

# Compliance Referral Action Template



Obj. Ref: A2923199

## File Note

Date received: 29/07/2015

Source: Other - must specify

Employer name: Self-employed

Employer REG: N/A

Worker/POI name: Noel Callaghan

WWCC/APP number: CSEP holder

Breach to Act or Child Safe Issue: Delete those that are not relevant

- o **Section 8:** POI does not have a WWCC

### Quick reference guide

- Check systems for employer/worker details
- Check archive database
- Check for previous referrals/allegations
- File documents in objective/WWCC system

## Action Summary File Note

**27/07/15** - Noel Callaghan was issued with a notice requiring him to obtain a WWCC under Clause 5A of the CP(WWC) Regulation.

**28/07/15 – 14:08hrs** - REDACTED wife of Noel Callaghan left a VMM for Lisa Purves Manager, CSO advising that her husband is currently out of the country and please call her back REDACTED

**29/07/15 – 09:55hrs** – P/C to REDACTED Caller advised her husband is currently on tour with Pro-tennis players until 3 August 2015 and that he will apply for his WWCC when he returns on 4 August 2015.

Informed the caller if Mr. Callaghan has any questions he should call me.

Caller stated husband is not currently working with children but he will want his WWCC anyway as he may want to in the future.

Advised her that if Mr. Callaghan is not working with children and he wants to make a statement to that effect he should call me, she said he would just apply for a WWCC.

*Outcome: Need to confirm application is submitted by Wednesday 4 August*

## Sign Off

Complete sign off once all action has been completed and there is nothing further required.

Signed:

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Manager, Child Safe Organisations

Date: 29/7/15