



# QUEENSLAND POLICE SERVICE

## WAGE THEFT REPORT



QP 2020  
09/20  
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To seek recovery of your **unpaid wages or entitlements**, please contact:

- the **Fair Work Ombudsman (FWO)** on **13 13 94**, or visit their website at [www.fairwork.gov.au](http://www.fairwork.gov.au) for unpaid wages or entitlements relating to **private sector employment**;
- the **Office of Industrial Relations (OIR)** on **(07) 3406 9999**, or visit their website at [www.oir.qld.gov.au](http://www.oir.qld.gov.au) for unpaid wages or entitlements relating to **public sector (state and local government) employment**;
- the **Australian Taxation Office (ATO)** on **13 10 20** or visit their website at [www.ato.gov.au](http://www.ato.gov.au) for **unpaid superannuation**.

Police investigate criminal matters to place evidence before a criminal court. It is not the role of the Queensland Police Service (QPS) to recover unpaid wages or entitlements. Please note that making a criminal complaint to police about wage theft may not recover your unpaid wages or entitlements.

You can report a wage theft matter to police. A police officer will assess your complaint, and if it is determined that it will be investigated by the QPS, the information will be entered onto the QPS case management system called QPRIME. You will be provided with a report number starting with 'QP', which you should quote to police in any future correspondence. Please note that the QPS investigates a wide range of crimes, some of which may be prioritised more highly than your matter. This may result in a delay. An officer will keep you informed of the progress of your complaint.

To assist police in assessing your complaint, please complete this form, attach any relevant additional information or documents, and submit this form and these documents to your local police station.

### COMPLAINANT (YOUR) DETAILS:

Surname: \_\_\_\_\_

Given name(s): \_\_\_\_\_

Date of birth: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Organisation & trading name  
(if relevant): \_\_\_\_\_

ABN (if relevant): \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

**OFFICE USE ONLY**

\_\_\_\_\_

**OFFICER**

\_\_\_\_\_

**OCCURRENCE**

**QP**

**CORRESPONDENCE**

\_\_\_\_\_

**SUMMARY OF ALLEGATIONS**

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Please provide a brief summary of the criminal allegations you are making.

**DETAILS OF WORK PERFORMED BY EMPLOYEE**

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Occupation:

Work or services performed:

Duties *(A brief summary of the employee duties):*

Classification level under applicable Modern Award, enterprise agreement, workplace determination or contract  
(If you are in private sector employment and do not know, please contact the **Fair Work Ombudsman on 13 13 94**. If you are a union member, you may also contact your union for information.):

Place of work or services:

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Postcode: \_\_\_\_\_

Period of employment:

Date started work :

Last date worked : *(if employment or outworker arrangement terminated)*

If the employee's employment or the outworker's contract was terminated, was a written notice of dismissal or termination given?

**No**

**Yes – Copy attached**

## **WAGES OR OTHER ENTITLEMENTS**

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Have you spoken with your employer about your unpaid wages/entitlements/superannuation?

**If you have not spoken with your employer, you should do this before submitting this form to police.**

What was the outcome of your conversation with your employer?

What wages/entitlements/superannuation are you alleging are owed to you?

**Amount of Unpaid Wages**

\$
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**Amount of Unpaid Entitlements**

\$
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**Amount of Unpaid Superannuation**

\$
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Other Amounts or Unpaid Benefits:

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How did you calculate the wages/entitlements/superannuation owed to you?

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What outcome do you hope to achieve by reporting this issue to police?

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## COMPREHENSIVE SUMMARY OF ALLEGATIONS

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Please provide a chronological summary of events that form the basis of the criminal allegations. It is important to include times, dates and places, together with details of conversations with the suspect/s regarding the allegations. Please ensure the information you provide is accurate, as you may be required to give evidence in relation to the information provided. You may wish to complete this section via a separate report or add further pages, if required.

Please ensure any documents you refer to in this section are clearly labelled. If you are in possession of original documents or material, then please retain these and only attach copies to this report.

## EMPLOYER/SUSPECT DETAILS

### Employer's name

Business or Company: \_\_\_\_\_

Person: \_\_\_\_\_

Employer's trading address or registered office:

\_\_\_\_\_  
\_\_\_\_\_  
Postcode: \_\_\_\_\_

Phone: \_\_\_\_\_

( )

Mobile: \_\_\_\_\_

( )

Email: \_\_\_\_\_

How long has this employer been operating for?

Does the employer operate locally or globally?

How many employees work for this employer?

Please provide any other particulars that may assist in identifying the employer/suspect, for example: vehicles owned, whether or not the employer/suspect is married, any children, contact telephone numbers, associates, locations frequented, email and IP addresses, web pages, companies, and bank accounts (if applicable).

Name (2):	_____		
Date of birth:	_____		
Address:	_____		Postcode: _____
Phone (H):	Phone (Other):	Mobile:	
Email:	_____		

Please provide any other particulars that may assist in identifying the alleged employee/suspect, for example: vehicles owned, whether or not the employer/suspect is married, any children, contact telephone numbers, associates, locations frequented, email and IP addresses, web pages, companies, and bank accounts (if applicable).

**Are you aware of any witnesses or other people affected by this employer/suspect? If so, please provide their details below:**

**WITNESS DETAILS -1**

Name (1):	_____		
Date of birth:	_____		
Address:	_____		Postcode: _____
Phone (H):	Phone (Other):	Mobile:	
Email:	_____		

Please list the information this person can provide:

**WITNESS DETAILS -2**

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Name (2):	_____		
Date of birth:	_____		
Address:	_____		Postcode: _____
	_____		
Phone (H):	_____	Phone (Other): _____	Mobile: _____
Email:	_____		

Please list the information this person can provide:

**ACTION AGAINST EMPLOYER/SUSPECT**

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Give details of any disciplinary or civil litigation presently commenced, or that you intend to commence in the future.

1. Has this matter been reported to the Fair Work Ombudsman (phone 13 13 94; [www.fairwork.gov.au](http://www.fairwork.gov.au)), Office of Industrial Relations (phone 07 3406 9999; [www.oir.qld.gov.au](http://www.oir.qld.gov.au)), the Australian Taxation Office (phone 13 10 20; [www.ato.gov.au](http://www.ato.gov.au)), or another authority or professional body? If so, please provide details.



2. If this matter has NOT been reported to the Fair Work Ombudsman, Office of Industrial Relations, Australian Taxation Office, or any other authority or professional body, please state why.

- a) Have any civil proceedings been initiated or are any being contemplated?      Yes       No
- b) Has a decision been made by a court?      Yes       No
- c) Are you prepared to attend any criminal court proceeding and appeals to further this prosecution?      Yes       No

### DOCUMENT CHECKLIST

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Where possible, **copies** of all documents relating to this matter should be supplied. **Do not send original documents in the mail or provide original documents at the time of reporting this matter.** Depending on the circumstances the documents may include the following:

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|--|--------------------------|---|--------------------------|
| Copy of any Enterprise/Registered Agreement  | <input type="checkbox"/> | Copy of email conversations with employer about unpaid wages, etc.  | <input type="checkbox"/> |
| Copy of any Employment Contract  | <input type="checkbox"/> |   |                          |
| Bank Statement (to show record of date/amount of wage deposits)                            | <input type="checkbox"/> | Copy of text messages with employer about unpaid wages, etc.  | <input type="checkbox"/> |
| Copy of the original advertisement for employment/job vacancy                              | <input type="checkbox"/> | Copy of any documents, emails, or other correspondence from the Fair Work Ombudsman, Office of Industrial Relations or Australian Taxation Office about this matter | <input type="checkbox"/> |
| Copy of any pay slips, time sheets, agreements for deductions or payments to third parties | <input type="checkbox"/> |   |                          |

### DECLARATION:

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I declare all requested information has been disclosed. I have not omitted to provide any information that may have a bearing on the conduct of this criminal investigation or the prosecution of any person. All the information provided is true and correct to the best of my knowledge and belief.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Print name: \_\_\_\_\_