

24 March 2016

C76650

Emilie Rakete  
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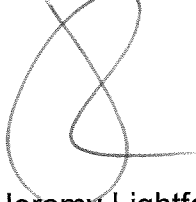
Dear Emilie

Thank you for your email dated 2 March 2016, requesting a copy of the IR.07 staff related incident form. Your request has been considered under the Official Information Act 1982 (OIA).

Please find a copy of the requested form attached.

I trust the information provided is of assistance. Should you have any concerns with this response, I would encourage you to raise these with the Department. Alternatively you are advised of your right to also raise any concerns with the Office of the Ombudsman. Contact details are: Office of the Ombudsman, PO Box 10152, Wellington 6143.

Yours sincerely



Jeremy Lightfoot  
National Commissioner

**IR.07.Form.01 Notification of staff related incident**

(To be used for incidents relating to Staff)

<b>INCIDENT LOCATION</b> (if prison also show unit):	<b>DATE/TIME OF INCIDENT:</b>
<b>INCIDENT CATEGORY :</b> (list if more than one)	

**PRISONER DETAILS**

<b>SURNAME NAME:</b>		<b>SENTENCE:</b>	
<b>FIRST NAMES:</b>		<b>ETHNICITY:</b>	
<b>D.O.B:</b>	<b>PRN:</b>	<b>GANG:</b>	<b>GENDER:</b>
<b>OFFENCES:</b>			
<b>SCD:</b>	<b>PED:</b>	<b>FRD/SRD :</b>	<b>SECURITY RATING (circle):</b> Maximum / High / Low Medium / Low / Minimum / Remand / Unclassified

**BRIEF SUMMARY OF INCIDENT** (attach available reports)

[Empty box for brief summary of incident]

**ADDITIONAL INFORMATION** (please tick)

Police involvement  VNR checked/actioned

Other (state):

<b>NAME PERSON REPORTING INCIDENT:</b>	<b>POSITION:</b>
<b>SIGNATURE:</b>	<b>DATE/TIME:</b>

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982