

## WAPOL NPC Online Transformation project

**Volunteer Invitee Candidate flow** 

May 2023

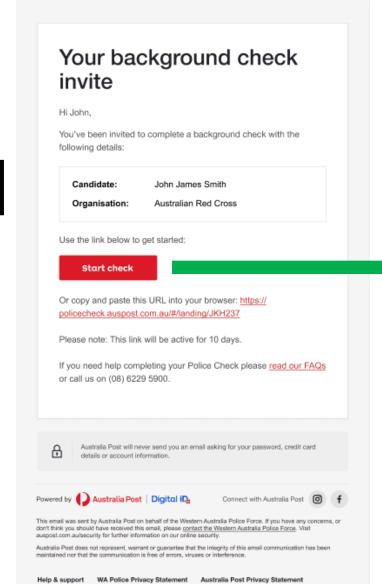


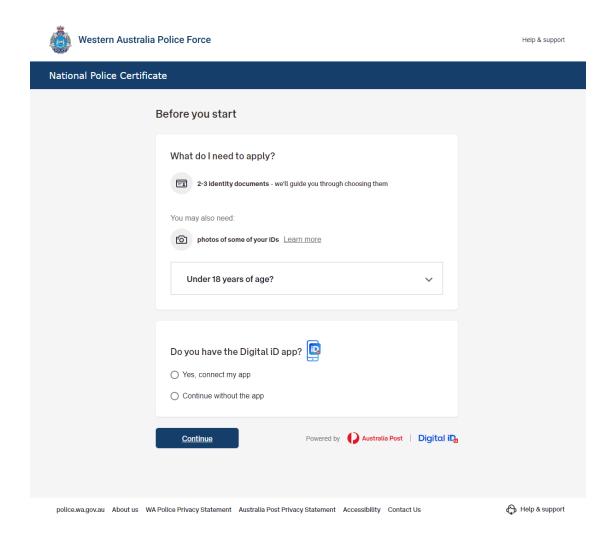
# Receiving an invite & beginning the check



#### INVITATION EMAIL TO VOLUNTEER CANDIDATE





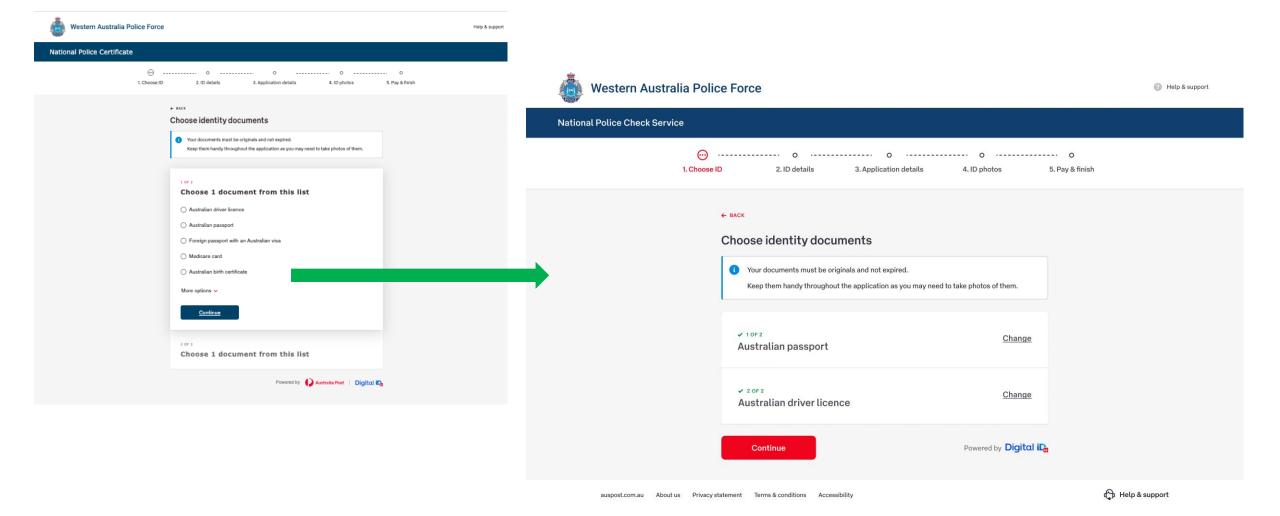




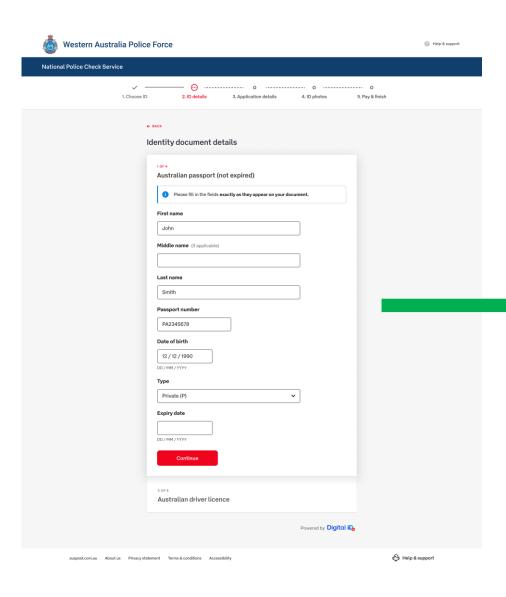
# Inputting document & personal information

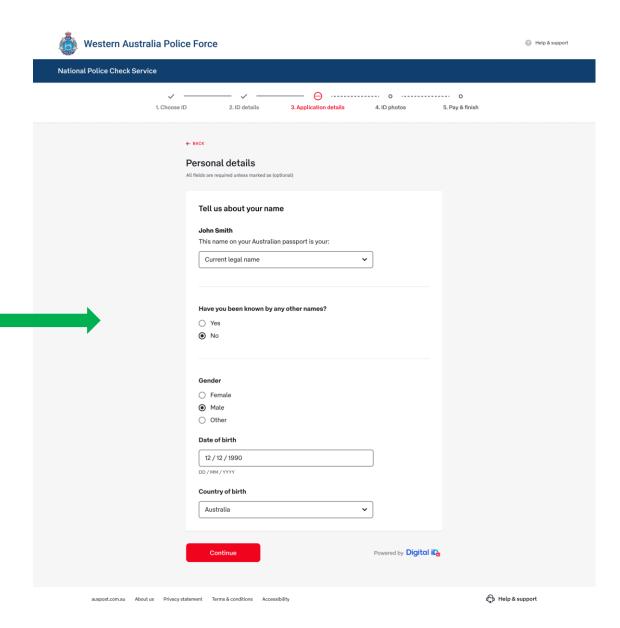


#### **CANDIDATE SELECTS DOCUMENTS**

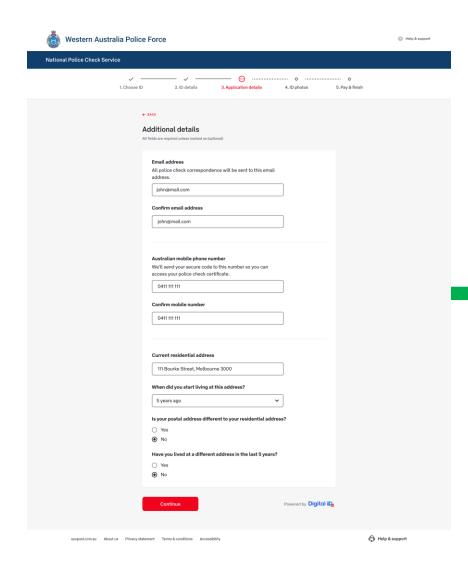


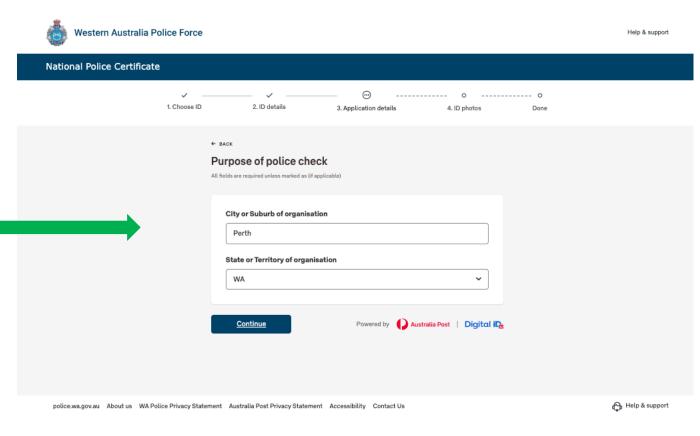
#### **CANDIDATE INPUTS DOCUMENT & PERSONAL DETAILS**



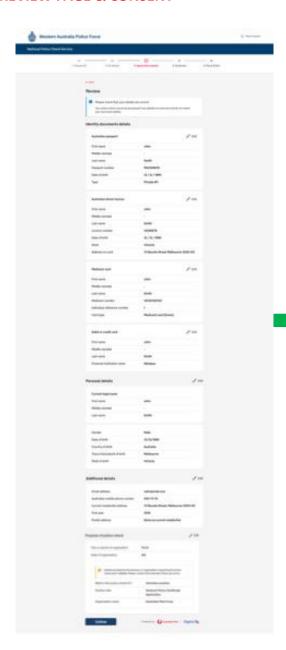


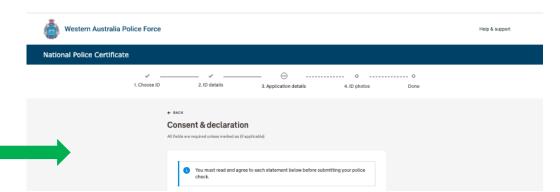
#### **CANDIDATE INPUTS ADDITIONAL DETAILS & PURPOSE DETAILS**





#### **CANDIDATE REVIEW PAGE & CONSENT**





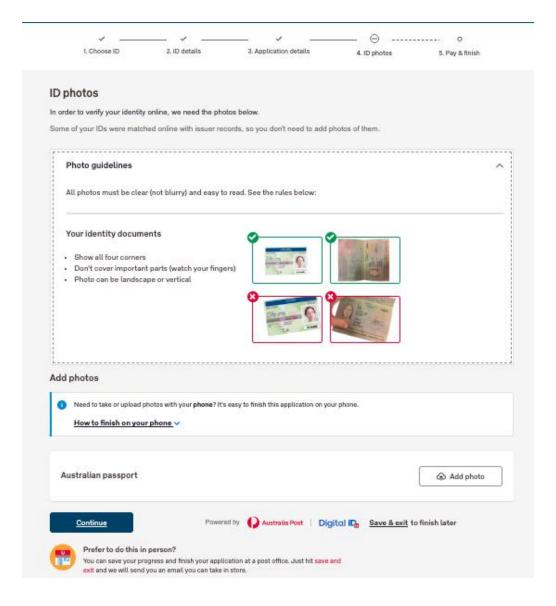
### Finishing your application – two choices

**Option A) Finish online** 

Option B) Finish in person at the Post Office

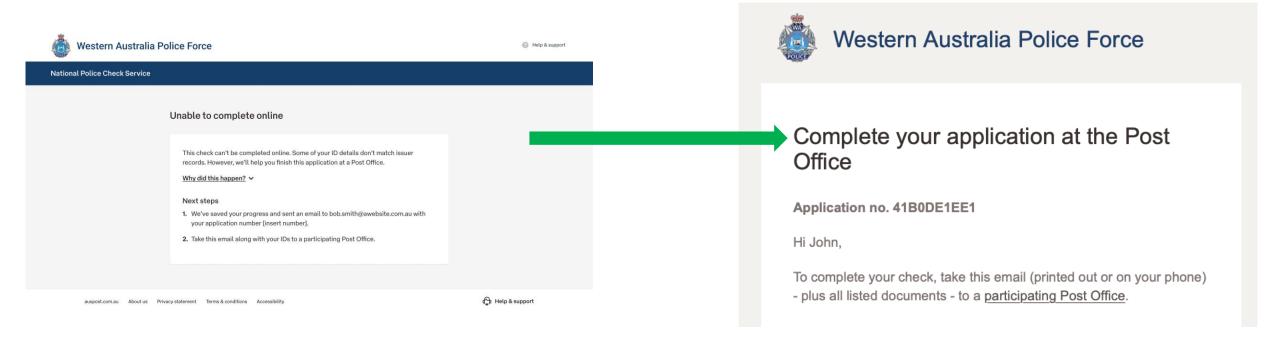


#### **OPTION A) FINISH ONLINE**

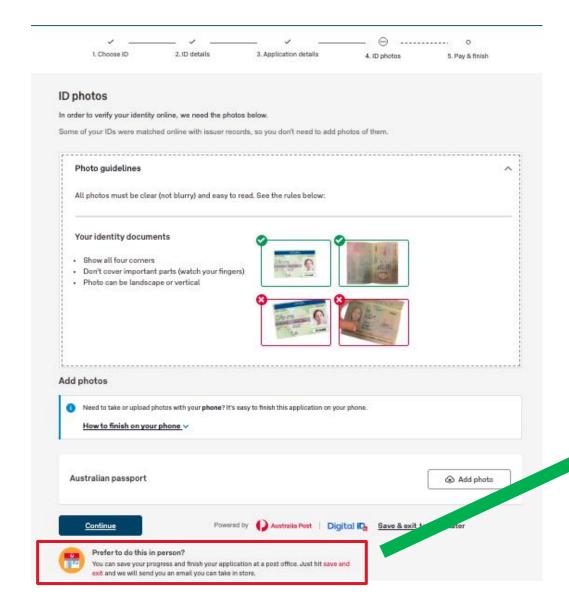


#### OPTION B) FINISH IN PERSON AT POST OFFICE (WITH NO OPTION TO FINISH ONLINE)





#### OPTION B) FINISH IN PERSON AT POST OFFICE (AFTER BEING GIVEN THE OPTION TO FINISH ONLINE)







#### Western Australia Police Force

### Complete your application at the Post Office

Application no. 41B0DE1EE1

Hi John,

To complete your check, take this email (printed out or on your phone)
- plus all listed documents - to a participating Post Office.

## Document delivery



#### **ACCESSING YOUR CERTIFICATE**





#### Your National Police Certificate is ready

Application no. 792C2C593D

Hi John.

Your National Police Certificate is now available.

The organisation requesting your police check also have access to a copy of the certificate.

#### Get certificate

We'll keep your National Police Certificate on file for 12 months.

#### Accessing your documents

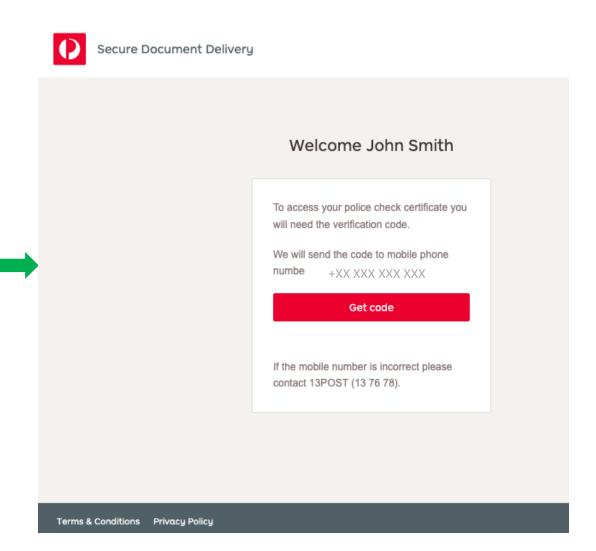
If you have any problems accessing your documents, contact the Western Australia Police Force on (08) 6229 5900.

#### Police check disputes

If your check certificate or outcome is incorrect, you can <u>submit a dispute</u>. Make sure you discuss it with the organisation requesting your check first.



Australia Post will never send you an email asking for your password, credit card details or account information.



# Thank you

