

26th September 2016

To Whom It May Concern

Implementation of ICAC Recommendation – Progress Statement

The University of Newcastle’s employment screening processes have been reviewed and updated, where relevant, in line with the Australian Standards for Employment Screening (AS 4811-2006) and Employment Screening Guidelines have been designed for HRS personnel.

Human Resources personnel involved in the employment screening process have been trained using the Employment Screening Guidelines as a training tool alongside practical application and key stakeholders in the business have been communicated with in regards to the importance of employment screening and the new processes.

‘Entrusted’ roles have been introduced and additional relevant employment screening checks for these roles have been implemented.

The requirement to follow the University of Newcastle employment screening practises has been built in to the contracts of temporary labour hire agencies and regular audits of agency process will be carried out by University of Newcastle personnel.

Regular reporting has been introduced to ensure compliance with process and regular audits will be undertaken, the first of which is scheduled for December 2016.



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