



**CONFIDENTIAL**

GS/mm

05 August 1997

Major Garth McKenzie  
Divisional Commander  
**WESTERN AUSTRALIA**

Dear Major McKenzie

Re: **PROCESSES FOR THE INTERNAL ASSESSMENT OF CLAIMS FROM  
VICTIMS OF ABUSE**

The enclosed Report to Territorial Executive Council was approved and adopted at its meeting on Tuesday 5 August 1997.

The Report provides the basic framework within which claims from victims in the Allan Smith case can now be assessed at the local level, and processed through the personnel department to the Territorial Finance Council.

Parker and Parker will be a critically important resource in each case, at the local level. The contact person within Parker and Parker, who will assist throughout the various processes, will be Sharron Wise (Tel. 08 9327 1690). A second point of contact is Tony Van Merwyk on (08) 9327 1660. I would like to remain the THQ contact with Parker and Parker according to need, throughout the process.

A meeting between the division and Parker and Parker is now recommended.

I have instructed Parker and Parker to continue sending their accounts for services in this matter direct to me for processing at THQ.

Naturally, I remain available to yourself and divisional officers for any necessary facilitation or advice that is required throughout the various processes.

With kind regards.

Yours sincerely

A handwritten signature in dark ink, appearing to be "G. Sapwell".

Graham R Sapwell  
**DIRECTOR EMPLOYEE RELATIONS**