



Recognition of Prior Service: - Application -

Recognition of Prior Service - Policy (HR-15.5)

It is the policy of the Western Australia Police to recognise and fully utilise the skills and abilities of its members by recognising their prior policing service whether that service was with another police jurisdiction or previously with the WA Police.

Purpose

The purpose of this application document is to:

- indicate how the recognition of prior service is to be applied, and;
- assist members, applicants and re-engagees by providing details on the information that needs to be provided.

Recognition of Prior Service - Definitions

'APLO' - refers to an Aboriginal Police Liaison Officer appointed under the Police Act 1892 and employed by the Commissioner of Police.

'Applicant' – refers to someone applying to join the Western Australia Police as a member and who is going through an identified recruitment program.

'Member/Sworn Officer' - refers to Police Officers appointed under the Police Act 1892 and employed by the Commissioner of Police.

'Re-engagee' - refers to a Member/Sworn Officer appointed under the Police Act 1892 and employed by the Commissioner Of Police who had previous service as a Member/Sworn Officer with the Western Australia Police.

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Recognition Of Prior Service – Potential Outcomes

Your application will be evaluated on its merits, the two principal components in review will be:

1. The applicant's circumstances, and;
2. The organisation from where the service is being claimed.

Other linked matters may require broader examination and they will be dealt with on a case by case basis.

Following examination of your application, a single outcome or a combination of outcomes are possible, they include:

- No recognition of the service claimed
- Partial recognition of the service claimed
- Full recognition of the service claimed
- Recommendation as to the length and/or makeup of any academy training
- Recommendation as to "rank at entry" and/or "rank eligibility at graduation"
- Where appropriate, scale of remuneration

Note: You may submit this application unsupplied with all of the supporting documentation where the potential for substantial delays in obtaining them exists. Full documentation will be required prior to this application being processed to the point of recommendation.

Contact Points

Assessment and Curriculum Management Unit (Recognition of Prior Service)

Ph (local): (08) 9301 9740
Ph (international): 0061 8 9301 9740
Email: Assessment&Curriculum@police.wa.gov.au

Recruiting Branch

Ph (local): (08) 9301 9607
Ph (international): 0061 8 9301 9607
Email: police.recruiting@police.wa.gov.au

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Section 1 - Personal Details

You are? <i>Tick (✓) as appropriate</i>	An APLO		A WAPol Member/Sworn Officer	
	An Applicant		An Applicant (WAPol Re-engaged)	
Family Name:				
Given Name/s:				
Current Address:				
Telephone number/s				
Email Address				

Summary

Are you presently serving as a sworn officer within a police jurisdiction? <i>(Circle either Yes or No)</i>	Yes / No
What was/is your last/current rank?	
What was the date of appointment to your last/current rank?	/ /
<i>How many <u>separate</u> "Section 2" forms have you submitted with this Recognition for Prior Service application?</i>	
<i>How many <u>separate</u> "Section 3" forms have you submitted with this Recognition for Prior Service application?</i>	
Do you have any further information you wish to include in this application? <i>(please attach any additional sheets at the end of this application, please number each page of this application)</i>	Yes / No

Page number	Topic

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Section 2 – Service Details <i>Total service calculations are based upon <u>continuous</u> service only</i>		<i>Complete a separate document for each organisation/service you are claiming against.</i> <i>How many “section 2” forms have you submitted with this RPS application?</i> <i>This is ____ of ____ forms</i>	
Name of Agency/Organisation			
Country			
Last rank attained			
Date last rank attained		/ /	
Start and finish dates of service		/ / / /	
Total length of service		Years	Months
Date range of unpaid leave		/ / / /	
Date range of unpaid leave		/ / / /	
Date range of unpaid leave		/ / / /	
Date range of unpaid leave		/ / / /	
Date range of unpaid leave		/ / / /	
Total period of unpaid leave		Years	Months
Date range of career breaks		/ / / /	
Date range of career breaks		/ / / /	
Date range of career breaks		/ / / /	
Date range of career breaks		/ / / /	
Total period of career breaks		Years	Months
<i>Subtract the total unpaid leave and career breaks from the total length of service</i>			
Total unpaid leave & career breaks		Years	Months
Total length of service		Years	Months
Total length of service claimed		Years	Months

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Section 3 – Support Details (Relative to: Section 2 Service Detail Form #) _____

Attach all documents proving the service claimed with other jurisdictions and/or previous service with the Western Australia Police. Details of any unpaid leave taken should also be included.

Proof of service (including periods of unpaid leave taken) with other police jurisdictions is to be on the relevant police jurisdiction letterhead and is to be signed by an appropriate officer detailing their position and rank at the police jurisdiction to which service is being claimed.

Provide contact details of referees at the police jurisdiction/s where service is being claimed, one of which should be your last immediate supervisor/manager

Referee Verification (1) (Four referees required)

Name & Rank	
Position Held	
Telephone number/s	
Email Address	

Declaration:

I understand my responsibilities as a referee and I fully support this application

Signature:

Date:

Referee Verification (2)

Name & Rank	
Position Held	
Telephone number/s	
Email Address	

Declaration:

I understand my responsibilities as a referee and I fully support this application

Signature:

Date:

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Section 3 – Support Details (Relative to: Section 2 Service Detail Form #) _____

Referee Verification (3)

Name & Rank	
Position Held	
Telephone number/s	
Email Address	

Declaration:

I understand my responsibilities as a referee and I fully support this application

Signature:

Date:

Referee Verification (4)

Name & Rank	
Position Held	
Telephone number/s	
Email Address	

Declaration:

I understand my responsibilities as a referee and I fully support this application

Signature:

Date:

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Section 4 - Police Task Check List (please tick the appropriate box)		
Have you (in the role of a police officer)	No	Yes
Executed an arrest		
Attend court and given evidence		
Prepared documentation for presentation in court		
Processed persons (as the custodian) entering or being held in custody		
Dealt with cultural issues		
Video recorded offender interviews (evidence)		
Taken / prepared witness interviews and taken statements (evidence)		
Attended domestic violence complaints		
Conducted (as the principal investigator) criminal investigations		
Performed a victim support role		
Attended traffic crashes		
Performed traffic stops on vehicles of interest		
Performed roadside breath/drug testing		
Used or carried handcuffs in the course of your duties		
Used or carried pepper spray in the course of your duties		
Used or carried a straight baton in the course of your duties		
Used or carried an extendable baton in the course of your duties		
Used or carried a semi-automatic pistol in the course of your duties		
Used or carried a revolver in the course of your duties		
Used or carried a longarm in the course of your duties		
Used or carried an electronic control device (stun gun) in the course of your duties		
Performed mobile patrols		
Performed general police duties		
Dealt with an application for or issued drivers Licences		
Dealt with an application for, inquired into or issued firearms licenses		
Received, recorded and returned or disposed of property		
Attended a sudden death		
Conducted a sudden death notification		
Performed preservation tasking in respect of a crime scene		
Performed a supervisory role (formally appointed)		
What is/was the highest number of persons reporting to that position?		
What is the longest period you conducted duties as a supervisor		

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Section 5 - Applicants Personal Verification

- The provision of false or misleading information will result in any application for the recognition of prior service being rejected.
- It is the responsibility of the applicant to provide all information requested.
- Failure to provide documentation may result in the application being delayed or rejected.

DECLARATION

I (print name) _____ declare that the information and evidence provided in this application is true and correct. All of the documentation I have provided is authentic and is given with the informed consent of any past or present supervisors. I have complied with copyright laws in the production of this evidence. All my signatories are true to their title and all dates and evidence submissions are accurate.

Signed: _____ Date: _____

Section 6 - Panel Comments and Decision

Approved / Not Approved (*Circle one*)

Comment/Recommendation

Rank Recommendation	Training	
	Post Graduation Eligibility	
	Pay Increment Recommendation	

Signature	Date
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Name/Rank of Panel Member

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