

This is an application to the PRSB to review a decision listed in section 146(1)(h), s.146 (1)(i), s.146(2)(f) or s.146(2)(g) of the Victoria Police Act 2013 (“the Act”)

Section 1: Your contact details

1.1 Given Names

Surname

VP Number

1.2 Address for service of documents

OPTION 1 I am represented by The Police Association Victoria who is authorised to act on my behalf in relation to this review and receive all correspondence. Name of contact person/advocate is

OPTION 2 I am self-represented or have another representative. Name (self or representative)

Postal address

Telephone Email

Note: A party may be represented by any person other than a legal practitioner (section 158)

1.3 Employment Stream Police Officer Protective Services Officer

1.4 Rank

1.5 Station/Unit

1.6 Region/Command

Section 2: The decision

2.1 What is the decision you are seeking to have reviewed?

Section 146 (1) and (2) of the Act specifies decisions which may be reviewed.

Directed transfer [s.146(1)(h) or s.146(2)(f)] **> PROCEED TO SECTION 3**

Compulsory transfer [s.146(1)(i) or s.146(2)(g)] **> PROCEED TO SECTION 4**

Person who made the decision

Date you were notified of the decision

 **Please attach a copy of the decision to this Application**

Section 3: Directed transfer

3.1 Are you making this application within the time limit set by the Act? Yes No

Applications are required to be made within 3 days after the day on which you were notified of the decision.

Where the third day falls on a Saturday, Sunday or a public holiday then the application must be made by the next day which is not a Saturday, Sunday or a public holiday.

Section 164 of the Act allows the PRSB, if it considers that exceptional circumstances exist, to extend any time limit fixed by the Act for the lodging of an application for a review.

If you answered no, please outline below the exceptional circumstances you think the PRSB should take into account in deciding whether or not to allow an extension of time.

3.2 Do you intend to seek leave to lodge any other documents? Yes No Unsure

The PRSB is separately provided with the file of documents relevant to the making of the decision to be reviewed.

Where the PRSB is of the opinion that there are exceptional circumstances, they may grant leave to the Chief Commissioner or applicant to lodge any other documents concerning the review.

3.3 Do you elect to have the review heard and determined in your absence? Yes No Unsure
> PROCEED TO SECTION 5

Section 4: Compulsory transfer

4.1 Are you making this application within the time limit set by the Act? Yes No

Applications are required to be made within 14 days after the day on which you were notified of the decision.

Where the fourteen day deadline falls on a Saturday, Sunday or a public holiday then the application must be made by the next day which is not a Saturday, Sunday or a public holiday.

Section 164 of the Act allows the PRSB, if it considers that exceptional circumstances exist, to extend any time limit fixed by the Act for the lodging of an application for a review.

If you answered no, please outline below the exceptional circumstances you think the PRSB should take into account in deciding whether or not to allow an extension of time.

4.2 Do you intend to seek leave to lodge any other documents concerning your review with the PRSB? Yes No Unsure

The PRSB is separately provided with the file of documents relevant to the making of the decision to be reviewed.

Where the PRSB is of the opinion that there are exceptional circumstances, they may grant leave to the Chief Commissioner or applicant to lodge any other documents concerning the review.

Section 5: Pre-hearing issues

WITNESSES

5.1 Do you intend to seek that a summons be issued under section 160? Yes No Unsure

Any party seeking that the PRSB issue a summons must apply in writing and provide reasons why the summons is necessary for the determination of the review.

SPECIAL NEEDS FOR THE REVIEW HEARING

5.2 Do you or any other participant/s have any special needs for the conduct of the hearing? Yes No

(For example, an interpreter, wheelchair access, visual aids or audio needs).

If **yes**, please specify below or contact the Secretary to the PRSB.

HEARING DATES:

Directed transfers: The PRSB must hear and determine the review within 5 business days after the file relating to the decision is lodged by the Chief Commissioner with the PRSB.

Compulsory transfers: The PRSB will usually list your review for a hearing date between 6 to 12 weeks after this application is lodged.

5.3 Please set out below any request to not list your matter on particular dates.

5.4 Please provide short reasons for the request (e.g. planned surgery, travel overseas).

PUBLICATION

5.5 Do you request that the PRSB:

- Conduct a closed hearing? Yes No Unsure
- Not publish reasons for its decision? Yes No Unsure
- Exclude names from its decision? Yes No Unsure
- Exclude other information from its decision? Yes No Unsure

Any party requesting the PRSB to make decisions or orders under sections 154A or 157 of the Act must apply in writing, provide grounds and relevant evidence. See PRSB's decision in the matter of [ABC, A72/2015, 22 January 2016](#). Please attach any additional information that you request the PRSB to consider before it sets the hearing date for your review.

Section 6: Signature

Signature

Date

If you are completing this form electronically it is sufficient to type your name in the signature field.

Once completed, please email your application to review@prsb.vic.gov.au and provide a copy to the Office of the Director, Health Safety & Deployment, Victoria Police at HRD-HEALTHSAFETY@police.vic.gov.au

Or via mail to: Secretary
Police Registration and Services Board
Level 6, 155 Queen Street
MELBOURNE VIC 3000

Disclosure of information

The PRSB will provide a copy of this application and any attachments to Victoria Police. The PRSB will not disclose your information to any other parties except as provided for under the *Victoria Police Act 2013*.

NEXT STEPS

You will be advised in writing of the hearing date for your review.

If your circumstances change before the hearing date, please notify the PRSB's Secretary immediately.

You will also be advised of the dates by which you must file and serve your written submission and other materials (if applicable).

OFFICE USE ONLY

Date received

PRSB Reference No