

## Presbyterian Church in Ireland GARDA VETTING APPLICATION FORM FOR LEADERS

Name of Congregation																												
Name of Organisation																												
Position applied for																												
Forename(s)																												
Middle Name																												
Surname																												
Current Address																												
Eircode/Postcode																												
Date of Birth		/		/		<b>If aged 16 or 17 a Parent/Guardian Consent Form (NVB3) needs to be completed, along with this form</b>																						
Email Address*																												
*Write email address clearly - show if a number/letter e.g. Ø or O, 1 or l																												
Phone Number																												
Have you had treatment for any illness during the past five years which may have a bearing on your ability to work with children and young people?																											Yes	<input type="checkbox"/>
																											No	<input type="checkbox"/>
<i>If Yes, please specify</i>																												
Is there any reason that you cannot take up a position which involves having access to, or contact with, children or vulnerable adults?																											Yes	<input type="checkbox"/>
																											No	<input type="checkbox"/>
Under Section 26(b) of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016, it is an offence to make a false statement for the purpose of obtaining a vetting disclosure. Please be aware that a criminal record will not necessarily prevent applicants from gaining a position.																												
I have provided documentation to validate my identity as required <i>and</i> I consent to the making of this application and to the disclosure of information by the National Vetting Bureau to the Liaison Person pursuant to Section 13(4)(e) National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016.																											Please Tick	<input type="checkbox"/>
Signature of Applicant																												
Date of signature																												

Describe your reasons for taking up this position.

Give details of previous experience of working with children /young people /vulnerable adults.

Have you attended Taking Care Training within the last three years?

No

Yes

1<sup>st</sup> Referee

Name

Address

Phone/Email

2<sup>nd</sup> Referee

Name

Address

Phone/Email

Interviewed by

Name

Position

Name

Position

Date of Interview

Session Decision

Approved

Not Approved

Deferred

Reason for Decision

Signature of Session Member

Date

\*PLEASE NOTE THAT PUBLIC SERVICES CARDS ARE NO LONGER ACCEPTED FOR THE 100 POINT CHECK\*

## VERIFY IDENTITY – 100 POINT CHECK

Indicate which Identity Documents have been provided & include copies with this form

IDENTIFICATION	SCORE	TICK
Irish Driving Licence or Learner Permit (new credit card format)	80	
Passport (from country of citizenship)	70	
Irish Certificate of Naturalisation	50	
Birth Certificate	50	
Garda National Immigration Bureau (GNIB) Card	50	
National Identity Card for EU/EEA/Swiss citizens	50	
Irish Driving Licence or Learner Permit (old paper format)	40	
Employment ID		
<ul style="list-style-type: none"> <li>ID card issued by employer (with name and address)</li> </ul>	35	
<ul style="list-style-type: none"> <li>ID card issued by employer (name only)</li> </ul>	25	
Letter from Employer (within last 2 years)		
<ul style="list-style-type: none"> <li>Confirming name and address</li> </ul>	35	
P60, P45 or Payslip (with home address)	35	
Utility Bill e.g. gas, electricity, television, broadband	35	
Medical Card	25	
<ul style="list-style-type: none"> <li>with photograph</li> </ul>	40	
Bank / Building Society / Credit Union statement	35	
Credit Cards / Debit Cards / Passbooks (only 1 per institution)	25	
National Age Card (issued by An Garda Síochána)	25	
Membership Card		
<ul style="list-style-type: none"> <li>Club, union or trade, professional bodies</li> </ul>	25	
<ul style="list-style-type: none"> <li>Educational institution</li> </ul>	25	
Correspondence		
<ul style="list-style-type: none"> <li>From an educational institution / SUSI / CAO</li> </ul>	20	
<ul style="list-style-type: none"> <li>From an insurance company regarding an active policy</li> </ul>	20	
<ul style="list-style-type: none"> <li>From a bank / credit union or government body or state agency</li> </ul>	20	
CHILDREN UNDER 18 (any 1 of the following)		
Birth Certificate	100	
Passport	100	
Written statement by a Principal confirming attendance at an educational institution on a letterhead of that institution	100	
RECENT ARRIVAL IN IRELAND (less than 6 weeks)		
Passport	100	
VETTING SUBJECT IS UNABLE TO ACHIEVE 100 POINTS		
Affidavit witnessed by a Commissioner for Oaths	100	
	<b>TOTAL =</b>	

**Identity validation (To be completed by Designated Person / Minister / Other)**

*Please note: **Photocopies** of the applicant's ID must be submitted with this form  
AND at least one document must show the applicant's **current address***

**Applicant** details as they appear on the ID documentation provided:

Full name: .....

Date of Birth: .....

Current Eircode  
or Postcode: .....

*I confirm I have seen the original ID documentation as indicated on the previous sheet*

Date of ID check: .....

Signed: .....

Position e.g.  
Minister: .....

Name (Capitals): .....

ONCE ALL SECTIONS HAVE BEEN COMPLETED

Send this form & **copies** of ID to:

Taking Care Office, Assembly Buildings, 2-10 Fisherwick Place, Belfast, BT1 6DW

You will receive an email from **evetting.dontreply@garda.ie** requesting that you complete the E-vetting application form online, via a link. Once the email is sent, **you have 30 days to complete the online form. If not completed** within 30 days of receiving the email, the process will need to begin again.

PCI are charged a fee for every link processed - so let's get it right first time!

Make sure to check your 'Junk / Spam Email' box as the link is often found there.

**Processing Of Your Data**

All vetting is conducted by the Garda National Vetting Bureau. Liaison Officers, appointed by the Vetting Bureau, channel the thousands of vetting requests. Please be advised your details will be processed through the Liaison Person for the Youth Work Garda Vetting Consortium in the National Youth Council of Ireland. The Presbyterian Church in Ireland is a member of this Vetting Consortium. For this reason, you will see The National Youth Council of Ireland referenced in your e-vetting invitation email.