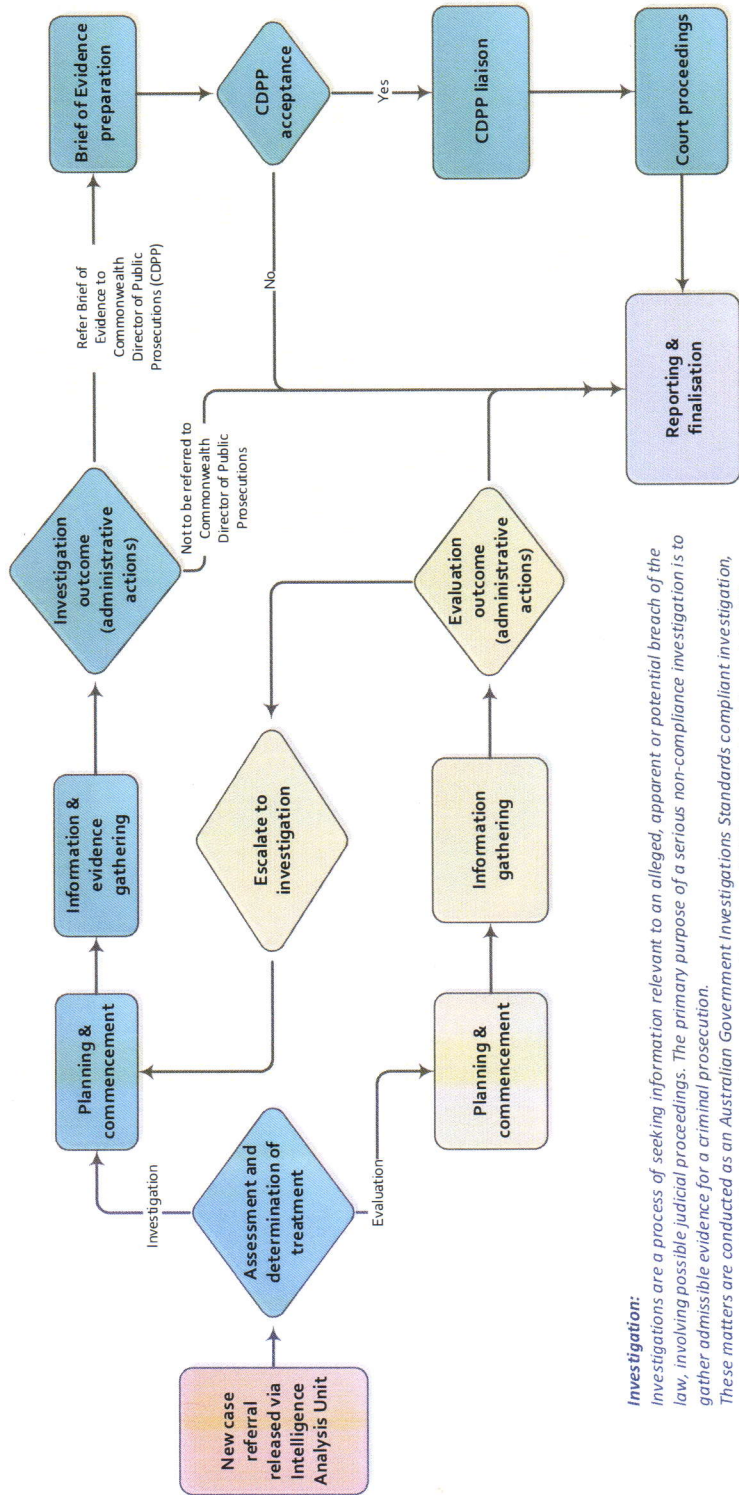


ATTACHMENT A – Publicly Available Fraud Investigation Operational Information

Name	Title	Number of pages
110-1100000	Serious non-compliance investigations	1
110-11010000	Planning, commencement and critical decision recording for serious non-compliance investigations	1
110-11010010	Receipt of case	5
110-11010040	Critical decision recording	4
110-11020000	Prosecutions	1
110-11020010	Liaison with the Commonwealth Director of Public Prosecutions (CDPP)	6
110-11020020	Prosecution referral or non-referral	6
110-11020030	Brief of evidence preparation	8
110-11020040	Prosecution charges, summons, court proceedings and result	2
110-11030000	Gathering information and evidence for serious non-compliance investigations	3
110-11030020	Requesting information from other Commonwealth Government agencies	6
110-11030030	Requesting information from customers or their partners	3
110-11030050	Witness statements	8
110-11030060	Obtaining expert evidence	4
110-11040000	Optical surveillance	3

Investigation Process Map



Investigation: Investigations are a process of seeking information relevant to an alleged, apparent or potential breach of the law, involving possible judicial proceedings. The primary purpose of a serious non-compliance investigation is to gather admissible evidence for a criminal prosecution. These matters are conducted as an Australian Government Investigations Standards compliant investigation, including the oversight of the Operational Management Committee (OMC) at critical decision points of the investigation.

Evaluation: Evaluations are seeking to determine the customer's correct entitlement, and as such it may be appropriate to use information gathering powers contained within the social security legislation. Where the evaluation identifies suspected criminal conduct that may warrant criminal investigation, the matter can be escalated for an investigation treatment.

Administrative actions: Include updates to customer record, reassessment of entitlement, debt raising and issuing any applicable advice to the customer.



Sensitive: Personal

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TACTICAL INTELLIGENCE REPORT

Area	Date Completed

Customer CRN	Customer Name	Project / Operation

Consideration	Description
Departmental Priority	

Key Points

Analyst Name / Logon

This Tactical Intelligence Report and attachments are the property of the Department of Human Services, and contains information that has a security classification of **Sensitive: Personal once completed** and intended only for the addressee. If you have received this report in error please contact the Analyst on this report. **CAUTION - THIS REPORT SHOULD NOT BE FAXED**

Activity Assessment Table with Rating Schedule

Referral Details

RMS Referral ID(s)	
Referral Risk-Alignment(s)	

Review Type

Review Type	
IRS Review Type	
IRS Reason	
IRS Review Cycle	

Circumstances of Review

Nature of Activity	
Period of Activity	
Description of Activity Period	
Date of Conduct	
Conduct Description	

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Identity and Description

	Customer	Partner (Alleged)	Source
CRN			
Family Name			
Given Name			
Alias			
Gender			
Date of Birth			
Address			
Payment Type/s			
Payment History			
Nationality			
Place of Birth			
Marital Status			
Comments:			

Previous Review Interest

Agency	Year	Nature of Review
Comments:		

Assessment

Allegation / Project

Analysis

Information Gaps

Intelligence Recommendations Include:

Summary of Attachments

Attachment	Description
A	
B	
C	

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