



## Parliamentary Security Service

### Executive Summary of events

Summary			
Date of incident:	Saturday, 23 March 2019		
Time commenced:	Approx 01:50 hrs	Time concluded:	Approx 17:00 hrs
Location:	Suite M1-23 Ministerial Wing		
Incident type:	Other (please specify)	Staffing issue. APH occupants.	
Incident Reported to:	Peter Butler, Director Security Operations.		
File:	[HPRM Ref. No.]		

Description of incident
<p>On 23 March 2019 at approximately 01:50 hrs:</p> <ul style="list-style-type: none"> <li>Two staff members, a Bruce Lehrmann (male) and Brittany Higgins (female) of Minister Reynold's Office, entered APH through Point 8. The members were not in possession of their APH passes. PSS Officers Fairweather positively identified them as passholders and issued temporary passes. They stated to PSS Officers Fairweather and Anderson that they had urgent business to attend to.</li> <li>PSS Officers Fairweather and Anderson made the observation that the female person appeared to be affected by alcohol and stumbled when passing through the screening point.</li> <li>PSS Officer Anderson then escorted the two passholders to Suite M1-23 where the PSOR then remotely unlocked the suite for the passholders to access.</li> </ul> <p>On 23 March 2019 at approximately 02:35 hrs:</p> <ul style="list-style-type: none"> <li>The male passholder exited APH through point 8 and appeared to be in a hurry. When asked if he was coming back he quickly replied "no".</li> <li>The PSS Officers observed that he was not accompanied by the female passholder that entered with him.</li> <li>Officer Fairweather advised the Team Leader of the situation and concerns for the female passholder and requested that a welfare be conducted as soon as possible to confirm everything was alright.</li> </ul> <p>On 23 March 2019 at approximately 04:15 hrs:</p> <ul style="list-style-type: none"> <li>Female PSS Officer Anderson attended the suite M1-23 and observed that it was unlocked. PSS Officer Anderson entered the suite to undertake an occupancy check before securing the suite. Officer Anderson checked the door to the Minister's Office and found it unlocked. Officer Anderson knocked on the door and then entered.</li> </ul>

- Officer Anderson observed the female passholder on the lounge undressed. The female passholder opened her eyes and acknowledged Officer Anderson. Officer Anderson assessed that the person was alright and conscious she exited the ministerial suite.
- Officer Anderson advised the Team Leader of the situation, who asked if the female was alright, and Officer Anderson advised 'yes'.

On 23 March 2019 at approximately 07:15 hrs the matter was reported to the Director Security Operations (DSO) who was advised that the female passholder had not exited APH and was therefore presumed to still be in the suite. The DSO instructed the PSS Team Leader to undertake a welfare check of the female passholder.

On 23 March 2019 at approximately 08:33 hrs the DSO reported this matter to the DPS Chief of Staff, Leanne Tunningley. Leanne Tunningley reported to the matter to the Deputy Secretary, Cate Saunders, who subsequently advised the DPS Secretary.

On 23 March 2019 at approximately 08:59 hrs the DSO reported this matter to the Ministerial Liaison Manager, Stephen Frost.

On 23 March 2019 at approximately 09:15 hrs PSS Team Leader Allan Tyler and female PSS Officer Kristine Brenton attended the ministerial suite and Officer Brenton entered. Officer Brenton had a conversation with the female passholder through a closed door where the passholder indicated that "everything was ok".

On 23 March 2019 at approximately 10.02 hrs the female staff member exited point 8.

On 23 March 2019 at approximately 10.09 hrs the Deputy Secretary and DPS Chief of Staff arrived at APH to follow up on the welfare the member on the advice of the Secretary. At this point the Deputy Secretary was advised of the welfare check that had occurred at 9.15 that indicated that the member was 'ok'.

On 23 March 2019 at approximately 11.00 hrs at the request of the Deputy Secretary the PSS Team Leader obtained the Parliament House Visitor Pass Register to enable the identification of the members. At this point it was identified that the female passholder had signed out.

On 23 March 2019 at approximately 11.10 hrs the PSS Team Leader checked identified that the with the PSOR as to the security status of suite M1-23 and it was identified that the suite had been left unsecured. A PSS Officer attended suite M1-23 at 11:15 hrs and confirmed that it was vacant. The Officer arranged for the PSOR to secure the suite.

On 23 March 2019 at approximately 12.40 hrs the Ministerial Liaison Manager (Stephen Frost) contacted the Director Security Operations and requested that the Ministerial Office be cleaned. The MLM gave the DSO approval via email to Leanne Tunningley for cleaning staff to enter the Minister's Office to undertake the cleaning. The First Assistant Secretary Building Services was contacted and arranged for cleaners to clean the Minister's Office.

On 23 March 2019 at approximately 16.00 hrs a senior APH cleaner attended suite M1-23 and cleaned the Minister's Office.

Due to the sensitivity of this matter the Team Leaders involved were instructed not to discuss this matter further with any staff. Reports have also been obtained from the officers involved.

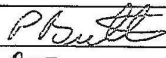
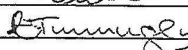
Any witnesses?	<input checked="" type="checkbox"/> YES (please provide names if available)	<input type="checkbox"/> NO
PSS Officer Nikola Anderson		

PSS Officer Mark Fairweather  
 PSS Team Leader Kevin Callan

Details of officers involved	
Name:	Rostered hours and position: <i>(Day of Incident)</i>
Nikola Anderson	23:00 to 07:00 Point 8.
Mark Fairweather	23:00 to 07:00 Foxtrot Patrol
Kristine Brenton	08:00 to 16:00 Foxtrot Patrol
Kevin Callan	23:00 to 07:00 PSS Team Leader
Allan Tyler	07:00 to 15:00 PSS Team Leader

Management Summary			
Incident requires further action:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
Refer to Ministerial Liaison Manager, Stephen Frost for further action.			
Incident dealt with in accordance with OPP's:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
Details of OPP along with relevant section			
OPP	Section		
OPP 10.9 - Security Points and Patrols	Attachment G		
<i>OPP name and number</i>	<i>Relevant paragraph and/or sub para</i>		
<i>OPP name and number</i>	<i>Relevant paragraph and/or sub para</i>		
Outcome of any investigation and/or remedial actions:			
Referred to Ministerial Liaison Manager.			
Name:	Peter Butler	Date of summary:	25 March 2019

Attachments			
Document Title:	Parliament House Visitor Pass Register	File:	[HPRM Ref. No.]
Document Title:	<i>Click here to enter text.</i>	File:	[HPRM Ref. No.]
Document Title:	<i>Click here to enter text.</i>	File:	[HPRM Ref. No.]
Document Title:	<i>Click here to enter text.</i>	File:	[HPRM Ref. No.]

Approvals			
Position:	Name:	Sign:	Date:
Assistant Director Security Operations			<i>Click here to enter a date.</i>
Director Security Operations	Peter Butler		27/3/19
Assistant Secretary Security	Leanne Tunningley		27/3/19

Record keeping
1. Save this document for your records. <i>(To save, click the file tab at the top left and select "Save As" and select a suitable location)</i>
2. Upload to HPRM within File:
3. Email a copy of this report to the relevant Manager