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| **Reportable Conduct Scheme**  Ombudsman Western Australia  **Request for Exemption from Commencing or Continuing Investigation**  This notification and request is made pursuant to section 19Y of the *Parliamentary Commissioner Act 1971* (**Act**) | | |
| **To:** | Ombudsman Western Australia | |
| **Contact by:** | **Post**  PO Box Z5386  St Georges Terrace  PERTH WA 6831 | **Send Safely**  <https://ombudsman.sendsafely.com.au/dropzone/reportableconduct>. |
| **Ombudsman Reference:** | RC/[XXX] | |

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| **Organisation details** | | | | |
| **Name** |  | | **Address** |  |
| **Head of organisation** |  | | **Title** |  |
| **Exemption type** | | | | |
| **Pursuant to section 19Y(3) of the Act,I am requesting an exemption under section 19P(1) of the Act from:** | | *(tick applicable box)*  Commencing  Continuing  – a reportable conduct investigation. | | |
| **I am requesting this exemption for the time:** | | *(tick applicable box)*  Ongoing  Time limited *(if applicable, outline date exemption is to apply)* until [Date] | | |

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| **Basis for exemption request** |
| Part One  *(tick applicable box/es)*  I have formed the view on reasonable grounds that:  this matter does not constitute reportable conduct *(go to and complete part 2)*; or  the report of the matter is frivolous or vexatious or not made in good faith.  I have become aware that another appropriate person or body, namely [XXX] *(if applicable, input name of appropriate person or body)* is dealing with or investigating the matter; or  I am required by law to comply with the directions of another person or body in relation to the investigation of the matter, namely by [XXX] *(if applicable, input name of appropriate person or body);* or  I have been requested/directed *(please indicate)* by another appropriate person or body to cease, or discontinue for a period, the investigation of the matter, namely by [XXX] *(if applicable, input name of appropriate person or body).*  Part Two *(complete only if directed to above)*  I have formed the view on reasonable grounds that this matter does not constitute reportable conduct because:  the conduct was reasonable for the discipline, management or care of a child or of another person in the presence of a child, having regard to:   1. The characteristics of the child, including the age, health and developmental stage of the child *(provide details below)*; and 2. Any relevant code of conduct or professional standard *(provide details below)* that at the time applied to the discipline, management or care of the child or the other person; or   the conduct is trivial or negligible and it has been or will be investigated and recorded as part of another workplace procedure. |

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| **Supporting reasons** |
| *(List reasons supporting request – please include as much information as possible to assist the Ombudsman to assess your request. Refer to Information Sheet 10 – Exemptions for further information, available at:* [*https://www.ombudsman.wa.gov.au/Reportable\_Conduct/RCS-Info.htm*](https://www.ombudsman.wa.gov.au/Reportable_Conduct/RCS-Info.htm)*)* |
| **Supporting documents attached** |
| *(List documents attached supporting request. Examples of relevant information may include: evidence supporting the manner in which the alleged conduct occurred, individual behaviour management plans, correspondence from relevant persons or bodies etc.)* |

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| **Details of person completing request (if not head of organisation)** | | | |
| **Name** |  | **Title** |  |
| **I have delegated authority to make this request** | *(tick applicable box)*  Yes  No | | |
| **Signature** |  | | |
| **Date completed** |  | | |