**Instructions: Queensland Government Agency**

**Statutory Declaration**

As you have worked within a Queensland Government agency, you are required to complete a statutory declaration (or equivalent) from your current state/country of residence. Please follow the below steps to accurately complete your declaration.

**STEP 1** – Select the correct statutory declaration template:

1. Access the [QPS Recruiting Supporting Documents](https://www.policerecruit.qld.gov.au/supporting-documents) page.
2. Scroll to the bottom of the **SD2** section of the website to the “Links for template Statutory Declarations”.
3. Download the statutory declaration template (or equivalent) of **the state or country you currently reside in** *(if your state/country is not listed, you will need to locate a Statutory Declaration template from your state/federal government’s website)*.

**STEP 2** – Add the required content to your statutory declaration:

1. Copy and paste the information *(or write it legibly by hand, word-for-word)* contained below the line into the body of your statutory declaration template.
2. **Remove the section in red that does not apply to your circumstances/history**.

**STEP 3** – Complete your declaration:

1. Take the document to a qualified witness *(note: this may vary in your state/country, however Justice of the Peace (JPs) or Commissioners for Declarations (Cdecs) can consistently witness your declaration)*.
2. Complete the remaining fields, provide any additional information, and sign in front of your qualified witness.
3. Ensure your qualified witness completes their required fields.

**COPY THE BELOW CONTENT AND PASTE INTO YOUR TEMPLATE STATUTORY DECLARATION**

**Part A:**

I **have/have not** been involved in any current or past disciplinary action whilst employed with any Queensland Government Agency OR any State or Federal Law Enforcement Agency. *(Please disclose any additional relevant information in Part B of your declaration)*

I recognise the Screening and Vetting Unit will obtain my disciplinary history from any Queensland Government Agency OR any State or Federal Law Enforcement Agency I have been employed with. And if I have provided false or misleading information, I may be subject to a Show Cause process which may jeopardise my application for to join the Queensland Police Service.

I recognise that any investigations, regardless of if they are known to me, will form part of my Integrity assessment for the Queensland Police Service. I acknowledge that failing to disclose any ‘relevant information’ or providing false or misleading information (intentionally or unintentionally) may result in a determination that I am unsuitable for employment by the Queensland Police Service.

I have outlined any relevant information on Part B of my Statutory Declaration.

**Part B:**

Relevant information to disclose (if applicable):

*Please provide further details regarding any of the above (if applicable). If insufficient space provided, please attach additional pages and ensure they have been signed by the appropriate authority.*