




Department of  
Transport and Main Roads







PRIVATE AND CONFIDENTIAL


Dear 

**Decision on disciplinary penalty under s188 of the *Public Service Act 2008* (PS Act)**


I refer to my letter dated  in which I provided you with an opportunity to respond to why the following disciplinary action should not be imposed under section 188 of the *Public Service Act 2008* (the Act):


- Reprimand


As per my letter dated  you were provided seven days in which to respond to the proposed penalty. I understand that  issued this letter to you on  which made your response due on .

To date, I have not received any communication from you requesting an extension of time. Additionally, I have not received a response to my letter dated . Based on this, I have determined that you are choosing not to respond. Therefore, I will now make my findings based on the information before me.

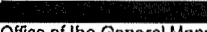

**My decision**

It is concerning to me that you have chosen not to respond to the proposed penalty letter dated . Your decision not to respond to my letter indicates to me your disregard for this process. I remind you that you are a Senior Transport Inspector, and as such I expect a greater level of maturity from you.

As a Senior Transport Inspector you are in a supervisory role, therefore, you have a responsibility to model and promote the Code at all times. In reviewing the information before me I have determined that you inappropriately accessed personal information pertaining to  and by doing so you have breached the Code.

As you have chosen not to respond to my letter dated  I find that you have not provided a reasonable excuse or evidence to mitigate my proposed penalty.

I reiterate to you again, as a public service employee you are required to adhere to and follow correct procedure at all times. I have found your decision making and judgment in this matter to be lacking.

  
Office of the General Manager  




Therefore, I have decided to impose the following action under section 188(1) of the *Public Service Act 2008*:

- **Reprimand**

This disciplinary action will be implemented 21 days after you receive this letter. During the 21 days you may appeal my decision. You can find further information on the website of the Public Service Commission ([www.psc.qld.gov.au](http://www.psc.qld.gov.au)) or you can call them on 1300 038 472.

Subject to any appeal, I will write to you again once the period has expired to advise you the action is being implemented.

Please be aware that this matter may be used in any future consideration of disciplinary action.

**Records management**

A record of this action will be retained on a separate confidential disciplinary file and may be a factor in the consideration of any future disciplinary process initiated against you. Your personnel file held with Queensland Shared Service (QSS) will contain only the outcome of the disciplinary action and a notation that a separate disciplinary file exists.

**Confidentiality and support**

I remind you that you are to keep this matter confidential and should not be discussed in the workplace or with any other employee not part of this process. Should you fail to follow this lawful direction this may constitute grounds for further administrative action.

I understand that these types of processes can have a personal impact on you. I encourage you to contact OPTUM if you feel you need additional personal support. The service is a confidential counselling and support service and is available on 1800 604 640. You may also wish to seek advice from an appropriate support person.

If you have any questions about the content of this letter please do not hesitate to contact

[Redacted contact information]

Yours sincerely,

[Redacted signature]

[Redacted name and title]