



Western Australia Police Force

Application for Police Information Certificate

Police Information Certificate FAQs

Interagency Access
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Q1. What is the purpose of a Police Information Certificate (PIC)?

The purpose of a Police information Certificate is to assist the courts in determining issuance of a Final Restraining Order.

Q2. What information is in a PIC?

The content provided is dependent on the type of Restraining Order determined by the court. Certificates provide information on the respondent to the proceedings.

Section 10 Restraining Order Act 1997 10F:

For **Family Violence Restraining Orders**:

- Details of the respondent's criminal history (Certified History for Court Document).
- Police Orders made against the respondent.
- Details of Incident Reports (IR) relating to family violence, personal violence and exposure to children to such acts involving the respondent.

Section 12(5) Restraining Order Act 1997:

For **Violence Restraining Orders**:

- Details of the respondent's criminal history (Certified History for Court Document).
- An overview of Incident Reports relating to violence involving the respondent.

Q3. Who can apply for a PIC?

Parties who are involved directly or indirectly in the court proceedings. This includes the courts, solicitors and barristers, applicants, respondents and police officers.

Q4. When applying for a PIC what details do I need to supply to the WA Police Force?

We require the following to be provided (as per application forms):

- Name of the court hearing the application.
- Court Reference Number (e.g. MC/CIV/RO/PER/9999999/2020).
- Date of Hearing.
- Applicant's full name and date of birth.
- Respondent's full name and date of birth (or estimated date of birth).

Q5. Does a PIC contain incident Report details of all offences involving the respondent?

Only Incident reports relating to violence, which includes a propensity towards violence and associated offences. For example, threats, possess weapons, firearms, fighting/disorder are included in the PIC. A full list can be found in the *Restraining Orders Act 1997 sections 5A, 6 and 6A*.

Q6. Does a PIC contain Computer Aided Dispatch (CAD) Reports?

No, CAD report information is not included in a PIC.

Q7. If I am the respondent, can I request a PIC to be sent to court?

Yes, A respondent to a restraining order can apply for a PIC.

Q8. Does a PIC include details of incidents, orders, convictions etc. from other states in Australia?

No, only offences and incidents which have occurred in Western Australia.

Q9. Can the PIC be used in a hearing in another state or country?

No, they are only for use in Restraining Order proceedings in Western Australia.

Q10. What happens after I have submitted my request for a PIC?

After your request for PIC is received at the Office of Information Management, the document will be prepared and forwarded to the presiding court. The party that requested the PIC will be informed when document has been prepared and forwarded to the court via email.

Q11. Can I see the PIC content?

A PIC becomes a court document where the court will determine the release of any content. The court will decide on how the information is to be released.

Q12. Can I get copies of the original IR's and victim or witness statements to be produced to the court?

The requested documents can only be provided under summons or Court Order. Applications should not be made directly to the WA Police Force. Please refer to the court's website for further information.

Q13. If an incident occurs near to the final hearing date will WA Police Force supply the details to court.

Documents for incidents under investigation will not be included in a PIC until the investigation has finalised. You should contact the court or your legal representative to discuss your options.

Q14. I want to make a Misconduct Restraining Order (MRO) application to a court. Is a PIC created for this type of order?

No. PIC's are not prepared for MRO hearings.

Q15. I have questions in relation to court proceedings. How can I get further information?

Contact the presiding court for further information, support and assistance.

Q16. I am seeking advice regarding National Violence Restraining Orders (NVRO). How can I get further information?

Contact the court for assistance or seek legal advice regarding NVRO issues.

Refer below for links to external websites for more information:

WA Magistrates Court www.magistratescourt.wa.gov.au

Legal Aid WA www.legalaid.wa.gov.au

Restraining Order Act 1997 www.legislation.wa.gov.au