



## 2024 Commonwealth Integrity Survey

This Participant Information document tells you about the 2024 Commonwealth Integrity Survey (the Survey). It explains what is involved in participating and will help you decide if you want to participate. Please read this information carefully and should you have any questions about anything that you want to know more about, please contact your agency's integrity area in the first instance, or alternatively the contact details below.

Participation in the Survey is voluntary; there is no obligation to take part. If you choose not to participate there will be no detriment to you or your career. However, the more people who respond, the more representative and useful the results will be.

### What is the purpose of this survey?

The purpose of the Survey is to understand your observations and perceptions of integrity and corruption and to identify potential areas of risk within your agency.

Agencies can use this survey data to measure trends in perceptions of integrity and corruption risks to inform anti-corruption strategies.

### Who is conducting the survey?

The National Anti-Corruption Commission (NACC) is conducting the Survey with assistance from your agency and an external service provider.

### What do I need to do?

Participation involves completion of an online survey which is expected to take approximately 15 minutes to complete.

You may complete the Survey in one or multiple sessions by exiting and returning to it later. Each employee receives an invitation containing a unique link to the Survey.

The Survey complies with the Web Content Accessibility Guidelines version 2.1 (as recommended by the Australian Government Information Management Office). We have also worked with Vision Australia to ensure that our online platforms are fully accessible

to cater to the visually impaired. The Survey can also be completed verbally by contacting the survey provider on the link provided.

### **How am I identified to participate?**

You are identified because you are employed by a non-corporate or corporate commonwealth entity, or a commonwealth company. A list of these agencies can be found at the Department of Treasury [website](#). This is commonly called the Commonwealth public sector. The names and email addresses are provided by your agency head. Your email address is not connected to your response once the survey is completed.

### **Who will see my response?**

Your data is provided back to your agency in de-identified, aggregated reports where responses are only available if 10 or more people have answered from your workgroup (or cohort). If you are from a smaller agency, your agency report may be aggregated within your department. Multiple very small agencies in the same department may receive an aggregated report to ensure the anonymity of respondents. Your full, individual response will not be made available to anyone in your agency. No identifying information (e.g. email address) is attached to your response.

### **Is my participation voluntary? Do I need to complete the survey?**

Your participation is completely voluntary. You can choose not to participate without having to provide a reason for doing so or experience any disadvantage as a result of your decision.

Many questions have an option for those who 'prefer not to say'. There are also limited demographic questions to encourage your participation. We encourage you to complete the demographic questions as this will help us, and your agency, to understand how integrity matters are perceived and experienced across a diverse workforce.

If you wish to withdraw your already recorded survey responses, you are free to do so up until the end of the Survey administration period (5pm, AEST, 20 September 2024) by contacting your survey coordinator, or the survey provider, using the links provided.

### **Can I browse through the questionnaire before filling it in?**

You can access and read the entire questionnaire prior to completing it. To participate in the Survey, you must complete it through the online survey platform. If you intend to

complete the Survey online after browsing and accidentally submit an incomplete version you will be able to re-use the link provided and commence the survey again. After you've previewed the survey, you can then go back to the beginning and fill it in from the start.

### **What are the benefits of participating?**

By completing this survey, you have an opportunity to provide vital feedback to your agency and the NACC. Agencies and the NACC will use the results of this survey to identify potential corruption vulnerabilities, to improve our understanding of constituent parts of the Commonwealth public sector, and to identify any integrity issues, topics or themes that can inform our corruption prevention and education initiatives.

By better understanding the views and experiences of integrity and corruption in your workforce, agencies and the NACC will be better positioned to evaluate, inform and protect you and your agency from corruption.

### **What are the risks in participating?**

Due to the general nature of the Survey questions, it is not anticipated you will experience any discomfort when participating in this activity. Should you feel uncomfortable at any point during the survey, you are free to not answer the relevant questions or stop the survey by closing the web page. If you require assistance, please contact the services offered by your agency's employee assistance program.

Alternatively, you can contact an external support service such as:

- [Lifeline](#)
- [Beyond Blue](#)
- [Suicide Call Back Service](#)
- [MensLine Australia](#)
- [Australian Government Health Direct](#)
- [Qlife](#)

### **How is my privacy protected?**

The NACC and the external service provider that manage the Survey report de-identified and aggregated Survey results which are made available to agency heads. There are strict rules in place so that when less than 10 employees from an agency respond, no data is displayed in that agency's report.

Please do not provide personal information about yourself or any other person, for example by including their name or position in your response in open-ended questions

where you can provide free-text responses. These comments will be reviewed before the report is provided to your agency head. We do this to ensure no person can be identified from their answers, or the answers of others. Free-text comments will only be attributable to a particular group where there are 30 or more comments from members of that group. For example, if a work unit has less than 30 respondents, the free text question will not be shown for that work group.

The NACC will not use data collected during the survey to attempt to identify any person or use results to publicly compare or rate agency performance on integrity matters. However, the NACC does not restrict the use of survey reporting once provided to an agency head. Some agencies may wish to publish the report provided to them.

### **How is my information stored?**

Your information will be stored securely by the external service provider managing the Survey. All Survey data and associated files are stored on servers that are Australian-owned and located within Australia. The provider employs data management systems and a security policy which are ISO 27001 (Information Security Management System) certified. Employee data including email addresses are held securely within an encrypted platform. The survey provider supplies de-identified, individual-level survey data to the NACC, which is stored on the NACC's information and communications technology (ICT) infrastructure in accordance with the Protective Security Policy Framework (PSPF). Access to data is restricted according to a range of end-user, access-level profiles, and only staff with a need-to-know are granted access on a secure system. To obtain any dataset of de-identified data, agencies and other parties will agree to store the data in a manner consistent with the Australian Privacy Principles and the Australian Government Protective Security Policy Framework (PSPF).

### **Where do I go if I still have questions or complaints?**

If you have any further questions or wish to make a complaint, please contact your agency's integrity area in the first instance. Alternatively, please contact the NACC at [corruption.survey@nacc.gov.au](mailto:corruption.survey@nacc.gov.au).

### **Is this the right place to make a report on corrupt conduct?**

The Survey is not the right place to make a report of suspected corrupt conduct. To make a report to the NACC you can [visit our website](#) or call 1300 489 844.