ATTACHMENT C

Incident Register [DLM=For-Official-Use-Only]

Marriage Collection Taskforce WDB



12/09/2017 09:46 AM

For-Official-Use-Only

Basics

Protective Mark	For-Official-Use-Only		
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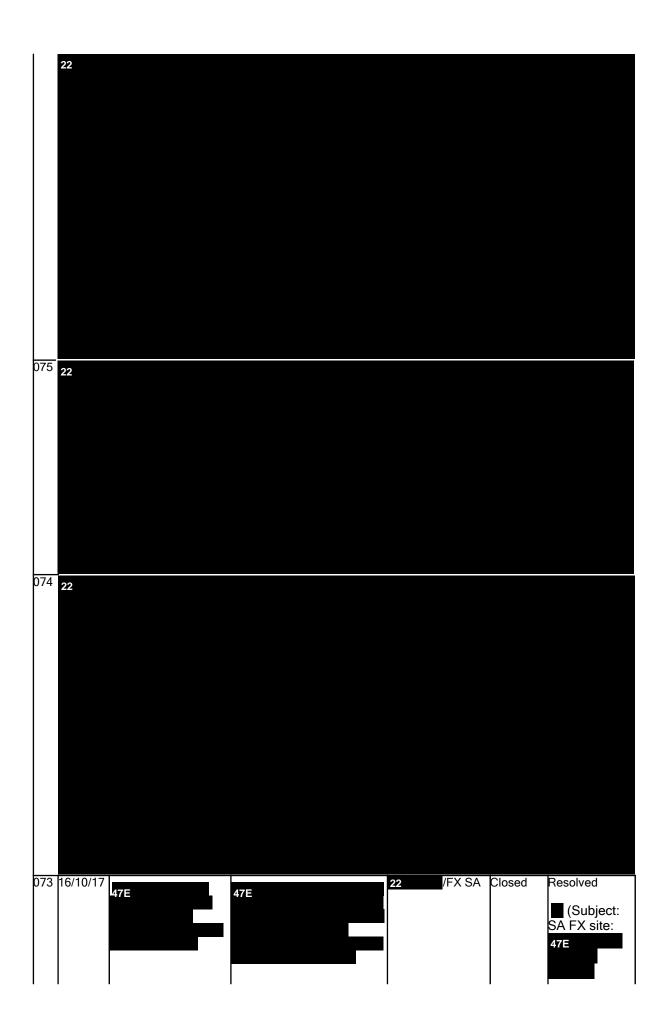
There are also some additional Incidents related to the AMLPS reported to the SIRS (Security Incident Reporting System)- some have been included below

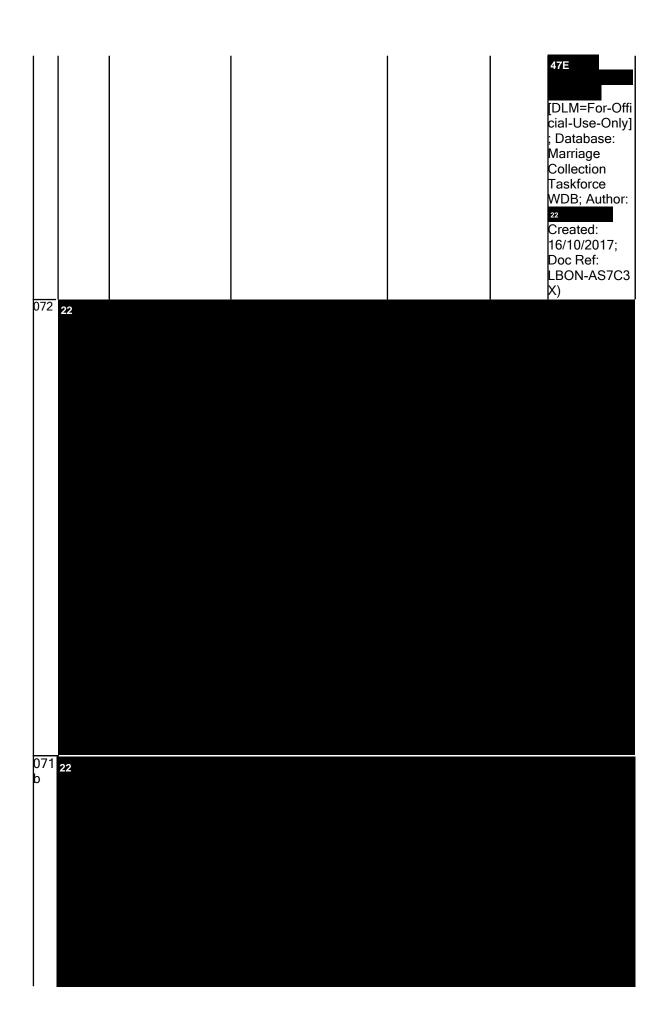
Letters (a,b,c, etc) have been added to an incident number when there has accidentally been two separate incidents logged with the same number . It DOES NOT indicate the incidents are related .

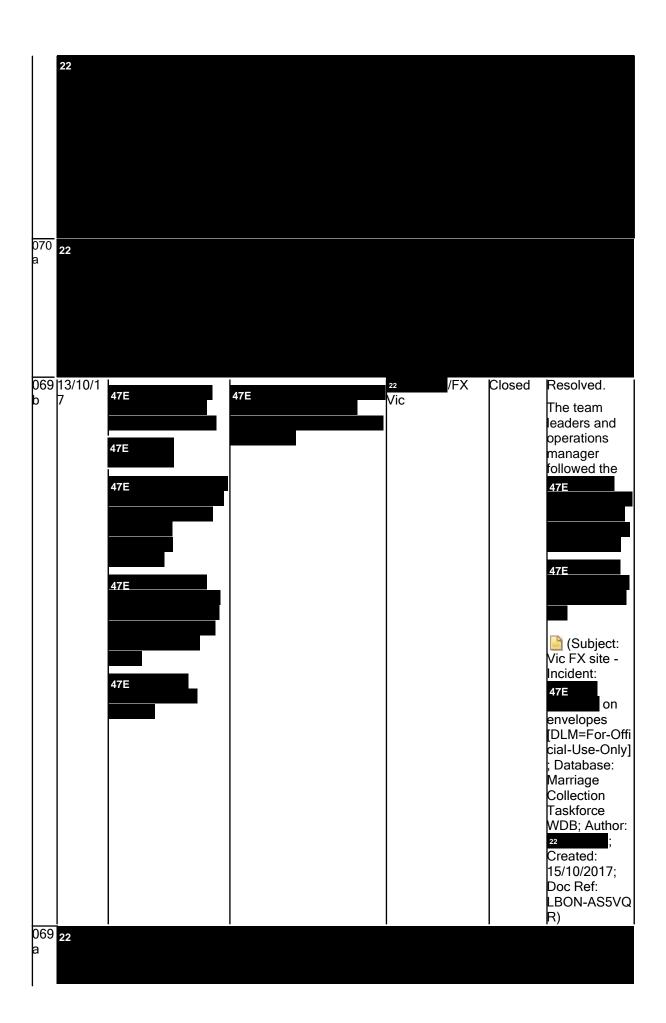
Incident Regist er					
Date and Time		Impact	Incident owner	Status	Links/ Actions
17	Four incidents during mail opening at different FX sites: VIC - 47E 47E in envelope with survey form WA - 1 envelope had a small amount of glitter with the survey form, and more seriously 1 envelope 47E 47E		22 / FX	Open	Doc Ref: DCOO-ARJ468 Full report from FX pending

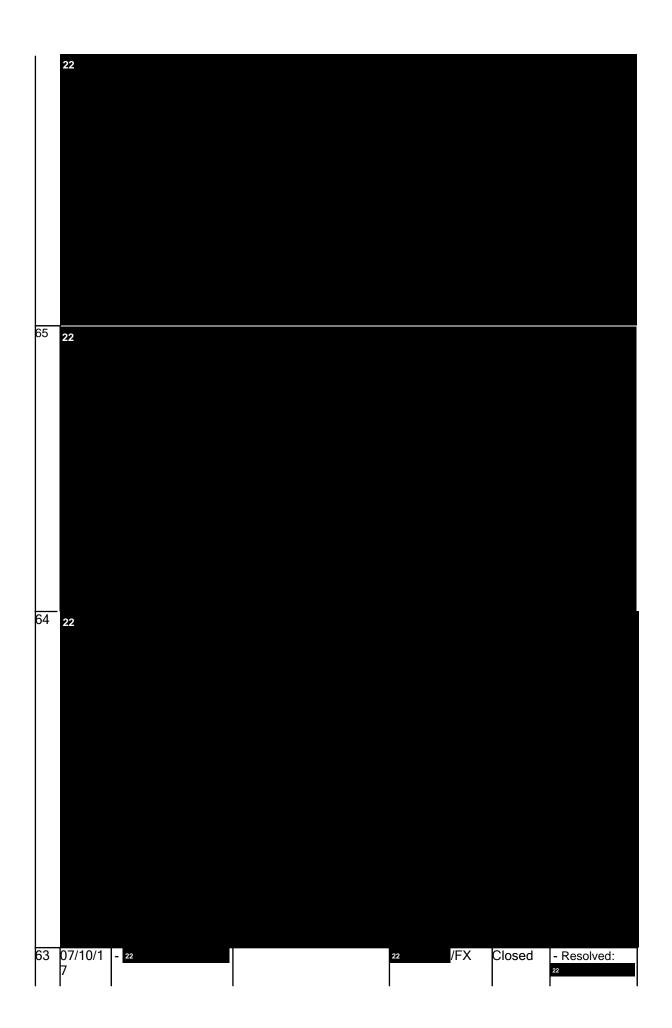
		NSW - 1 envelope with a large amount of glitter		
		from Aust Post contacted to say there was a returned envelope at Noarlunga SA Post Office	22	Email received from 22 [17] Email sent to 22 to notify it will be sent to him
	22			
077	22			
079				
<u> </u>				
1	l			
\vdash				

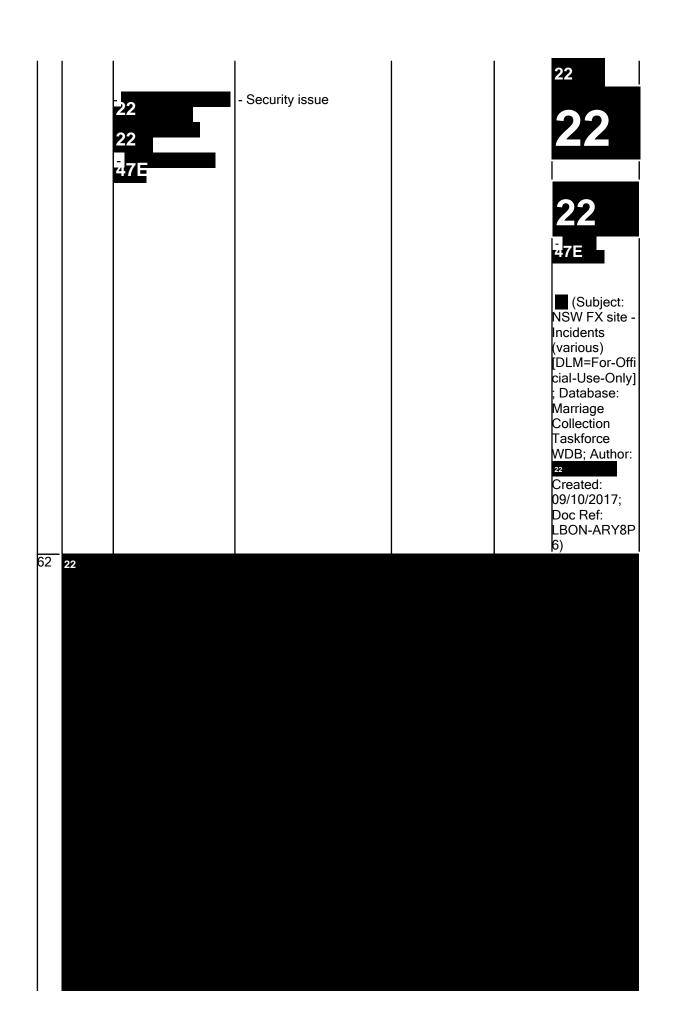
CLOSED INCIDENTS

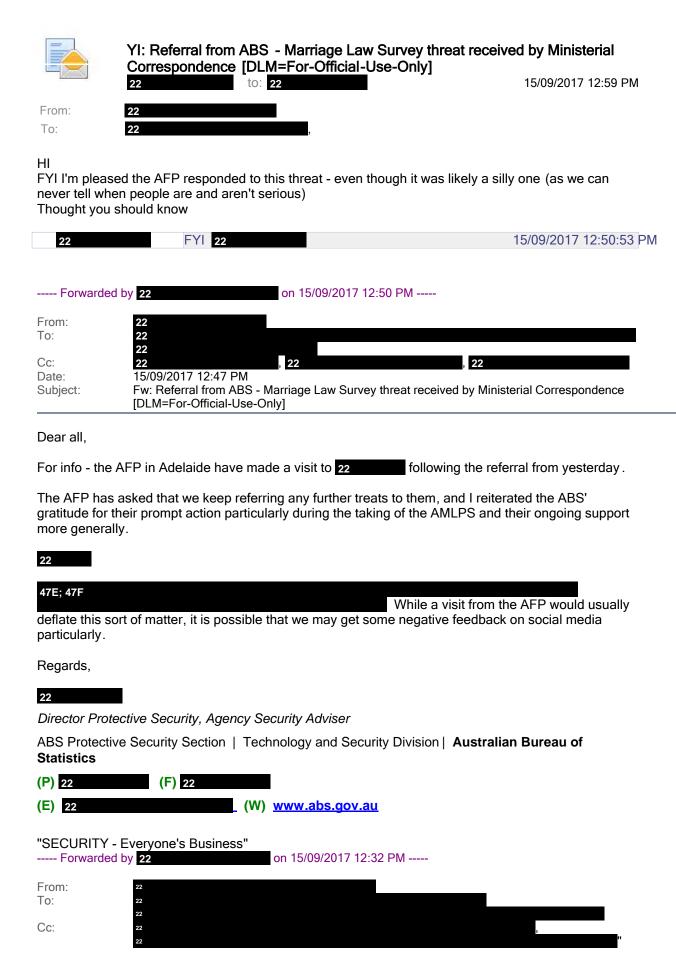












Date: 15/09/2017 12:08 PM

RE: Referral from ABS - Marriage Law Survey threat received by Ministerial Correspondence Subject:

[DLM=For-Official-Use-Only]

For-Official-Use-Only

Good morning 22

Results of matter ABS referred to AOCC on 14 September 2017 re 22

47E(d); 47F

About 10:25 am Friday 15 September 2017 Protection Liaison Adelaide members attended and spoke to 22

47E(d); 47F

22

Kind Regards

22 PROTECTION LIAISON ADELAIDE OFFICE

Tel + 22

www.afp.gov.au AUSTRALIAN FEDERAL POLICE

POLICING FOR A SAFER AUSTRALIA

For-Official-Use-Only

From: 22 On Behalf Of AOCC-Operations

Ext **22**

Sent: Thursday, 14 September 2017 4:13 PM

To: PL-Adelaide

Cc: AOCC-Watchfloor-Supervisor; Protection-Assessment-Team; 22

Subject: FW: Referral from ABS - Marriage Law Survey threat received by Ministerial Correspondence

[DLM=For-Official-Use-Only]

For-Official-Use-Only



It appears as though 22 is letting off some steam, but may require a visit from the State Police or our locals.

Kind regards,



For-Official-Use-Only

From: 22

Sent: Thursday, 14 September 2017 4:20 PM

To: AOCC-Operations

Cc: 22

Subject: Referral from ABS - Marriage Law Survey threat received by Ministerial Correspondence

[DLM=For-Official-Use-Only]

Att: 22

Dear 22

Many thanks for your time earlier. As we discussed, the following was received last night via the ABS' Ministerial Correspondence system.

While a direct or specific threat to the PM or the ABS has not been made, grateful for your advice if any follow-up police action is considered necessary.

Regards,

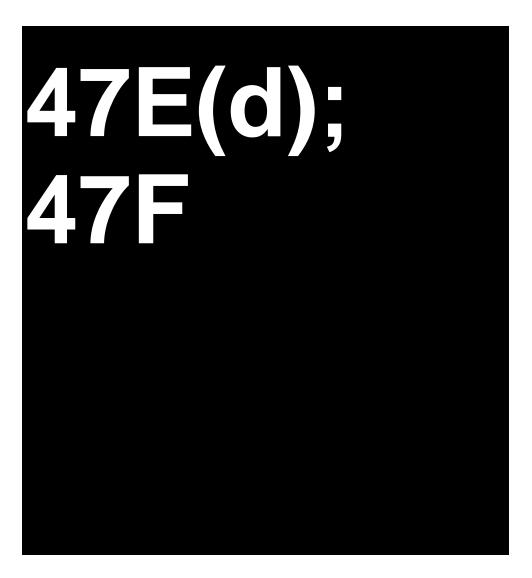
22

Director Protective Security, Agency Security Adviser

ABS Protective Security Section | Technology and Security Division | **Australian Bureau of Statistics**

(P) 22 (F) 22

(E) 22 (W) <u>www.abs.gov.au</u>



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AFP Web site: http://www.afp.gov.au ****************

Basics

Send To 22 , cc 22 , Marriage Collection Taskforce WDB @ABS bcc Subject Re: Incidents [DLM=For-Official-Use-Only] Protective Mark For-Official-Use-Only Categories 21. Operations

Dear 22

No problem- will do!

Kind Regards,

22

Marriage Collection Taskforce | Australian Bureau of Statistics



Hi 22 and 22

Could you please log incidents from last Friday?

I was notified on Friday from 22 (FX) that there were 4 incidents during mail opening at different FX sites.

VIC - 47E in envelope with survey form
 WA - 1 envelope had a small amount of glitter with the survey form, 47E
 47E

NSW - 1 envelope with a large amount of glitter

We will receive a report on these incidents from FX soon.

Thanks

22

Director (a/g)

Marriage Collection Taskforce | Australian Bureau of Statistics

(P) 22

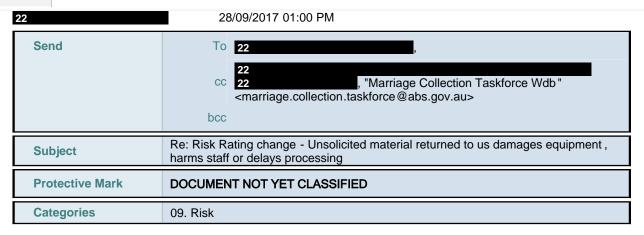
(P) 22
 (M) 22
 (E) 22
 (W) www.abs.gov.au

22

Re: Risk Rating change - Unsolicited material returned to us damages equipment , harms staff or delays processing

Marriage Collection Taskforce WDB 28/09/2017 01:00 PM

Basics



Thanks 22 . Sounds quite reasonable to me.

On 28 Sep 2017, at 12:12 pm, 22 <22 > wrote:

Hi 22 ,

Just letting you know the residual risk rating for risk #6 - Unsolicited material returned to us damages equipment, harms staff or delays processing has now been reduced to Medium.

The change in the risk rating was as a result of a change in consequence (something that seldomly changes) and not likelihood.

The reason likelihood remains unchanged is due to the fact that we have already received a varied amount of unsolicited material 47E) in the mail and it is likely that we will receive more.



Please let me know if you have any questions of concerns about this.

Document 5

Incident Report	Saturday Date: 07 / 10 / 2017	Repo	orted By: NSW QA
Description of Incident	Process/stage affected (include time and date)	Impact of incident (include length of time)	Escalated or resolved?
22			
22			

Incident Report Saturday Date: 07 / 10 / 2017 Reported By: NSW QA Sat 07.10.2017 - 12.00 approx Fri 06/10 pm - FX staff had a form 47E 47E 47E . Sat: Staff in extraction found 3 x 47E 47E Manager mentioned this to ABS staff and we asked where they were - 47E 47E

Incident Report	Saturday Date: 07 / 10 / 2017	Reported By: NSW QA
Incident Report	Saturday Date: 07 / 10 / 2017	Reported By: NSW QA
	Process for Incident identification (including	escalations)
1. Identify incident 22		
22		
·	<u> </u>	to give clear description of the incident, how it has occurred
3. Assess the impact of the incident	, what has been done to identify and rec	tify the incident.
·	affects integrity of the forms, impacts on the surve	ey integrity and/or results), escalate immediately to 22
22	anosto integrity of the forme, impacte on the our vi	integrity analysis recalled, eccalate immediately to 22
- medium (affects ongoing processing	if left unattended – action required to resolve), re	port to 22
**	no impact on survey integrity and/or results), rep	port to 22
Use the template above to log and report	ort incidents.	

Description of Incident	Process/stage affected (include time and date)	Impact of incident (include length of time)	Escalated or resolved?
2 envelopes were identified with an 47E As per FX procedure: 47E 47E	Extraction	47E	Resolved. The team leaders and operations manager 47E

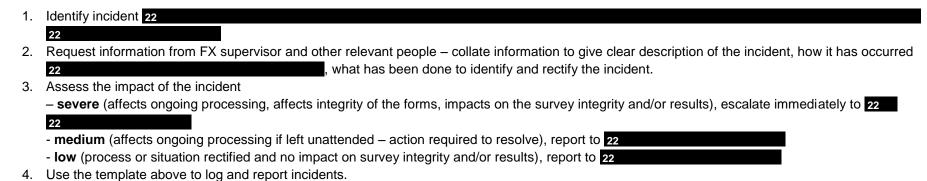
ABS O	bserver – Incidents (Escalations and repo	rting)		
Incide	nt Report	Date: 13/ 10 / 17	Reported By: 22	
Incide	•	Date: 13/ 10 / 17 Process for Incident identification (including		
Incide 1.	Identify incident 22			
	Identify incident 22	Process for Incident identification (including	rescalations) to give clear description of the incid	ent, how it has occurred
1.	Identify incident 22 22 Request information from FX supervisor 22 Assess the impact of the incident - severe (affects ongoing processing, af 22 - medium (affects ongoing processing if	Process for Incident identification (including	to give clear description of the inciditify the incident. ey integrity and/or results), escalate port to	

Document 7

Incident Report	Date: 13/10 / 17	Reported By: 22 (SA)	

Description of Incident	Process/stage affected (include time and date)	Impact of incident (include length of time)	Escalated or resolved?
A7E	Mail sorting, 13/10, approx. 9am.	A7E	Contents have been securely retained by FX Manager.

Process for Incident identification (including escalations)



Basics

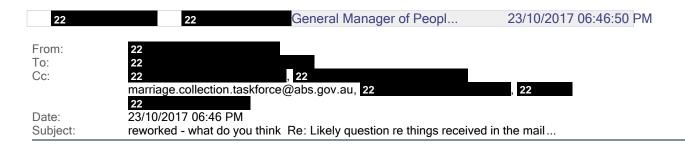
22	24/10/2017 07:15 AM
Send	To 22 22 cc marriage.collection.taskforce@abs.gov.au, 22 22 bcc
Subject	Re: reworked - what do you think Re: Likely question re things received in the mail
Protective Mark	UNCLASSIFIED
Categories	03. Communication and Media\AMLPS in the Media

Could add something like...

Special procedures have been put in place to minimise any risk to employees of the ABS and our contractors. The procedures have helped ensure extraneous materials included in envelopes have not caused any harm to any of our staff.

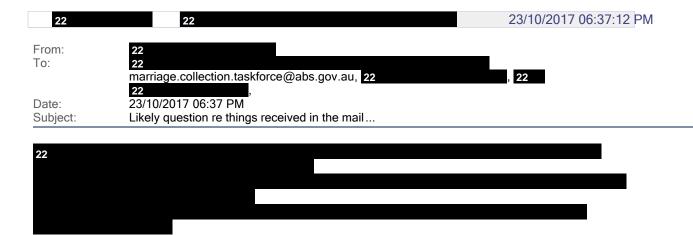
[if we want to use this - I'll run it be FX first]

22





The only limit to the height of your achievements is the reach of your dreams and your willingness to work for them -- 22



ABS appreciates and thanks the majority of Australians who have followed the survey instructions and only enclosed the survey form in the envelope. We will not comment specifically on the extraneous materials sent because to do so would bring the very attention that disruptive elements may seek from their actions. Some objects and substances can pose a health and safety risk to scanning operators and may also be a criminal offence.

, can you consider whether any instances should be referred to the police? 47C

47C

Perhaps that should be done with police involvement?

SURVEY OVERVIEW

Marriage Law Survey Overview

Issue

The Australian Bureau of Statistics (ABS) is currently processing survey forms in preparation for publishing survey results and the quality report on 15 November 2017.

Headline Statement

The postal survey delivers on the Government's commitment to let Australians have a say on whether or not the law should be changed to allow same—sex couples to marry.

Key Points

- Processing of survey forms is well underway and as advised by the ABS, around 6774.5 per cent of eligible Australians had returned their survey form by 1320 October 2017.
- Eligible Australians should lodge their forms or complete their forms online or by phone (if post is not possible) as soon as possible and preferably by 27 October to ensure their view is counted.
- The last date by which ABS must have received the form is 7 November 2017. Any Australian leaving it to the last minute to post their form may be putting their response at risk don't delay, return it today.
- The ABS has in place robust risk management and quality assurance measures to ensure the integrity of the survey response data.

Policy Commitments

• The Government committed to deliver on its pre-election promise to give the Australian people a say on whether or not the law should be changed to allow same—sex couples to marry.

Contact: 22
Contact No: 22
Division: ABS

Date Updated: 20 October 2017

Date Last Printed: 9/11/2017 2:30 PM24/02/2014

11:48 AM

Cleared by: 22
Contact No: 22
Cleared by Adviser:
PDR Number: QB17-000342

UNCLASSIFIED

SURVEY OVERVIEW

Background

As at <u>4320</u> October 2017, the ABS estimates that it has received <u>40.811.9</u> million survey responses. This represents <u>6774</u>.5 per cent of all eligible Australians entitled to participate in the survey.

The latest ABS communication campaign is focused on reminding eligible Australians to participate in the survey and to lodge their survey forms on time.

The ABS put in place procedures to support eligible Australians to participate in the survey – including the ability to request new forms to be posted before 20 October 2017, respond online or by phone, or pickup forms from regional, capital city and remote locations between 25 September 2017 and 20 October 2017.

By returning surveys by 27 October Australian are ensuring there is sufficient time for their mail to travel to ABS and be processed.

The ABS has in place a comprehensive risk management plan, privacy policy, fraud management strategies and quality assurance processes to ensure the highest standards of integrity in the processing of survey forms and interpretation of survey response.

There has been media reporting of a razor blade found in a returned survey envelope. ABS thanks the vast majority of Australians who have followed the survey instructions and only enclosed the survey form in the envelope. ABS is not commenting specifically on the extraneous materials sent. Some objects and substances can pose a health and safety risk to scanning operators and may also be a criminal offence. Special procedures have been put in place to minimise any risk to employees of the ABS and our contractors. The procedures have helped ensure the rare cases of extraneous materials included in envelopes have not caused any harm to any of our staff.

Contact: 22
Contact No: 22
Division: ABS

Date Updated: 20 October 2017

Date Last Printed: 9/11/2017 2:30 PM24/02/2014

11:48 AM

Cleared by: 22
Contact No: 22
Cleared by Adviser:
PDR Number: QB17-000342

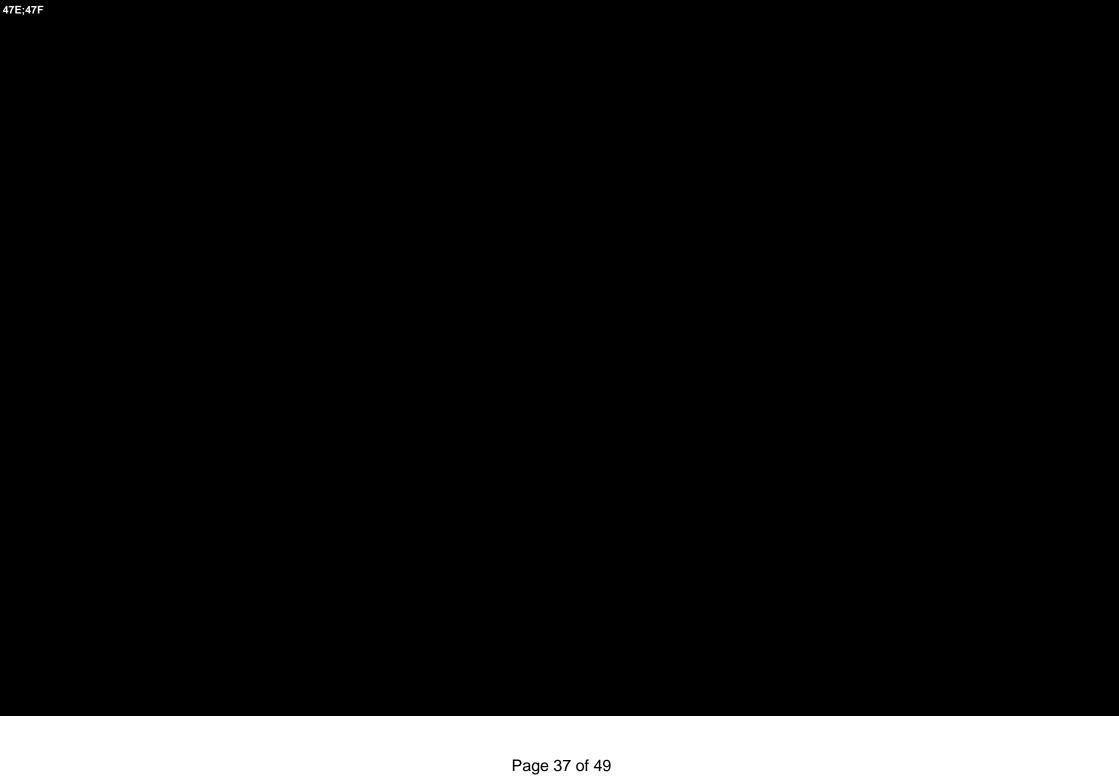
2

22

22	
	Page 30 of 49

Document 11





4/E; 4/F		

Document ID: RSMH-ARD9GV

Reporter Details

Reported By: Staff/ABS

Created By: 22 /Staff/ABS

Office: 22

Section: ESG GSGU

Branch: Risk, Planning and Policy

Division: Finance, Risk and Planning Division

Phone:

Location:

Incident Occurred

Incident Start date: 22 Start Time: 22 Incident End Date End Time:

(if over a period):

State/Office Where Incident Occurred
Where did the Incident Occur?

Office
Outside Office

Describe the Location: Level 1 foyer

Other, was selected as part of Incident:

Please explain Security Description : Please see next tab.

Description

Tell us what happened:

Please provide short explanation of the incident including any information that could assist in its resolution such as the names of witnesses or contributing circumstances.

a A highly intoxicated man entered the tenancy and informed the on duty Security guard that he had lost his form and wanted to obtain a new form

	ot satisfied with this re	esponse. However	orm until 26 September and that he could return next week. A slight r, the Security guard managed the situation well and encouraged him is OK.			
Details: Has property been Stolen/Lost/Damaged/Destroyed?	O Yes ● No	O Yes ● No				
Details of people responsible for the incident If known, please enter the names and address		nsible for the incid	ent.			
Name :	Address:					
Was any body injured?:	O Yes	No	O Not Applicable			
Signature						
Police Involvement						
Police involvement information is not required Were police called ?:						
Administration						
Investigator/s:						
Investigation Started :						
Investigation Ended: 22						

General					
Security Description: Security Incident: Incident Rating:	Other other				
Summary of the Security Action taken : Please provide summary of the action taken including any doclinks to relevant documents. This is part is to be filled when the investigation is completed.					
Total Hours:					
Fraud					
Fraud Method: Type of Loss (if any): Specify Other Method:					
Person Responsible :	Relation with ABS:				
Security Level: Person Responsible:	Relation with ABS:				
Security Level: Person Responsible: Security Level:	Relation with ABS:				
Document Access					
Authors: [Security Staff	f], [Security Admin]				

Related Documents

View: vwDocByID			
Reminder Information			
Reminder Sent Date : Reminder No .:	0	Next Reminder: Last Edited Date:	22
Edit History			
Report Closed by Response Document Cr Report Registered by Incident Submitted by Incident Created by 22	on 22 reated/Updated by NotesACT07 on 22 on 22 on 22 on 22 on 22		

22

Incident: AMLPS - Other

Date Reported: 22

Status:

Submitted