



DOMESTIC AND FAMILY VIOLENCE INFORMATION SHARING SCHEME

APPLICATION TO BECOME AN INFORMATION SHARING ENTITY UNDER CHAPTER 5A OF THE DOMESTIC AND FAMILY VIOLENCE ACT 2007

The Information Sharing Scheme in Chapter 5A of the *Domestic and Family Violence Act 2007* (the Act), allows Information Sharing Entities (ISEs) to share relevant information, where it is necessary to protect people from serious threats of domestic and family violence (DFV). The Act designates certain government agencies and non-government schools as ISEs. Other agencies can apply to become an ISE by completing this application form. Prior to applying, agencies should familiarise themselves with the DFV Information Sharing Guidelines, available on the [website](#).

The process

1. Non-government agencies who provide a domestic violence related service (as defined in section 124B of the Act) may apply to become an ISE by completing this application form and submitting it to Department of Children and Families.
2. Department of Children and Families will assess these applications and make recommendations to the Minister for the Prevention of Domestic, Family and Sexual Violence. The Minister will determine whether they are satisfied that the agency will comply with the DFV Information Sharing Guidelines.
3. Department of Children and Families will inform agencies of the result and the reasons for the decision.
4. ISEs must agree to align their policies, procedures and tools with the NT's DFV Risk Assessment and Management Framework (RAMF).
5. Under the Act, new ISEs are to be published in the NT Government Gazette following approval by the Minister.

How do I find out more?

The website (link below) provides relevant information to ISEs and other stakeholders, including links to the DFV Information Sharing Guidelines, useful tools and templates, an e-learning training module, factsheets, a list of ISEs, and information on how to apply to become an ISE.

<https://territoryfamilies.nt.gov.au/dfv/informationsharing>

You can also contact the Domestic, Family and Sexual Violence Reduction Division in Department of Children and Families on (08) 8935 7803 or email: dfv@nt.gov.au.

Complete this form (including marking the checkboxes) and return it to the Domestic, Family and Sexual Violence Reduction Division by email: dfv@nt.gov.au.



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I, authorised person's name, am authorised to make an Information Sharing Entity application on behalf of insert organisation name.

I confirm that insert organisation name is making an application for:

- the whole organisation to become an ISE

OR

- the following individual staff within the organisation to become ISEs [List the full legal names of individual staff that you want to become ISEs],

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

OR

- the following roles or positions within the organisation [List full correct position titles]

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

- I understand it is the responsibility of insert organisation name to inform Territory Families, Housing and Communities of any changes to the above as soon as it becomes known (for example, staff leave the organisation, change positions, or there is an organisational restructure and changes to position titles). Being an ISE is a position created by legislation and the responsibilities of individuals or organisations who are ISEs must be taken seriously.



I am authorised on behalf of insert organisation name to confirm that the agency:

- provides a domestic violence related services as defined in section 124B of the *Domestic and Family Violence Act 2007*;
- will comply with the requirements of the legislation and follow the DFV Information Sharing Guidelines;
- will align its policies, procedures, practice guidelines and tools relevant to the sharing of information under Chapter 5A of the *Domestic and Family Violence Act* with the NT's DFV Risk Assessment and Management Framework (RAMF);
- has identified which staff will be authorised to share information, based on their functions and role in the agency, **or** whether the agency will authorise specific personnel as information sharers as per s124DA(1,2C); and
- will ensure that the identified staff as well as other relevant staff undertake the appropriate training.

Name: Full Name

Position: Position Name

Signature:

Date: Click or tap to enter a date.

