# Appendix Ai: Fraud and/or Corruption Incident Report for NHMRC staff

To be completed for all allegations of fraud, corruption or misconduct reported to the Fraud and Corruption Control Officer (FCCO).

All Officials have a responsibility to report any concern, suspicion, or information of any suspicion of fraudulent or corrupt conduct and encourage others to do the same. This includes all actions that may appear or may be an attempt to dishonestly obtain a benefit or cause a loss, by deception or other means.

|  |  |
| --- | --- |
| **Date report completed:** |  |
| **Details of person making report** (If the report originally came from an external party, include details of the external party as well as the NHMRC staff member completing this form) **Note you can report anonymously by leaving this field blank, however this may make further investigation difficult, as we will not be able to contact you if we need further information.** |  |

Allegation

|  |  |
| --- | --- |
| **Date/s of alleged activity**  |  |
| **Details of person/s potentially involved in alleged activity** (name/s, contact details etc.) |  |
| **Allegation** (Include details of the concern, suspicion, or information relating to potentially fraudulent or corrupt conduct. Include how the incident/conduct was detected. Specify when and where the matter occurred, if known) |  |
| **Further comments from person making report** (Include sensitivities, if any) |  |

**Fraud and Corruption Control Officer — Comment/s & Decision:**

**FCCO to complete**

[ ]  Please add this to the fraud and corruption register

[ ]  Please provide a M2FCCO with further information

[ ]  Please arrange a meeting with me to discuss this matter further

Fraud and Corruption Support Officer’s use only

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| --- | --- | --- | --- | --- | --- |
| **Date received** |  | **Date provided to Director** |  | **Date of FCCO response** |  |