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# Memorandum

**TO:** DIRECTOR GENERAL, CLIFF WEEKS  
**FROM:** A/DIRECTOR POLICY, RORY WHITELAW  
**DATE:** 6 JUNE 2012  
**SUBJECT:** STOLEN WAGES REPARATION PAYMENTS

REF: 14/0561-  
11/042

## RECOMMENDATION

That you endorse the attached Stolen Wages Reparation Scheme WA *Assessment and Payment Process* document (**Attachment 1**).

## ISSUE

- Stolen wages reparation payments will be made in accordance with the *Assessment and Payment Process* document (**Attachment 1**).

## BACKGROUND

- The State Government approved that reparation payments should be made to Aboriginal people still living who were born prior to 1958 and who experienced direct Government control over their income while resident at Government native welfare settlements in WA, including Moore River Native Settlement, Carrolup, Moola Bulla Station and Sister Kate's home.
- The Department of Indigenous Affairs (DIA) has been tasked with implementing the Stolen Wages Reparation Scheme WA (the Scheme) and has established operational procedures for this purpose.
- In developing the Scheme's operational procedures consideration was given to the Cabinet Decision Sheet. Potential inconsistencies in the wording of the Cabinet Decision Sheet were identified, in that Sister Kate's Home was not a Government institution. The DIA Policy branch has reviewed a comprehensive list of welfare institutions in WA and developed a list of institutions, based on the characteristics of the sample locations in the Cabinet Decision Sheet, that are recommended as suitable for inclusion as eligible institutions.

## CURRENT SITUATION

- Four categories of institutions have been identified:
  1. Institutions approved in the Cabinet Decision Sheet.
  2. Institutions that include Government Native Welfare Settlements and, those that were not under State Government control but align themselves with the reasoning for Sister Kate's inclusion in the Cabinet Decision Sheet i.e. these institutions were subject to Native Welfare legislation under which residents may have been required to work.
  3. Institutions for which further research is required to determine their eligibility and, institutions that closed at a time such that it is unlikely that anyone resident at them will still be living.

4. Institutions that opened after 1972 and are therefore not in scope for the purposes of the Scheme.

- o In relation to tax and benefit payment implications for applicants, DIA appointed Price Waterhouse Coopers (PWC) to:
  - o lodge a *Class Ruling Application* with the Australian Taxation Office in relation to possible income tax and capital gains implications. The ruling has now been approved and will be published on 13 June 2012; and
  - o lodge a *Request for a Section 8 (11) for Lump Sum Payment Determination of Exemption Under the Social Security Act 1991* with the Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA). This exemption, which includes sign-off from other relevant social security agencies (Department of Veterans' Affairs and the Department of Education, Employment and Workplace Relations), has been approved and was published on 29 May 2012.
- o PWC has advised that the earliest date on which DIA can commence payments is the day after which all rulings have been published. At this stage, payments will commence on 14 June 2012, unless the above dates are revised.



NOTED  APPROVED  NOT APPROVED

CLIFF WEEKS  
DIRECTOR GENERAL

13 1 6 12

A/Director Policy, Rory Whitelaw  
(I:\idms\open\rrw\stolen wages\memo 23 may\stolen wages bn payments (4) 1 june 12.docx)

Date 6, 6, 2012

A/Executive Director Strategy and Advice, Julie Anderson

Date 6, 6, 12

A/Deputy Director General Corporate Strategy, Lucy Gunn

Date 13, 6, 12

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**STOLEN WAGES  
REPARATION SCHEME WA**

**ASSESSMENT AND  
PAYMENT PROCESS**

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STOLEN WAGES REPARATION SCHEME WA ASSESSMENT AND PAYMENT PROCESS

DOCUMENT CONTROL

Project Name	Stolen Wages Reparation Scheme WA		
TRIM Doc No.		TRIM File No.	11/1042
Version Number	1.5	Version Date	11/06/2012
Author	Rory Whitelaw, A/Director Policy		

APPROVED

Approved by	Signature	Date
Cliff Weeks, Director General		/ /

RELATED DOCUMENTATION

Document name	TRIM Doc No.	Description
Stolen Wages Project Initiation Document (PID)	2012/D2977	

## 1 INTRODUCTION

This document outlines the assessment and payment process for the Stolen Wages Reparation Scheme WA.

## 2 ASSESSMENT PROCESS

Appendix 1 details the assessment and payment process.

Once an application is received, the Stolen Wages team will:

1. Register the application (refer Appendix 2);
2. Assess the application for eligibility (refer Appendix 3, 4, 5, 6 and 7);
3. Advise the applicant of the outcome in writing (refer Appendix 8 and 9);
4. Make payment to the applicant if deemed eligible; and
5. Resolve disputes if required.

## 3 CATEGORIES OF INSTITUTIONS

Four categories of institutions have been identified as per the table below. Further information in relation to the institutions in each category is detailed in Appendix 4.

CATEGORY	DEFINITION	TOTAL NO. INSTITUTIONS	*REDRESS WA STATISTICS
1 Definite	Institutions approved in the Cabinet decision	4	383
2 Proposed Definite	Institutions that include Government Native Welfare Settlements, and those that were not under State Government control, but align themselves with the reasoning for Sister Kate's inclusion in the Cabinet submission (i.e. these institutions were subject to the Native Administration Act Section 50 which states that individuals may be required to work)	44	1004
3 Questionable	Institutions for which further research is required to determine their eligibility; and institutions that closed at a time such that it is unlikely that anyone resident at them will still be living	14	30
4 Not in Scope	Institutions that opened after 1972	3	0
<b>TOTAL</b>		<b>65</b>	<b>1417</b>

\*Estimated number of Redress WA applicants born prior to 1958 who resided at these institutions. This number also includes applicants who resided at more than one of the institutions listed; therefore the total numbers may be lower than estimated

## 4 PAYMENT PROCESS

The Finance Branch has established a process to pay applicants through Shared Services via EFT within a week of receiving notification from the assessors.

## 5 COMPLAINT RESOLUTION

In accordance with the *Stolen Wages Reparation Scheme WA Guidelines* the quantum of the Ex gratia payment cannot be the subject of a complaint by an Applicant. An Applicant's complaint shall only be made on the following grounds:

- (a) an error of process occurred; and/or
- (b) an error of fact was made.

An Applicant may make a complaint to the Stolen Wages Reparation Scheme WA Complaints Manager who will seek to resolve the complaint at the operational level.

If the complaint cannot be resolved at the operational level the Application will be remitted to a Review Panel for further review. A determination shall be made by the Review Panel to either dismiss the complaint or substitute their own decision.

If an Applicant is not satisfied with the outcome of their complaint they have available to them a complaints process with the Western Australian State Ombudsman's office under the provisions of the *Parliamentary Commissioners Act 1971*.

## 6 RECORDS MANAGEMENT

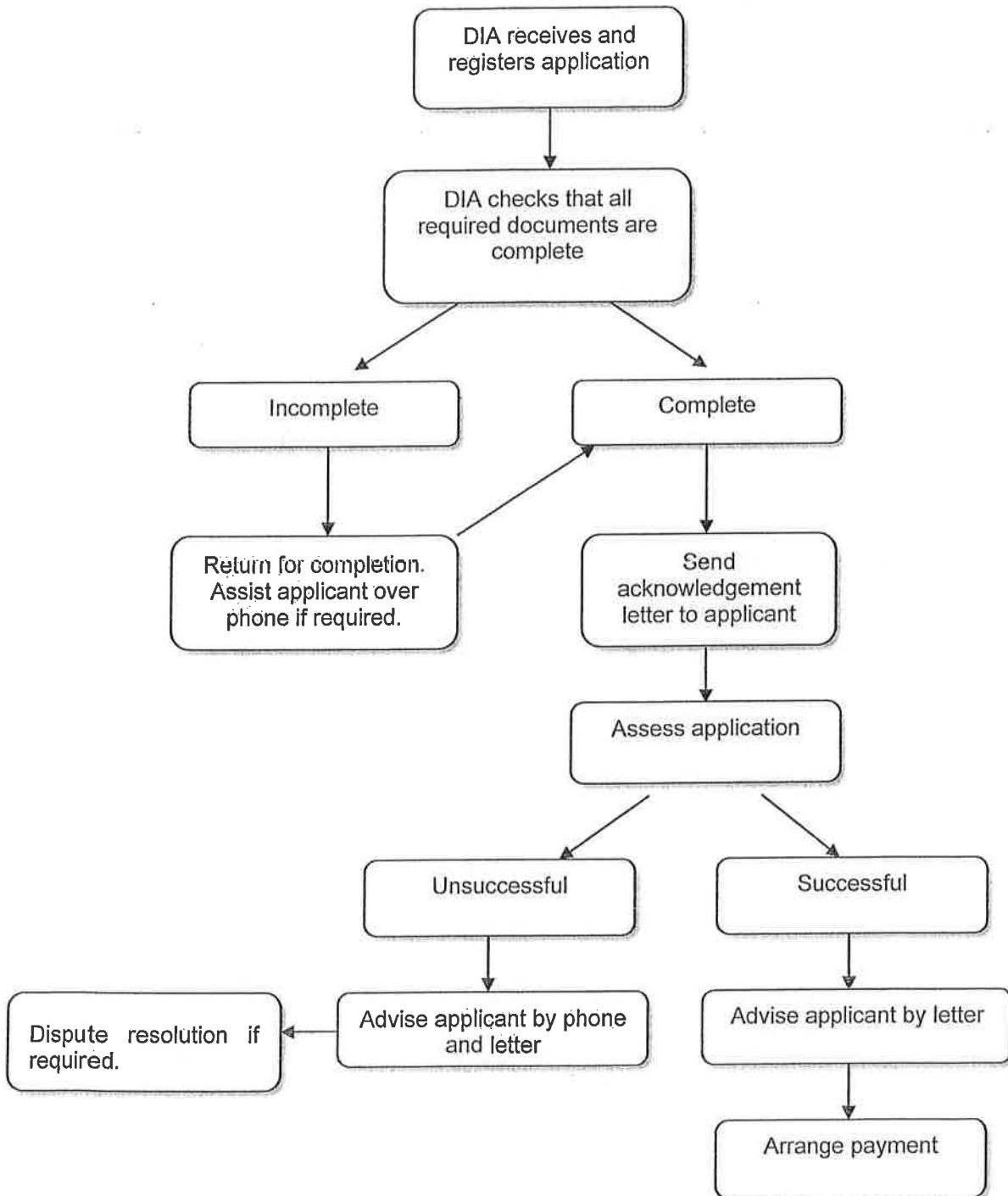
Applications are recorded on TRIM and application data is recorded in Access. TRIM, Access, and the applicants' physical files are only accessed by staff working directly on the Scheme.

During the assessment process, applicants' physical files are secured in a locked cabinet in the Policy Branch. After assessments and payments are finalised, applicants' electronic and physical files will be managed by the Records Branch and in accordance with the Department's Retention and Disposal Schedule.

## 7. APPENDICES

1. Registration, Assessment and Payment Process
2. Receipt and Registration Process
3. Assessment Process
4. Institution List
5. Assessment Checklist
6. Notice of Decision – Eligible
7. Notice of Decision – Ineligible
8. Notification of Payment Letter
9. Notification of Ineligibility Letter

# APPENDIX 1: REGISTRATION, ASSESSMENT AND PAYMENT PROCESS



## APPENDIX 2: RECEIPT AND REGISTRATION PROCESS

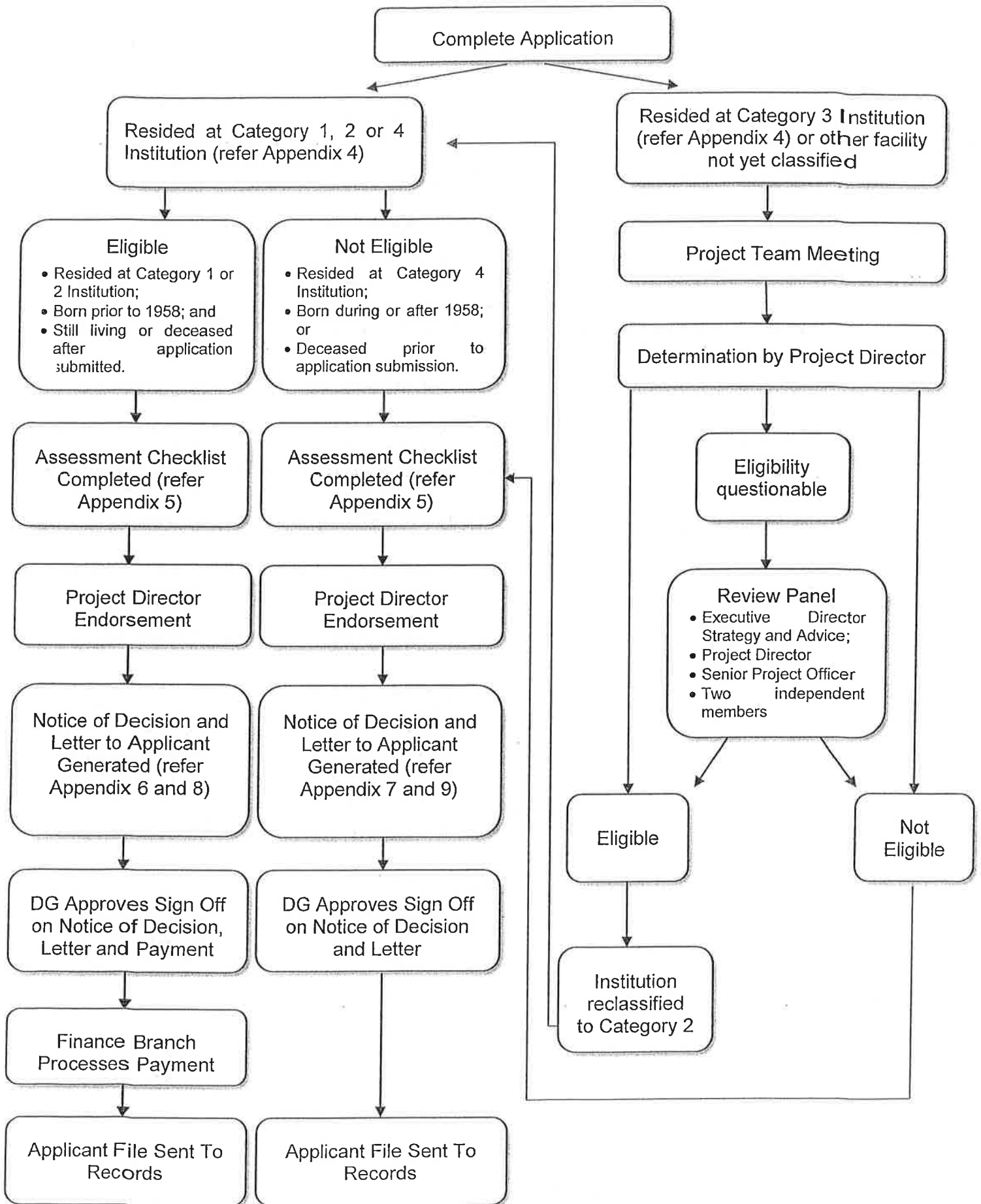
1. Application delivered to Records Branch (RB).
2. RB delivers unopened Application to Senior Project Officer's (SPO) **IN-TRAY SW APPLICATIONS**.
3. SPO date stamps each page of the Application and checks for sensitive information:
  - a. No sensitive information (Go to 4); or
  - b. Yes, sensitive information (e.g. application may include statements of abuse, and/or requests for female or male persons only to read application):
    - i. SPO alerts RB by note on application front page or envelope (Go to 4); or
    - ii. SPO raises issue with Project Director for advice on how to proceed, and upon advice (Go to 4).
4. SPO returns Application to RB for TRIM recording.
5. RB adds TRIM No. to text box on the top right of page 3 in Application form before scanning – see below (NB: TRIM No. will be the Application Reference Number).

Office Use Only Ref No:
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6. RB creates physical file (NB: for sensitive files, RB will place a sticker on the front of the file to alert all staff).
7. RB assigns files to **Stolen Wages Cabinet** in TRIM, and delivers physical files to SPO.
8. SPO assigns files to Helpline staff to enter data into Access (NB: for sensitive applications, SPO will assign to appropriate staff member).
9. Helpline (HL) staff enter data into Access and conduct Pre-Assessment check to determine whether Application is complete or incomplete.
  - Born before 1958;
  - Applicant details correct;
  - Place of residency;
  - Payment authorisation;
  - Applicant signed;
  - Witness authorisation;
  - 2 x 2 certified identification; or,
  - 2 x referee Statutory Declaration from 2 different referees; and signed by Applicant; and witnessed by someone who is not the referee or the Applicant.
10. HL generates an Acknowledgement letter for signing by Project Director.
11. HL assigns file to **Stolen Wages Cabinet** for assessment.



### APPENDIX 3: ASSESSMENT PROCESS





## CATEGORY 2 INSTITUTIONS: PROPOSED DEFINITE

#	INSTITUTION	ALIAS	DENOMINATION	GOVERNMENT ASSOCIATION	YEAR OPEN	YEAR CLOSED	CATEGORY	REDRESS WA STATISTICS
1	Allawah Grove		Gov	Department of Native Welfare	1910 (1); resumed in 1941	1941	Proposed Definite	0
2	Alvan House	Katukutu	Gov; Baptist Union	Native Department of Community Welfare & We fare of	1950	1979	Proposed Definite	10
3	Amy Bethel House	United Mission, Derby; Derby Mission Centre; Derby Hostel	UAM	UAM (1956-1975); Department of Community Welfare (1975-1994)	1956	1975	Proposed Definite	4
4	Balgo	Rockhole; Tjaluwan; Wirrumana (current)	RC (Pallotine)	N/A	1939	1980	Proposed Definite	66
5	Beagle Bay		RC (Pallotine)	N/A	1891	1976	Proposed Definite	42
6	Bedford Hostel	Bedford Park Hostel	Gov	Department of Native Welfare; & Department for Community Welfare	1971	1984	Proposed Definite	0

STOLEN WAGES REPARATION SCHEME WA ASSESSMENT AND PAYMENT PROCESS

#	INSTITUTION	ALIAS	DENOMINATION	GOVERNMENT ASSOCIATION	YEAR OPEN	YEAR CLOSED	CATEGORY	REDRESS WA STATISTICS
7	Bennett House	East Perth Girls' Home	Gov	Predecessor for the Department for Child Protection	1931	?	Proposed Definite	15
8	Bindoon	St. Joseph's Farm and Trade School (1960s); Keaney College (1966)	RC, Christian Brothers	N/A	1936	1966	Proposed Definite	7
9	Boulder (Millen Street) Boys' Employment Hostel	Working Youths' Hostel; Millen Street Hostel; Working Boy's Hostel	AAEM	Department of Native Welfare (mid 1960s-early 1970s); & Department for Community Welfare (1972)	1971	1995	Proposed Definite	1
10	Carnarvon Mission	Ingada	ACCIM	N/A	1945	1975	Proposed Definite	48
11	Castledare		RC, Christian Brothers	N/A	1929	1983	Proposed Definite	18
12	Clontarf		RC, Christian Brothers	N/A	1901	1984	Proposed Definite	27
13	Coolinda Hostel for Aboriginal Girls		Methodist	Department of Native Welfare; Sister Kate's; then the Department till 1987	1966	?	Proposed Definite	3
14	Cosmo Newberry		UAM	N/A	1939	1973	Proposed Definite	2

STOLEN WAGES REPARATION SCHEME WVA ASSESSMENT AND PAYMENT PROCESS

#	INSTITUTION	ALIAS	DENOMINATION	GOVERNMENT ASSOCIATION	YEAR OPEN	YEAR CLOSED	CATEGORY	REDRESS WA STATISTICS
15	Drysdale River, Kalumburu Mission	Kalumburu (1932 - present); Pago Mission (1907 - 1937)	RC; Benedictine Community of New Norcia (1908-1981); Broome Diocese (1981-current)	N/A	1907	1937	Proposed Definite	8
16	Fairhaven		ACCIM	N/A	1965	?	Proposed Definite	6
17	Fitzroy Crossing Hostel		UAM (1952-1974); Department of Community Welfare (1974-close in 1976)	N/A	1952	1976	Proposed Definite	40
18	Fitzroy Crossing UAM Mission		UAM	N/A	1950	1987	Proposed Definite	40
19	Forrest River Mission	Oombulgurri; Umbulgara; The Mission of St Michael and All Angels at Forrest River	Anglican Church, Diocese of North-West; ABM	N/A	1913	1968	Proposed Definite	16
20	Gnowangerup Aboriginal Mission	Gnowangerup Reserve; Gnowangerup Agricultural High School	AAM	N/A	1935	1973	Proposed Definite	50
21	Holy Child Orphanage	St John of God Home for Native Girls (1941 - 1962)	RC - Sisters of St John of God (1940-1962)	N/A	1890s	1970	Proposed Definite	27

#	INSTITUTION	ALIAS	DENOMINATION	GOVERNMENT ASSOCIATION	YEAR OPEN	YEAR CLOSED	CATEGORY	REDRESS WA STATISTICS
22	Home of the Good Shepherd	Leederville Home; Neuville Training Centre (1967); Good Shepherd Teen Centre (1973)	Sisters of the Good Shepherd	N/A	1908	1979	Proposed Definite	17
23	Jigalong	Aborigines Rescue Mission	Apostolistic Church	N/A	1946	1972	Proposed Definite	10
24	Kurrawang Mission	Kurrawang Native Mission (1952 - 1986) Kurrawang Aboriginal Christian Centre	Bretheren	N/A	1952	1986	Proposed Definite	38
25	Kyarra Hostel	Cue Education and Employment Hostel	Gov	Department of Native Welfare till 1972	1961	1984	Proposed Definite	12
26	Kywong Hostel	Kywong Educational and Employment Hostel	Baptist Union (1970-1976)	N/A	1970	2002	Proposed Definite	3
27	La Grange Mission	Bidyadanga (1956 - 1981)	RC Catholic Diocese of Broome; Pious Society of Missions; Pallotines	N/A	1924	1956	Proposed Definite	0
28	Lombadina	Djarindjin; One Arm Point; Cygnet Bay	RC, Catholic Diocese of Broome, Society of the Catholic Apolstolate - Pallotine	N/A	1909	1975	Proposed Definite	10

STOLEN WAGES REPARATION SCHEME WA ASSESSMENT AND PAYMENT PROCESS

#	INSTITUTION	ALIAS	DENOMINATION	GOVERNMENT ASSOCIATION	YEAR OPEN	YEAR CLOSED	CATEGORY	REDRESS WA STATISTICS
29	McDonald House		Gov; Native Welfare Department, the Child Welfare Department, the Anglican Church, the Methodist Church, Riverbank, and the Wesley Central Mission managed or owned McDonald House.	Department of Native Welfare	1955	1972	Proposed Definite	3
30	Morgan's Mission	Gospel	UAM	N/A	1926	1940s	Proposed Definite	0
31	Mount Magnet		UAM	N/A	1954	1961	Proposed Definite	2
32	Mount Margaret		UAM	N/A	1921	1975	Proposed Definite	26
33	Norseman		ACCIM	N/A	1942	C1975	Proposed Definite	51
34	Pallotine Boys Hostel	Tintinara	RC, Society of the Catholic Apolostolate - Pallotine	N/A	1968	1980	Proposed Definite	3
35	Pallotine Centre, Rossmoyne	Pallotine Riverton; Training Centre	Mission Pallotine	N/A	1956	1991	Proposed Definite	2
36	Pallotine Tardun	Mission, St Joseph's Farm School; Wandalgu Hostel	RC, Catholic Diocese of Broome, Society of the Catholic Apolostolate-	N/A	1928	?	Proposed Definite	45

STOLEN WAGES REPARATION SCHEME WA ASSESSMENT AND PAYMENT PROCESS

#	INSTITUTION	ALIAS	DENOMINATION	GOVERNMENT ASSOCIATION	YEAR OPEN	YEAR CLOSED	CATEGORY	REDRESS WA STATISTICS
			Pallotine					
37	Roelands Farm	Mission Roelands Mission	ACCIM Native	N/A	1941	1975	Proposed Definite	128
38	Saint Francis Xavier	Wandering	RC, Catholic Diocese of Broome, Society of the Catholic Apostolate - Pallotine	N/A	1944	1977	Proposed Definite	129
39	St Joseph's Mission and Saint Mary's Mission, New Norcia	St Joseph's Girls' School and Orphanage	RC, Benedictine Order	N/A	1846	1974	Proposed Definite	134
40	Stoneville Boys Home	Hillston	Anglican Church	Department of Native Welfare	1955	1984	Proposed Definite	0
41	Sunday island		non/UAM	N/A	32509	12420	Proposed Definite	0
42	Tardun School	Agricultural Tardun Farm School; St Mary's Agricultural School; Clontarf Farming School	RC (Christian Brothers)	N/A	1928	1967	Proposed Definite	0
43	Warburton Range		UAM	N/A	1933	1977	Proposed Definite	1
44	Wotjalum		UAM	N/A	1934	1956	Proposed Definite	0
								<b>1004 (Total)</b>



### CATEGORY 3 INSTITUTIONS: QUESTIONABLE

#	INSTITUTION	ALIAS	DENOMINATION	YEAR OPEN	YEAR CLOSED	CATEGORY	COMMENTS	REDRESS WA STATISTICS
1	AAEM (Australian Aboriginal Mission) Esperance (Evangelical Hostel)		AAEM	1966	?	Questionable	Other institutions related to the sponsoring agency is Cundelee	1
2	Badjalang		UAM	1930	c.1950	Questionable		7
3	Benmore Presbyterian Childrens' Home		Presbyterian			Questionable		0
4	Bernier Island (Dorre Island)		?	1892	1905	Questionable	Closed early	0
5	Cundelee		AAEM	1950	1984	Questionable	AAEM	2
6	Disaster Bay		RC	1909	1918	Questionable	Closed early	0
7	Dorre Island (Bernier Island)		?	1909	1917	Questionable	Closed early	0
8	Duhlil Gunya		AAM	1899	1917	Questionable	Closed early	0
9	Ellensbrook		?	1870	1921	Questionable	Closed early	0
10	Karalundi Mission		Seventh Day Adventists	1954	1974	Questionable	Seventh Day Adventists	13
11	Mowanjium Mission		Presbyterian	1956	1981	Questionable	Residential child care establishment which was mainly for children aged under 15 years and/or still at school	2

STOLEN WAGES REPARATION SCHEME WA ASSESSMENT AND PAYMENT PROCESS

#	INSTITUTION	ALIAS	DENOMINATION	YEAR OPEN	YEAR CLOSED	CATEGORY	COMMENTS	REDRESS/WA STATISTICS
12	Roelands Mission Farm	Roelands Village	?	1906	1912	Questionable	Closed early	0
13	Salvation Army Home		Salvation Army	1909	1918	Questionable	Closed early	3
14	Wongutha Mission Training Farm		Private	1954	1993	Questionable		2
								30 (Total)

### CATEGORY 4 INSTITUTIONS: OUT OF SCOPE

#	INSTITUTION	ALIAS	DENOMINATION	OPEN	CLOSED	CATEGORY	CATEGORY REASONING	REDRESS WA STATISTICS
1	Fitzroy Crossing Group Homes	Burawa	Gov	1975	>	Out of Scope	Opened after 1972	0
2	Margaret, Margaret and Kinship Community Centre (1988-2002)	Sister Kate's		1976	1982	Out of Scope	Opened after 1972	0
3	Maria Goretti Home	Holy Child Orphanage Broome		1982	1987	Out of Scope	Opened after 1972	0
								0 (Total)

LEGEND	
Gov	Government
RC	Roman Catholic
AAEM	Australian Aborigines Evangelical Mission
ACCIM	The Australian Churches of Christ Indigenous Ministries
UAM	United Aborigines Mission
AAM	Australian Aborigines Mission (United Aborigines Mission UAM in 1904)
ABM	Australian Board of Missions
NGO	Non-Government Organisation

# APPENDIX 5: ASSESSMENT CHECKLIST

## Stolen Wages Reparation Scheme WA Assessment Checklist

### SECTION 1: APPLICANT DETAILS

TRIM No.

Applicant Name

Date of Birth

### SECTION 2: ELIGIBILITY

The Stolen Wages Reparation Scheme WA is reasonably satisfied that the applicant:

- a) has made a signed Statutory Declaration as set out in Schedule 1 of the Guidelines \_\_\_\_\_ Yes / No
- b) is a living Aboriginal or Torres Strait Islander person born before 1958 \_\_\_\_\_ Yes / No
- c) from the age of 14 years or older was resident at an Institution/Facility within the scope of the Stolen Wages Reparation Scheme WA \_\_\_\_\_ Yes / No
- d) experienced direct government control over the Applicant's income and all or part of the income was withheld from the Applicant \_\_\_\_\_ Yes / No
- e) was never repaid the outstanding monies owed by the Western Australian Government \_\_\_\_\_ Yes / No
- f) has provided properly certified Proof of Identification \_\_\_\_\_ Yes / No
- g) has completed the Payment Authorisation \_\_\_\_\_ Yes / No

### SECTION 3: PLACE/S OF RESIDENCE

The applicant has provided the following information on their place/s of residence.

Name of Institution/Facility	Age at Placement

Based on the information provided by the applicant, as well as independent checks, Stolen Wages WA has completed the assessment based on the following place/s of residence.

Name of Institution/Facility	Age at Placement

Stolen Wages WA aims to verify residency where the applicant has provided indefinite information. This is not always possible and where residency is not verified, or is unclear, Stolen Wages bases its determination on the information provided by the applicant.

**STOLEN WAGES REPARATION SCHEME WA**

**NOTICE OF DECISION - ELIGIBLE**

Made under the authority of the Government of Western Australia  
pursuant to the *Stolen Wages Reparation Scheme WA Guidelines*

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**Applicant:**

**Date of Birth:**

**Application: [TRIM NO.]**

**Date Application Received:**

**Date of Decision:**

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**Reason for Application:**

[Name] - was a resident of **name of institution** at age **years** and has made an application to Stolen Wages Reparation Scheme WA on the basis that s/he experienced direct government control over **her/his** income and all or part of the income was withheld from **her/him**. [Name] was never repaid the outstanding monies owed by the Western Australian Government.

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**DECISION**

1. [Name] -is an "eligible person" under the Stolen Wages Reparation Scheme WA Guidelines.
2. The amount of the *Ex Gratia* payment to be offered is assessed at \$2,000.00

**Director General Approval:**

**Date:**        /        /

[TRIM NO.]

**NOTES**

1. All applications are assessed on the same fair and equitable basis and in accordance with the Stolen Wages Reparation Scheme WA Guidelines.
2. This assessment was made solely for the purpose of the Stolen Wages Reparation Scheme WA and not for any other purpose.

**STOLEN WAGES REPARATION SCHEME WA**

**NOTICE OF DECISION - INELIGIBLE**

Made under the authority of the Government of Western Australia  
pursuant to the *Stolen Wages Reparation Scheme WA Guidelines*

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**Applicant:**

**Date of Birth:**

**Application: [TRIM NO.]**

**Date Application Received:**

**Date of Decision:**

---

**Reason for Application:**

[Name] - was a resident of **name of institution** at age **years** and has made an application to Stolen Wages Reparation Scheme WA on the basis that **s/he** experienced direct government control over **her/his** income and all or part of the income was withheld from **her/him**. [Name] was never repaid the outstanding monies owed by the Western Australian Government.

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**DECISION**

3. **[Name] - is not an "eligible person" under the Stolen Wages Reparation Scheme WA Guidelines because:**
- They are a person who was deceased before making an application under these Guidelines, and the application was submitted by relatives;
  - They are not a living Aboriginal or Torres Strait Islander person born before 1958;
  - They were not a resident at an Institution/Facility within the scope of the Stolen Wages Reparation Scheme WA Guidelines;
  - They were not aged 14 years or older while resident at an Institution/Facility within the scope of the Stolen Wages Reparation Scheme WA Guidelines;
  - They did not experience direct government control over their income and having all or part of the income withheld;
  - They were repaid the outstanding monies owed by the Western Australian Government;
  - They have previously applied for, or received an Ex Gratia payment under this Scheme;
  - Their application was received after the closing date of 6 September 2012



Our Ref: [TRIM NO.]

[Title] [First Name] [Last Name]  
[Address]

Dear [Title] [Last Name]

**STOLEN WAGES REPARATION SCHEME WA: NOTIFICATION OF PAYMENT**

I am pleased to advise that in accordance with the Stolen Wages Reparation Scheme WA guidelines you have been assessed as eligible to receive an Ex Gratia payment of \$2,000.

Within the next 10 working days your payment will be electronically deposited into the following bank account as nominated by you in your application.

[Bank]

[Account Name]

[BSB]

[Account Number]

If you do not receive your payment within this time, or have any questions in relation to your assessment, please call the Stolen Wages helpline on 1800 441 570 (free call).

Yours sincerely

CLIFF WEEKS  
DIRECTOR GENERAL

Date:



Government of **Western Australia**  
Department of **Indigenous Affairs**  
**Stolen Wages Reparation Scheme WA**

**APPENDIX: 9**

Our Ref: [TRIM NO.]

[Title] [First Name] [Last Name]  
[Address]

Dear [Title] [Last Name]

**STOLEN WAGES REPARATION SCHEME WA: NOTIFICATION OF  
INELIGIBILITY**

I refer to your application for an Ex Gratia payment under the Stolen Wages Reparation Scheme WA. Unfortunately your application has been assessed as ineligible for the following reasons:

- 
- 

Should you have any questions in relation to the assessment of your application please call the Stolen Wages helpline on 1800 441 570 (free call).

Yours sincerely

CLIFF WEEKS  
DIRECTOR GENERAL

Date:





**Government of Western Australia  
Department of Aboriginal Affairs**

**APPLICATION FOR INTERNAL REVIEW OF A DECISION**  
(under *Freedom of Information Act 1992, S.40*)

**DETAILS OF APPLICANT**

Surname \_\_\_\_\_ Given Name \_\_\_\_\_

Aust. Postal Address \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone No. \_\_\_\_\_ Facsimile No. \_\_\_\_\_

*If application is on behalf of an organisation*

Name of Business/Organisation \_\_\_\_\_

**DETAILS OF AGENT**

Surname \_\_\_\_\_ Given Name \_\_\_\_\_

Agency \_\_\_\_\_

Aust. Postal Address \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone No. \_\_\_\_\_ Facsimile No. \_\_\_\_\_

Are you the original access applicant?     Yes     No

Are you a third party?     Yes     No

**PARTICULARS OF DECISION FOR REVIEW**

FOI reference number \_\_\_\_\_ DAA file number \_\_\_\_\_

Date of Initial Decision \_\_\_\_/\_\_\_\_/\_\_\_\_

Decision Maker \_\_\_\_\_

Brief subject title \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**GROUNDS FOR REVIEW**

Please provide brief details why you dispute the initial decision or specific aspects of it. Attach separate pages if necessary \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## YOUR RIGHTS

Section 39 of the *Freedom of Information Act 1992* specifies a person's right to have the initial decision reviewed by the agency. Section 40 of the Act lists a number of criteria which the application for review must comply with. Both Sections have been reprinted here. Note, there is no charge for an internal review.

### ***Freedom of Information Act 1992***

#### ***Division 5 – Internal review of decisions as to access***

##### ***Right to review***

39. (1) A person who is aggrieved by a decision made by an agency under this Part in relation to an access application has a right to have the decision reviewed by the agency.
- (2) A person is aggrieved by a decision -
- (a) if the person is the access applicant and the effect of the decision is to -
    - (i) give access to an edited copy of a document;
    - (ii) refuse to deal with the access applicant;
    - (iii) refuse access to a document;
    - (iv) defer the giving of access to a document;
    - (v) give access to a document in the manner referred to in section 28 or withhold access under that section; or
    - (vi) impose a charge, or require a deposit, that the applicant considers to be unreasonable;
- or
- (b) if the person is a third party whose views were or should have been obtained under section 32 or 33, and the decision conflicts with the person's views.
- (3) Review under this Division is not available in respect of -
- (a) a decision made by an agency's principal officer; or
  - (b) a decision made on an application for review under this Division.

##### ***Application for review***

40. (1) An application for review has to -
- (a) be in writing;
  - (b) give particulars of the decision which the aggrieved person wishes to have reviewed;
  - (c) give an address in Australia to which notices under this Act can be sent;
  - (d) give any other information or details required under the regulations; and
  - (e) be lodged at an office of the agency.
- (2) An aggrieved person may lodge an application for review within 30 days after being given written notice of the decision.
- (3) If the application for review is made by the access applicant the principal officer of the agency may allow the application to be lodged after the period mentioned in subsection (2) has expired.

## LODGEMENT OF APPLICATIONS

### *By mail to:*

FOI Coordinator  
Department of Aboriginal Affairs  
PO Box 3153  
EAST PERTH WA 6892

### *In person at DAA Perth Office:*

FOI Coordinator  
Department of Aboriginal Affairs  
Ground Floor, 151 Royal Street  
EAST PERTH WA 6004