



# Self Report Form ASIC and MSIC

Australian Government

Department of Home Affairs

## About this form

Use this form to report a conviction for a security-relevant offence if you hold an Aviation Security Identification Card (ASIC) or a Maritime Security Identification Card (MSIC) and have been:

- convicted of a Tier 1 or Tier 2 security-relevant offence
- convicted and sentenced to imprisonment for a Tier 3 security-relevant offence.

Security-relevant offences are listed on page 3 of this form.

Self reporting must be completed in writing within seven days of being convicted and sentenced. Failing to self-report could result in prosecution and fines.

This is a requirement of the Maritime Transport and Offshore Facilities Security Regulations 2003 (for MSICs) and the Aviation Transport Security Regulations 2005 (for ASICs).

## Where to send your completed form

You can choose to where to submit your self report.

- You can hand your completed form to your issuing body. They will send it to AusCheck.
- You can send your completed form directly to AusCheck by email or post:

Email: [AusCheck@homeaffairs.gov.au](mailto:AusCheck@homeaffairs.gov.au)

Post: AusCheck  
Department of Home Affairs  
PO Box 25  
BELCONNEN ACT 2616

## How we use your information

We collect and use your personal information to assess your eligibility for an ASIC or MSIC. This could include:

- conducting a background check by sharing your information with other Australian government agencies
- updating your information in our systems
- asking for court records from the sentencing court.

Your personal information will be stored in our database for these purposes and in accordance with the Australian Privacy Principles.

## How we tell you the outcome

We will tell you our findings in a letter or email.

If we find that your offence could be a security-relevant offence, you will have the opportunity to review the details of our findings before we finalise our assessment. We will not tell anyone our findings until we have finalised our assessment.

We will tell you how to dispute details that you believe are not accurate.

If the final decision is that your offence is a security-relevant offence, we will tell your issuing body that they must cancel your card.

## More information

Email: [AusCheck@homeaffairs.gov.au](mailto:AusCheck@homeaffairs.gov.au)

Phone: 1300 097 974

## Part A: Consent

You must provide your consent for us to assess your self report. If you do not provide consent, we will be required to tell your issuing body that they must cancel any ASICs or MSICs they have issued to you.

I consent to AusCheck:

- confirming my identity
- doing a new background check
- telling my issuing body if the outcome is adverse.

Full name (in capital letters)

Signature

Date



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## Part B: Your details

Your family name

Your given names

Date of birth

Day	Month	Year
<input type="text"/>		

ASIC or MSIC number (for each card you hold)

Phone number (optional)

Residential address

## Part C: Conviction and Sentencing Details

Please fill out the conviction and sentencing details accurately. Use the same descriptions of offences and sentences that are in your official court documents to ensure you provide the correct information.

Conviction(s)

Date of convictions and sentence

Court in which convicted



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## Security-relevant offences

### Tier 1 security relevant offence

- 1.1 An offence involving terrorism
- 1.2 An offence involving treason, advocating terrorism or genocide, or urging violence
- 1.3 An offence involving espionage or selling national secrets
- 1.4 An offence relating to engagement in hostile activities in a foreign country or involvement with foreign armed forces
- 1.5 An offence relating to weapons of mass destruction
- 1.6 An offence involving hijacking or destroying an aircraft, vessel or offshore facility that is used in commerce or owned by the government
- 1.7 An offence involving endangerment of an aircraft, airport, vessel, port or offshore facility that is used in commerce or owned by the government
- 1.8 An offence involving an act of piracy at sea
- 1.9 An offence relating to involvement with a criminal organisation or gang
- 1.10 An offence involving the smuggling or trafficking of people

### Tier 2 security relevant offence

- 2.1 An offence relating to assaulting or threatening a person on an aircraft, vessel or offshore facility, or in an airport or port
- 2.2 An offence relating to theft of an aircraft or vessel that is used in commerce or owned by the government
- 2.3 An offence relating to questioning conducted by a person or body investigating serious crime or corruption
- 2.4 An offence under the *Aviation Transport Security Act 2004* that is punishable by imprisonment (whether or not the person is in fact sentenced to imprisonment)
- 2.5 An offence under the *Maritime Transport and Offshore Facilities Security Act 2003* that is punishable by imprisonment (whether or not the person is in fact sentenced to imprisonment)

### Tier 3 security relevant offence

- 3.1 Murder and manslaughter
- 3.2 An offence relating to false imprisonment, deprivation of liberty or taking a hostage
- 3.3 An offence relating to assault (other than offences referred to in tiers 1 and 2), including indecent or sexual assault
- 3.4 An offence relating to the sexual abuse or sexual exploitation of a child
- 3.5 An offence relating to intimidation (other than offences referred to in tiers 1 and 2)
- 3.6 An offence relating to endangerment of others (other than offences referred to in tiers 1 and 2), but not including traffic offences except where a vehicle is used as a weapon
- 3.7 An offence relating to affray or riot
- 3.8 An offence relating to assaulting or resisting a law enforcement officer or other public officer
- 3.9 An offence of impersonating a law enforcement officer or other public officer
- 3.10 An offence of racial hatred or racial vilification
- 3.11 An offence relating to firearms, ammunition, weapons or the use of an item as a weapon
- 3.12 An offence relating to explosives or explosive devices
- 3.13 Arson or an offence of a kind equivalent to arson
- 3.14 An offence relating to production, possession, supply, import or export of an illegal drug or controlled substance
- 3.15 An offence relating to illegal import or export of goods, fauna or flora
- 3.16 An offence relating to interference with goods under customs control
- 3.17 An offence relating to extortion or blackmail
- 3.18 An offence relating to theft (other than offences referred to in tiers 1 and 2)
- 3.19 An offence relating to forgery or fraud
- 3.20 An offence relating to tax evasion
- 3.21 An offence relating to money laundering or currency violations
- 3.22 An offence relating to dealing with proceeds of crime
- 3.23 An offence relating to bribery or corruption
- 3.24 An offence of perjury or otherwise relating to perversion of the course of justice
- 3.25 An offence relating to use of a false identity or false identity documents
- 3.26 An offence relating to the unauthorised use, access, modification or destruction of data or electronic communications