



Your Obligations as a Reportable Offender

This booklet is to assist you, the Reportable Offender,
(or the person supporting you) to understand your
reporting obligations.

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What is the Community Protection (Offender Reporting) Act 2004?

The *Community Protection (Offender Reporting) Act 2004* (the CPOR Act) requires the Commissioner of Police to establish a register in Western Australia (WA). It requires certain persons to report their whereabouts and personal details to police for a period of time.

What is the aim of The CPOR Act?

The aim is to protect the public by having information available to the WA Police to enable the effective monitoring and management of Reportable Offenders to reduce the likelihood of reoffending.

Community safety is best achieved by helping you, the Reportable Offender, to be settled, stable and safe. Having up to date information on what is happening in your life means factors or risks that could lead to reoffending can be identified. Action can then be taken to keep both you and the community safe.

Who is a Reportable Offender?

If you have been sentenced for a reportable offence listed in the Act or a court has ordered you to comply with the reporting requirements of the Act, you will be referred to as a Reportable Offender. As a Reportable Offender, you must report to police and provide them with your personal details, for a set period of time.

Who is an authorised person?

An authorised person means a police officer or person prescribed by the regulations.

METROPOLITAN



Once registered, you will be allocated to a team at the Serious Offender Enforcement Squad (SOES), WA Police.

They will help you to understand what is required to comply with your reporting requirements.

REGIONAL



Once registered, you will be made aware of who to report to at your local police station.

They will help you to understand what is required to comply with your reporting requirements.

How to report personal details?



**IN PERSON TO AN
AUTHORISED PERSON**

OR



ELECTRONIC REPORTING

What information do you have to report?

WITHIN 24 HOURS



WITHIN 3 DAYS



WITHIN 3 DAYS



WITHIN 3 DAYS



REPORTABLE CONTACT WITH CHILDREN (UNDER 18 YEARS)

Reportable contact details of each reportable contact you:

Have with a child; or

Likely to have with a child within the period of 12-months after the day on

Reportable

Contact:

Supervises, visits, or stays; or
Exchange contact details; or
Befriends or attempts to befriend the child.

Reportable Contact Details:

Name, age, residential address of each child; and

Name, residential address, and contact details of the child's parent or guardian and details related to the reportable contact.

ADDRESS

The address of each premises at which you generally reside.

If you do not generally reside at any particular premises, then the name of the localities in which you can generally be found.

Each other premises you own or rent, have control or management of (including storage facilities).

EMPLOYMENT / PRACTICAL TRAINING / VOLUNTEER WORK

If working:
Under a contract of employment; or
Volunteer for an organisation; or

Self-employed; or

Subcontractor; or

Undertaking practical training (education); and

Minister of religion or in any capacity for the purposes of a religious organisation.

Nature of employment, including job description and specific days of employment;

The name of their employer;

The address of each of the premises at which you are generally employed or if not generally employed at any particular premises, the name of each of the localities in which you are generally employed after a period of 3 days within a 12-month period.

VEHICLE OWNED

Make, model, colour, and registration number of each motor vehicle you own, or you generally drive.

You need to report any vehicle, including a caravan, boat, or aircraft.

Photographs may be taken of reported vehicle/s.

VEHICLE DRIVEN

After a period of 3 days within a 12-month period.

WITHIN 7 DAYS



**INTERNET
ACCOUNTS / ISP**

The name of each Internet service provider (ISP) whose Internet carriage service you are supplied with or regularly use.

Each name you use or are known, when using each of the following; the internet for the purposes of communication, an electronic communication service or an incidental communication application.

The name or URL of each website, electronic communication service or an incidental communication application.

Each user name, code, password, or other information that you use to gain access to; the internet or a particular website (other than a banking website), an email address, electronic communication service or an incidental communication application.

WITHIN 7 DAYS



**TELEPHONE
NUMBER**

Each telephone number you have or regularly use.

EMAIL ADDRESS

Each email addresses you have or regularly use, and the associated password.

**DEVICE LOGIN /
ACCESS DETAILS**

Each device you use to access the internet, along with the associated code/password/pattern of the device. E.g. Mobile phone, laptop, iPad, computer console.

**BANK/FINANCIAL
INSTITUTION**

The name of each authorised deposit-taking institution, or other prescribed financial service provider, with which you have an account or dealings.

WITHIN 7 DAYS



**NAME/DOB/SEX or
GENDER**

Names, previous names, date of birth and sex or gender changes.

FOREIGN CITIZENSHIP

Details of each foreign citizenship you hold, including the name of the country for which it is held.

PASSPORT

Details of each passport you hold, including its number and expiry date and the name of the country of issue.

**CLUBS/
ORGANISATIONS**

Details of all affiliations with each club or organisation that has child members or that conducts activities in which children participate. E.g. Gym, Churches, TAFE.

TATTOO

Details of each tattoo or removal tattoo.

SCAR / MARK

Details of each permanent distinguishing mark /scar you have that has been removed).

WITHIN 7 DAYS



**GOVERNMENT
CUSTODY 14 DAYS
OR MORE**

If you have been in government custody for 14 or more consecutive days.

Must report your personal details within 7 days of being released.

If you were in government custody as a;

Prisoner;
Detainee;
Mentally impaired accused; or
In immigration detention.

**FOUND GUILTY IN
FOREIGN
JURISDICTION**

Can you travel or go on a holiday?



**TRAVEL WITHIN
WA
(FOR 7 OR MORE
DAYS)**



**TRAVEL
OUTSIDE OF
WA
(INTERSTATE)**



**TRAVELLING
OVERSEAS**



**CHANGE TO
TRAVEL DETAILS
(BEFORE OR
DURING TRAVEL)**



**RETURNING TO
WA FROM
INTERSTATE OR
OVERSEAS**

WHAT TO REPORT

You must provide travel dates, itinerary, method of travel, addresses where you are staying and if any children are likely to be present.

You must provide method of travel, departure, and arrival dates, itinerary and addresses where you are staying and if any children are likely to be present.

You must complete an application form for approval to travel. This must be done prior to bookings being made.

Allow time for the application to be considered.

You must provide details of any changes.

You must provide documentation to confirm all details of travel.

WHEN TO REPORT

**AT LEAST 7 DAYS
PRIOR TO TRAVEL
WITHIN WA**

**AT LEAST 7
DAYS PRIOR
TO LEAVING
WA**

**AS SOON AS
DECISION IS
MADE TO
TRAVEL**

**AS SOON AS
POSSIBLE**

**WITHIN 7 DAYS
OF RETURNING
TO WA**



NORO INTERVIEW

» You will be required to report in person to a police officer for your NORO interview. At the completion, you will be advised of your next interview appointment date and time.



UPDATING ANY CHANGES

» You must update any changes to your personal details. Refer to page 5 & 6.



TRAVEL

» You must report to an authorised person of your travel plans. Refer to page 7.

Failure to comply, or provide false or misleading information

**FINE UP TO
\$24,000
AND/OR
5 YEARS
IMPRISONMENT**

WHAT HAPPENS IF YOU FAIL TO COMPLY WITH YOUR REPORTING OBLIGATIONS?

You can be arrested and charged if you fail to comply with your reporting obligations.

If you are charged and convicted of failing to comply with your reporting obligations, the penalty is up to \$24,000 and/or imprisonment of up to 5 years.

WHAT HAPPENS IF YOU PROVIDE FALSE OR MISLEADING INFORMATION?

If you or any other person provides false or misleading information, you may be liable for a fine of up to \$24,000 and/or imprisonment of up to 5 years.

**FINE UP TO
\$24,000
AND/OR
5 YEARS
IMPRISONMENT**

Reporting duration adults

8 YEARS **15** YEARS **LIFE**

HOW LONG WILL YOU BE REQUIRED TO REPORT?

You will have to report for either 8 years, 15 years or for life, depending on the type of offence committed by you and/or the number of offences.

Registration starts on the day you are released from government custody into the community, or on the day you have been sentenced to a non-custodial sentence by the court.

If you go into government custody, your reporting requirements are suspended and start again once you are released from custody.



WHAT HAPPENS AT THE END OF YOUR REPORTING PERIOD?

At the end of your reporting period, you will no longer be required to update your information, unless you change your name. You will also still be subject to section 557K(6) of *The Criminal Code* (WA).

WHAT IF YOU COMMIT ANOTHER REPORTABLE OFFENCE WHILST YOU ARE ON THE REGISTER?

If you are convicted of another reportable offence, the time you are required to report will be extended.



CIRCUMSTANCES WHEREBY YOUR REPORTING REQUIREMENTS WILL SUSPENDED OR EXTENDED

If you spend any time in government custody, your reporting will be suspended for that time and will then be extended for that period of time upon release.

Reporting duration Juveniles

4 YEARS **7.5** YEARS

HOW LONG WILL YOU BE REQUIRED TO REPORT?

You will have to report for either 4 years or, 7 years and 6 months, depending on the type of the offence you committed and/or the number of offences.

Registration starts on the day you are released from government custody into the community, or on the day you have been sentenced to a non-custodial sentence by the court.

If you go into government custody, your reporting requirements are suspended and start again once you are released from custody.

WHAT HAPPENS AT THE END OF YOUR REPORTING PERIOD?



At the end of your reporting period, you will no longer be required to update your information, unless you change your name.

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FAQ's - Additional Information



DO YOU GET A RECEIPT FOR REPORTING OR UPDATING INFORMATION?

Yes, you are entitled to a receipt or a unique reference number when updating information

CAN SOMEONE REPORT OR UPDATE YOUR INFORMATION ON YOUR BEHALF?

If you are a child, have a disability that makes it impossible or impracticable to make a report, then a parent, guardian, carer, or other adult person nominated, and approved by an authorised person can do so on your behalf.

You need to discuss this with an authorised person and provide consent to report on your behalf.



YOU HAVE BEEN IN GOVERNMENT CUSTODY SINCE YOU LAST REPORTED, WHAT DO YOU DO?

If you have been in government custody for 14 days or more, you need to report to an authorised person within 7 days of your release.

DOES YOUR REPORTING REQUIREMENTS IMPACT THE REGISTER AND OTHER SENTENCES/ORDERS/ ELECTRONIC MONITORING?

Your reporting requirements are additional to any sentence or order requirements you may have.



YOUR OBLIGATIONS UNDER SECTION 557K(6) OF THE CRIMINAL CODE

As a Reportable Offender, under section 557K(6) of the Criminal Code, you must not, without reasonable excuse, be in or near a place where children are regularly present (i.e. a school, child care centre, playground). The penalty is a maximum of 2 years imprisonment and/or a fine of \$24,000.

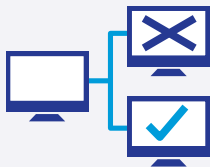
WHAT IF YOU WANT TO CHANGE YOUR NAME?

You must apply on writing to the Serious Offender Registry for approval to change your name.



WHO HAS ACCESS TO YOUR INFORMATION?

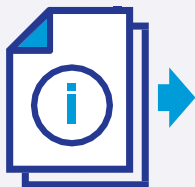
Only authorised persons have access to your information. Your information is not publicly available and cannot be accessed by any unauthorised person.



CAN ANY OF YOUR INFORMATION BE RELEASED BY THE POLICE?

Yes, if you are an adult your details may be placed on the Community Protection website, if any of the following occur:

- » You fail to comply with reporting requirements and police are unaware of your current whereabouts.
- » You commit a further reportable offence whilst a reportable offender.
- » There are concerns for public safety.



CIRCUMSTANCES WHERE YOUR INFORMATION WILL BE RELEASED TO A THIRD PARTY

Your information may be provided to an external government agency. This government agency may inform a parent or guardian of a child, a teacher or regular caregiver of a child, or someone responsible for the custody or wellbeing of a child, if it is believed you pose a threat, or a risk to the life, welfare, or sexual safety of a child or children.

There are disclosure protocols for releasing information. Any person who unlawfully discloses your information, commits an offence.

YOUR RIGHT TO PRIVACY

You are entitled to report in private. if you require you can bring along a support person of your choice.

If required, an interpreter can be present when you attend your meetings. The interpreter will need to sign an undertaking not to disclose any information, unless required by law.

Online Reporting



Scan the QR code above to gain direct access to the online portal.

You can use this portal to tell us about any changes to your personal details as required under the *Community Protection (Offender Reporting) Act 2004*



This portal is the only way to report changes online.



Your report is secure and will only be seen by authorised officers of the Western Australia Police Force.



This portal is not monitored live, so you will not receive an immediate response.



For assistance regarding the portal please contact the Serious Offender Registry on 1800 300 400 between 8:00am and 4:00pm Monday – Friday (excluding public holidays).

HOW TO USE THE QR CODE:

Open your smart phone's camera and point it at the QR code. Tap the link that appears to open the portal.

DON'T HAVE A PHONE OR INTERNET ACCESS?

You can visit in person to report your change in personal details.

Metropolitan Western Australia – attend the Serious Offender Enforcement Squad
Regional Western Australia – attend a local police station

Support services

If you have any further queries, contact the WA Police who are responsible for the management and monitoring of Reportable Offenders in WA:

- Talk to an authorised person from Serious Offender Registry 1800 300 400 or email [Serious.Offender.Registry@police.wa.gov.au](mailto:Seriousoffender.Registry@police.wa.gov.au)
- The *Community Protection (Offender Reporting) Act 2004* is available at [WALW - Community Protection \(Offender Reporting\) Act 2004 - Home Page](#)

Lifeline	Phone: 13 11 14
Beyond Blue	Free call: 1300 224 636 Web: https://www.beyondblue.org.au/
Alcohol, Drug and Mental Health Services	Phone Perth: 9442 5000 Country: 1800 198 024 Web: Alcohol, Drug and Mental Health Support Service ADMHSS
Department of Foreign Affairs and Trade	Web: Homepage Australian Government Department of Foreign Affairs and Trade Web: Information for reportable offenders Australian Passport Office
Multicultural Services Centre	Phone: (08) 9328 2699 Web: Home - MSCWA
Yorqum Healing Services	Free call: 1800 469 371 Web: Yorqum Healing Services Aboriginal Corporation – Providing all Aboriginal people with culturally secure, community-based healing.
Headspace	Free call: 1800 650 890 Web: https://headspace.org.au/online-and-phone-support/
1800RESPECT	Free call: 1800 737 732 Web: https://www.1800respect.org.au/

Outcare	Phone: (08) 6262 8622 Web: Outcare - Justice Support in Western Australia
Office of Multicultural Interests	Phone: (08) 6552 7300 Web: Office of Multicultural Interests
STOP It Now Australia	Free call: 1800 01 1800 Web: Stop It Now! Australia
Blue Knot	Free call: 1300 657 380 Web: Blue Knot Helpline and Redress Support Service
The Samaritans Helpline – Free WA based mental health service	Free call: 0863 839 850 Web: https://thesamaritans.org.au/
Kids Helpline	Free call: 1800 55 1800 Web: https://kidshelpline.com.au/
Australian Psychological Society	Free call: 1800 333 497 Web: https://psychology.org.au/
Anglicare WA – Housing and Homelessness	Free call: 1300 11 44 46 Web: https://www.anglicarewa.org.au/get-help/housing-and-homelessness
Entry Point Perth – Homelessness assistance	Free call: 1800 124 684 Web: https://www.entrypointperth.com.au/services/

Note: This booklet is an overview of information to assist Reportable Offenders who are subject to reporting obligations. It does not replace the legislation and is to be used as a guide only.

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