

## INFORMATION SHEET: Pilot of Revised Timetable for finalising Police Service Reviews

QPS and this Office are piloting a revised timetable for finalising reviews about promotions. The revised timetable will apply to all promotion reviews lodged against promotion notifications which appear in the Police Gazette on and after March 17 2023. The pilot is expected to be conducted over six months. It is designed to reduce the time between the lodgement of an application to review and the provision of a Report to the Commissioner of Police by the relevant Review Commissioner.

This pilot covers **all non-commissioned officer positions**.

**Prior to Gazettal** Applicants advised of recommendation of panel and decision by relevant delegate.

*Upon an applicant's request, the QPS will provide detailed information / feedback about how they have been assessed by a selection panel including a copy of their shortlisting assessments and/or final assessments.*

**Day Zero** Appointment gazetted on Friday.

**Week 1** Application/s to review to be lodged with OCPSR by the **Friday of week 1** following gazettal. Application to be lodged on template available on CCC website.

**NOTE:** *The application for review is to include all reasons evident to the Review Applicant at this stage. Applicants are to supply as much detail as possible within the 500- word limit. This must include specific reference to any issues relating to process and/or merit which they identified as part of any feedback they received from the panel.*

Once review request received, all parties to the review will be made aware of the lodgement of review and the date on which the hearing is scheduled (Thursday of week 6). This advice to be sent on **Monday of week 2**.

**Week 2 & 3** Comprehensive Selection Report and any required additional information (e.g., comparative statement between Nominated Appointee and Review Applicant when Review Applicant not interviewed) provided by the decision maker (or their nominee) by **Friday of week 3**.

Report provided to parties (**Monday of week 4**) along with invitation to Review Applicant to provide an additional two-page (maximum) submission outlining specific issues of concern identified following receipt of QPS information.

Additional information / submission response from Review Applicant required by **Friday of Week 4**.

**Week 4** Additional information / submission response required from Review Applicant by **Friday of Week 4**.

Additional information provided to parties to review on **Monday of week 5**. QPS invited to provide additional information/submission response (two pages maximum) no later than **Friday Week 5**.

- Week 5** QPS Response to be received no later than **Friday Week 5**.
- Full information to be provided to Presiding Review Commissioner by **Monday of Week 6**.
- Week 6** Hearing held on the **Thursday of Week 6**
- Week 6 – Week 9** Matter with Review Commissioner for consideration and preparation of Recommendation Report.
- Week 9** Review Report & Recommendation finalised.
- All parties to the review advised by **Friday Week 9**.