Checklist

Receiving a report of suspected misconduct

* If the suspected behaviour was disclosed under the Public Interest Disclosure (PID) scheme, has the disclosure been actioned in accordance with the *Public Interest Disclosure Act 2013* requirements?
* Is the suspected behaviour a possible criminal matter?
	+ If so, refer to appropriate internal investigation area or seek advice from police.
* Have you assessed the risk of reprisal to the complainant, and taken steps to mitigate the risk?
* Have appropriate measures been taken to treat the information confidentially, consistent with the *Privacy Act 1988*?