief executives during my time as a member

AUTHORITY TO PROVIDE INFORMATION AND RELEASE FROM LIABILITY OF REFEREES AND OTHERS AND CONSENT TO NATIONAL POLICE HISTORY CHECK AND/OR WORKING WITH CHILDREN CHECK OR WORKING WITH VULNERABLE PEOPLE CHECK

I understand that it is the policy of the Anglican Church of Australia to ask my referees:

Whether to the best of their knowledge I have engaged in specified conduct that is relevant to the assessment of whether I am a suitable person to undertake service in the Church.

I have identified all church organisations, churches, parishes or congregations of which I have been a member. I hereby authorise you and your delegates to contact and exchange information with them. I further hereby authorise every one of them to inform you and your delegates of any knowledge they may have relevant to the assessment of whether I am a suitable person to undertake service in the Church.

I hereby authorise my referees to provide any information relevant to my application to you and your delegates.

I hereby release from liability any person or organisation that provides such information. I also agree to release you and your delegates from any and all liability as it relates to any investigation by you or them regarding the information contained in this application, or any action by you or them as a result of such investigation.

Digital signature

DECLARATION

I do solemnly and sincerely declare that:

- (1) the information I have provided in this application and the information contained in any documents accompanying this application are true and correct to the best of my knowledge and belief.

- (2) I understand that any material misstatement in or omission from this questionnaire may render me unfit to hold a particular or any role office or position in the Church.

Date: online form of authorisation

For applicants 16 years and under a counter-signature from either a parent or guardian is required.

To the best of my knowledge, the information in this application form is correct.

online form of authorisation

CHARACTER REFERENCE

Please provide the names of two (2) referees who have known you for longer than 2 years. Referees must be over eighteen years of age and be able to give a report (by email and possibly telephone) on your good character and suitability for service among children and young people.. They must NOT be a relative or a close friend. If you have lived in another state or country, please include a referee from your last parish or placement in that state and/or country.

REFEREE 1 (*Church leader e.g. rector, church warden, parish councillor, youth minister*)

Name:

Email:

Phone: (home)

(work)

REFEREE 2 (*Employer or teacher if no work history or adult person who has known you for longer than 3 years and knows you well*)

Name:

Email:

Phone: (home)(work)

Professional Standards Uniform Regulations 2017 (Melbourne)

FORM 4

Reg. 6

REFERENCE TO THE PROFESSIONAL STANDARDS BOARD
under s 69 of the Professional Standards Uniform Act 2016 (Melbourne)

TO: The Secretary
Professional Standards Board

The Professional Standards Committee refers the following matter to the Professional Standards Board pursuant to section 69 of the Professional Standards Uniform Act:

Description of complaint/application:

Attached is a written report of its investigation and opinion signed by a member of the Professional Standards Committee.

Signature—

Date—

Professional Standards Uniform Regulations 2017 (Melbourne)

FORM 5

Reg. 7

APPLICATION FOR REVIEW OF A DECISION

under s 89 of the Professional Standards Uniform Act 2016 (Melbourne)

TO: The Secretary
Professional Standards Review Board

Name of applicant—

Address—

I APPLY to the Professional Standards Review Board for review of the following decision of the Professional Standards Board—

1. The decision is—
2. Date of decision—

My reasons for making the application are—

Signature—

Date—
