



WORKPLACE INVESTIGATION BRIEF

SUBJECT National Computational Infrastructure – Workplace Investigation Brief
AUTHOR Usman Bhatti
DATE 25 March 2024

1. The University requires legal advice in the form of a workplace investigation on [REDACTED] within the National Computational Infrastructure Centre (“NCI”).
2. The University requests an initial meeting about its needs and the information in this brief prior to commencement of the investigation.

BACKGROUND

3. The University has become aware of concerns involving WH&S at NCI. [REDACTED]

[REDACTED]
s47E - Public Interest Conditional Exemptions - Certain Operations of Agencies

WORKPLACE INVESTIGATION – SCOPE

[REDACTED]
s47E - Public Interest Conditional Exemptions - Certain Operations of Agencies

WORKPLACE INVESTIGATION – DETAILS

8. As part of the Investigation, it is expected that Ashurst will make, where the evidence allows, findings of fact in respect to the matters outlined in the scope.
9. The University prefers any interviews to be carried out in person at the University. Should this not be possible, then other options can be used. Ashurst is free to interview current employees in addition to seeking information and documentation from the University. Where considered necessary and appropriate, Ashurst can seek to interview former employees of NCI. Ashurst should provide the University with a list of former employees so contact details and communication strategies can be agreed to.
10. Where recordings of interviews are made, then copies of the recordings and interview summaries should be provided to the University at the culmination of the workplace investigation.

WORKPLACE INVESTIGATION – TIMING

11. The University requires the Investigation commence as soon as possible. It would also like, pending operational limitations, the investigation to be completed within one month of commencement.

UNIVERSITY CONTACTS AND SUPPORT

12. The University will provide relevant administration assistance with interview locations and communications with current employees. The primary contacts at the

University for questions about scope, investigation matters or issues which arise during the investigation are as follows:

Name of Individual	Position	Contact Details
Usman Bhatti	Senior Employee Relations Specialist	Usman.bhatti@anu.edu.au <small>s47E - Public Interest Conditional Exem</small>
Mark Cook	Deputy Chief People Officer	mark.cook@anu.edu.au <small>s47E - Public Interest Conditional Exemp</small>

13. The primary contact in respect to administration support related matters is Daniel Lee – Employee Relations Consultant

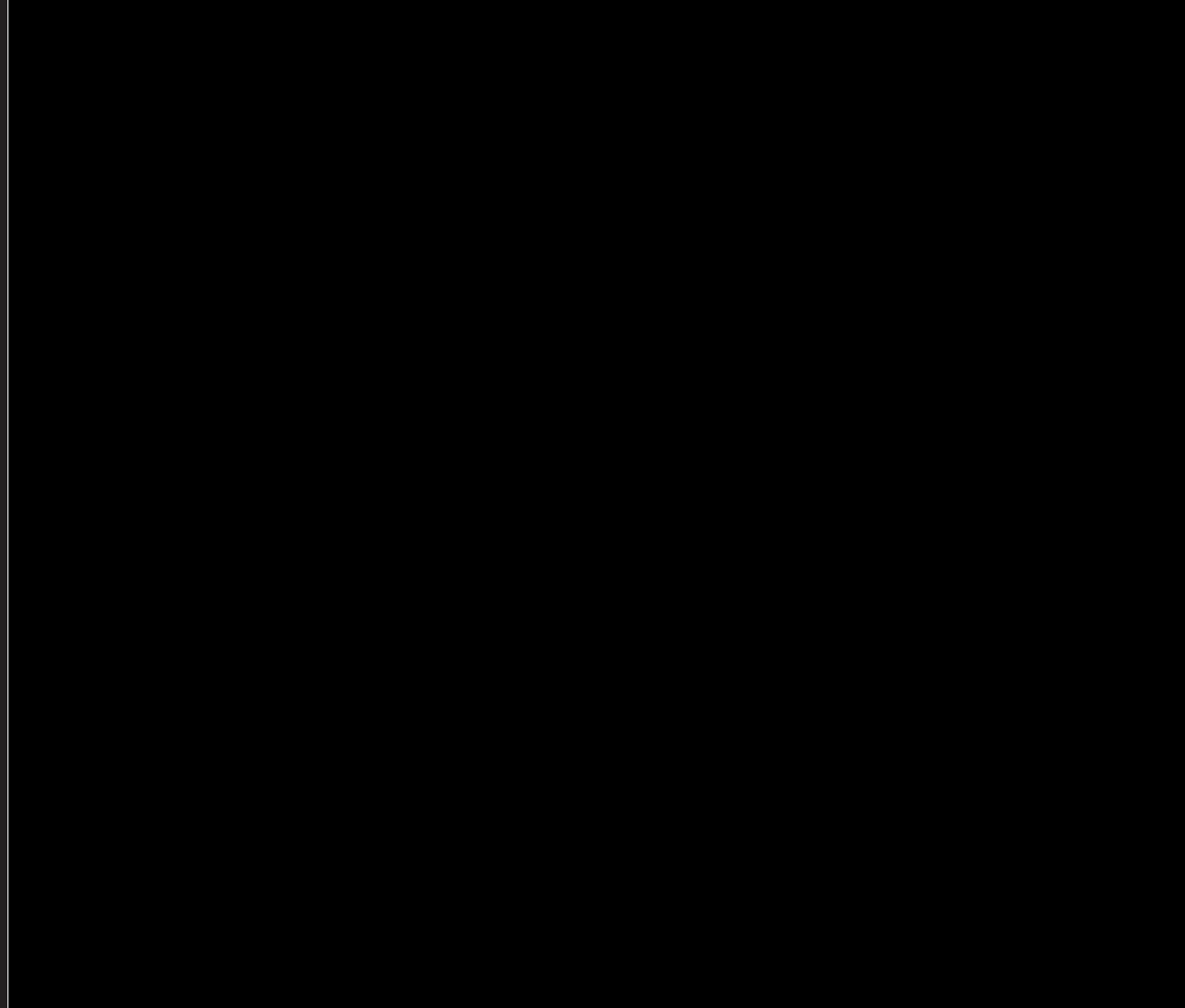
Name of Individual	Position	Contact Details
Daniel Lee	Employee Relations Consultant	daniel.s.lee@anu.edu.au

CONTEXT AND OTHER INFORMATION

1. The University provides the following context and additional information to assist Ashurst in the first instance.

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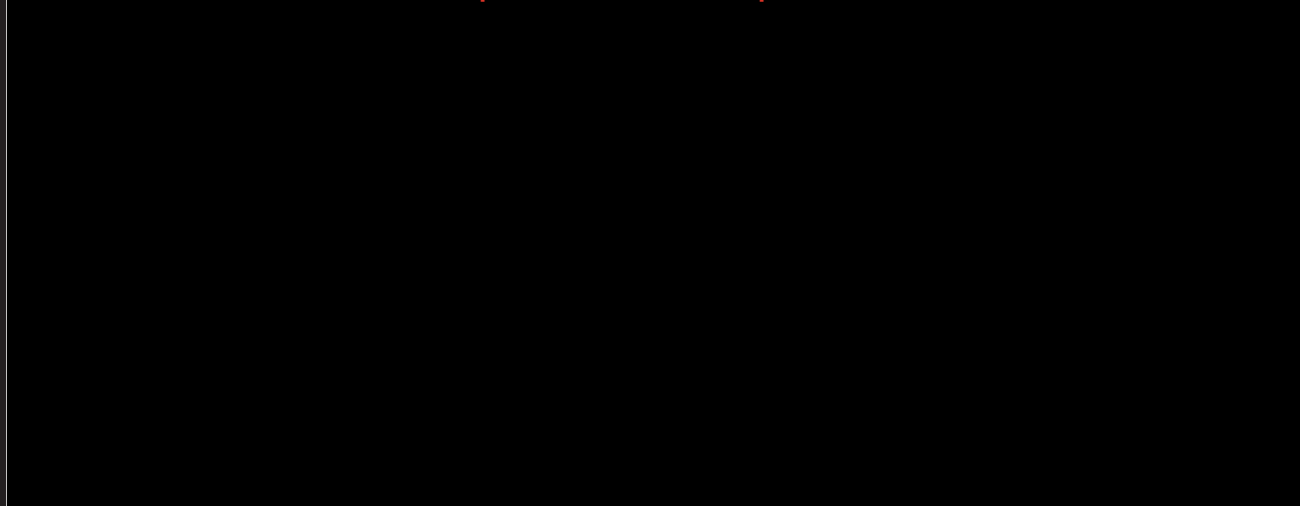
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REPORTED RISKS

4. Figtree is the University's WH&S reporting system. The University has attached incident reports by employees of NCI over the past three years.

s22 - Access to edited copies with exempt or irrelevant matter deleted



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ADDITIONAL DOCUMENTS

9. The University is preparing a Book of Documents to assist Ashurst in the initial instance. This Book of documents will include:

a. Relevant Policies and Procedures

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