



Bankruptcy/Debt Arrangements Policy Statement

This policy statement applies to all NSW Police Force employees including those employees who are suspended or on any type of leave. The policy statement does not apply to casual employees.

In accordance with clause 10 of the *Government Sector Employment Regulation 2014*, NSW Police Force employees are required to notify the Commissioner of Police if they become bankrupt or enter into a composition, arrangement or assignment for the benefit of the employee's creditors.

Under *Commissioner's Delegation Number: HR73*, the Commissioner has delegated this authority in relation to employee's reporting bankruptcies and other debt arrangements with creditors to commander/managers.

Failure to comply with this policy and related guidelines will be considered a breach of the *Code of Conduct and Ethics* and may result in management action.

Our commitment is to ensure that the NSW Police Force:

- manages corporate risks associated with employee bankruptcy/debt arrangements
- provides welfare and support to affected employees
- maintains confidentiality in relation to bankruptcy/debt arrangement reports made to the NSW Police Force by employees.

Responsibilities:

- **Senior Executive** - approve and support the NSW Police Force *Bankruptcy/Debt Arrangements Policy Statement* and *Guidelines for NSWPF Employees Declaring Bankruptcy or Debt Arrangements*; and promote and support a culture that encourages bankruptcy/debt arrangement reporting and risk management strategy development, implementation and management.
- **Professional Standards Command** - regularly reviews and updates the *Bankruptcy/Debt Arrangements Policy Statement* and *Guidelines for NSWPF Employees Declaring Bankruptcy or Debt Arrangements* and provides advice to commanders/ managers via the PSC Help Desk.
- **Shared Services** – manages any financial aspects of a bankruptcy declaration or order prescribed by a court.
- **Commanders/Managers** – encourage reporting of bankruptcies/debt arrangements in accordance with corporate policy; identify, implement and manage any risks associated with reported bankruptcies/debt arrangements; and offer support services to employees that are experiencing bankruptcy or who have entered into a debt arrangement.
- **All staff** - know and comply with the *Bankruptcy/Debt Arrangements Policy Statement* and *Guidelines for the NSWPF Employees Declaring Bankruptcy or Debt Arrangements* promptly report bankruptcy/debt arrangements to their commander/manager and co-operate in the management of any risk management strategies developed and implemented.

**Commander, Professional Standards Command
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