

Making a report

What to know before making a report

It is important to know how the Independent Commissioner Against Corruption (ICAC) can help if you have a matter to report. This includes understanding who and what the ICAC can investigate.

There are various agencies in the NT that can accept and manage reports in the public and private sector.

The ICAC deals with reports of improper conduct and corruption in public administration and organisations that receive public resources (grants, contracts, operational funding, etc).

These steps can help prepare you for making a report:

1. Understand what the ICAC does;
2. Ensure the ICAC is the right agency to receive your report;
3. Determine whether your report is optional or mandatory;
4. Be clear on what you are reporting;
5. If you have already reported the matter to another agency, have the details ready;
6. Understand what will happen to your report;
7. If you're calling, have a pen and paper ready to take down details.

Protecting your privacy and communication

Any member of the public has the right to report about improper conduct.

When you report a matter to the ICAC, you can become a protected person and the information you provide, oral

or written, can become a protected communication. Telling the ICAC about your suspicions is also a protected communication.

All information is legally protected and treated with the strictest confidence.

When you report

If your report is not anonymous, you will receive written acknowledgment.

If you have supplied your contact details, you may be contacted for further information that could help assess the information you provided.

The ICAC will make every effort to respond to each report, however we will not provide timeframes of when people may receive information in respect to their report.

Assessing the information

The ICAC will analyse the information in your report to determine if improper conduct or corruption has occurred.

The timeframe to assess a report will depend on a number of factors, including:

- the number of issues raised and the complexity of the report;
- the number of people and agencies identified;
- the clarity of information and documents you have provided;
- whether you are contactable for further information.

Next steps

Depending on the nature of your report and whether it falls within the ICAC's jurisdiction, it may be referred to another agency. The ICAC may take no further action if:

- insufficient information has been provided;
- there is no way to confirm the details with you;
- the report is trivial or vexatious;
- the matter is being managed by another agency.

The ICAC will assess your report to determine whether to investigate, refer the report to another agency or decline the matter.

Report priority

By law, the ICAC must prioritise matters of the most serious or systemic conduct. That does not mean that your report won't be assessed and/or investigated; it does mean that it will be prioritised according to the nature of the conduct you have reported.

Contact information

 Freecall 1800 250 918

 icac.nt@icac.nt.gov.au

 icac.nt.gov.au

Level 7
9-11 Cavenagh Street,
Darwin NT

GPO Box 3750
Darwin NT 0801

FACTSHEET