

These third parties may include but are not limited to:

- Registrars of Births, Deaths and Marriages
- the Australian Federal Police
- State and Territory Police Forces
- the Australian Commission for Law Enforcement Integrity
- the Australian Taxation Office
- the Department of Human Services
- the Australian Criminal Intelligence Commission
- the Australian Security and Intelligence Organisation
- the Australian Government Security Vetting Agency (AGSVA)
- any authorised Documentation Verification Service (DVS) Gateway Service Provider and any identity credential issuing authority connected to the DVS
- other Commonwealth, State or Territory Departments or Agencies including enforcement, regulatory or licence issuing agencies
- road transport authorities (however described)
- your current and previous employers
- your current and previous lessors or managing agents
- your nominated education institutions
- any referee (regardless of whether they are nominated by you)
- your nominated legal representative or any third party who you authorise the Department to communicate with on your behalf
- any financial institutions with which you have had dealings.

The Department may also disclose your personal information to, and may collect your personal information from, overseas persons and authorities in your country or former country of residence or citizenship or a country or countries in which you inform the Department you have business interests. Information may also be disclosed to authorities from other countries, such as law enforcement or customs agencies, in circumstances permitted under the *Privacy Act 1988*. Where, after considering the information you provide, it is determined that checks with authorities from countries other than these countries are necessary before your application can be approved, your specific consent to those checks being undertaken may be sought.

the AGSVA or other relevant vetting agency confirming if you already hold a security clearance, initiating a security clearance process and/or assessing and determining your application for, and ongoing eligibility to maintain a Commonwealth security clearance

- the AGSVA or other relevant vetting agency confirming if you already hold a security clearance, initiating a security clearance process and/or assessing and determining your application for, and ongoing eligibility to maintain a Commonwealth security clearance
- the Australian Criminal Intelligence Commission, Australian Federal Police and State and Territory Police forces undertaking a National Police History Check in relation to you
- the Australian Security Intelligence Organisation considering a matter that has been identified which may be relevant to national security
- your current employer taking appropriate action in relation to a matter which may relate to an internal disciplinary or administrative issue.

At all times, your personal information will be collected, used, stored and disclosed by the Department in accordance with the Australian Privacy Principles in Schedule 1 of the *Privacy Act 1988*. Further information regarding how the Department handles personal information and your rights to seek access to and correction of your personal information can be found in the Department's privacy policy on the Department's website or by contacting the Department's Privacy Helpdesk by email to privacy@homeaffairs.gov.au. The Department's privacy policy also contains information about how you can complain about a breach of the Australian Privacy Principles and how the Department will deal with a complaint.

Consequences for providing false and/or misleading information

You will be asked to certify that all information and supporting documents you have provided to support your declarable circumstance(s) report are correct.

Giving false or misleading information to the Department is a serious offence under Division 137 of the *Criminal Code Act 1995* (Cth), which is punishable by a period of imprisonment of up to 12 months. This includes omitting to advise the Department of any matter or thing without which the information you provide is misleading.

Providing false or misleading information to the Department may also result in a range of adverse administrative actions being taken. These may include (but are not limited to), a finding that you are not suitable to be granted an ESC and thus not be employed by or associated with the Department, a finding that you are not suitable to hold a Commonwealth security clearance, a reduction in your classification, re-assignment of your duties, or a fine or reduction in your salary.

Initials: _____ Date: _____



Declarable Circumstances General Consent Form

I, (print name): _____

of, (residential address): _____

Date of Birth: _____ AGS number
(if applicable): _____

have read the Privacy Notice and for the purposes of assessing my declarable circumstance(s) and determining my eligibility to hold or maintain a Commonwealth security clearance and/or Employment Suitability Clearance (ESC), consent to:

- the Department of Home Affairs (the Department) collecting my personal information on the forms and documents provided and from third parties in the circumstances described in the Privacy Notice
- the Department using my personal information
- the Department disclosing my personal information to any or all of the third parties identified in the privacy notice, in the case of third parties who are overseas recipients on the basis that Australian Privacy Principle (APP) 8.1 (which would require the Department to take such steps as are reasonable in the circumstances to ensure the overseas recipient does not breach the APPs in relation to the information) will not apply to the disclosure
- any of the third parties identified in the privacy notice examining their information holdings relating to me and disclosing my personal information to the Department and to each other.

If your current employer is not the Department, please select one option:

I have read the Privacy Notice and for the purposes of assessing my declarable circumstance(s) and determining my eligibility to hold or maintain a Commonwealth security clearance and/or Employment Suitability Clearance (ESC):

- consent Additional Information
(if applicable)
- do not consent

to the Department collecting my personal information from, and disclosing my personal information to, my current employer in the circumstances described in the Privacy Notice.

I acknowledge that my personal information may be used and/or disclosed by the Department or a third party to whom the Department discloses it for another purpose, in circumstances permitted under the *Privacy Act 1988*.

I have read the Consequences for Providing False and/or Misleading Information section (above) and I acknowledge that I understand that giving false or misleading information to the Department is a serious offence. I also acknowledge that if I give false or misleading information to the Department I may be subject to adverse administrative action.

I acknowledge and certify that the information provided by me on this form and to support my declarable circumstances report is true and accurate.

Signature: _____ Date: _____