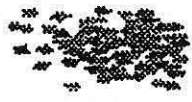


P



-Pearl  
D'mello/9230933/Staff/NS  
WPolice

30/05/2007 10:38

To Peter Fox/18127/Staff/NSWPolice@NSWPolice  
cc -Lynette Nelson/6921821/Staff/NSWPolice@NSWPolice,  
Robyn L. Smith/6132170/Staff/NSWPolice@NSWPolice

bcc

Subject Perm\_Appt\_CO\_Fox

**Detective Chief Inspector Peter Fox  
R/N - 18127**

**Crime Manager, Lower Hunter LAC  
Chief Inspector - Job Ref. No. 06/052A - SAP Code - 50001446**

Your permanent appointment dated **15 May 2007** to the above position has been approved and will be published onto the Intranet (Human Resources / Promotions Systems / Vacancies, Promotions & Transfers / Appointments, Selections, Promotions, Lateral Transfers / Police Officer Appointments) in due course.

Your 'section 66 merit-based' temporary appointment has been ceased at **14 May 2007**, and your permanent appointment has been updated on SAP by the Promotions Unit.

Any updates to allowances and/or increments will be initiated by your General Administration Officer and forwarded to ICS for processing.

Attached is an application form for appointment as a Justice of the Peace and instructions to assist in its completion, which have been provided by the Department of Courts Administration (see the attached format image IMG\_JP.TIF). If you are already a 'Justice of the Peace' please disregard this information.

Should you have any inquiries, please contact the Promotions Unit on Eaglenet 27733 or telephone number (02) 8835 7733.

Manager  
Appointments & Review Section  
Promotions Unit

**FOR INFORMATION & ACTION ON SAP:**

**Lyn Nelson, LAM, Lower Hunter LAC**

Once the permanent appointment action is updated on SAP, you will receive an automated "approval action" in your inbox. Please **DO NOT** reject the appointment. Check the details and approve accordingly, or ring the Promotions Unit for more information.

**Robyn Smith, GAO, Lower Hunter LAC**

As the relevant General Administration Officer/Personnel Administrator for the abovementioned officer:

- Please check allowances on SAP (info-type 509) to ensure the correct allowances are paid as required and check that incremental progression is considered to ensure that the correct level is recorded and paid. The temporary appointment period is to be recognised for incremental purposes.
- In addition, please ensure that the appropriate leave entitlement is being awarded.
- Following checking process, please notify ICS of any changes in allowances/increments by forwarding this e-mail with appropriate instructions.