

## Garda Vetting 100-point identification check <sup>1</sup>

The National Vetting (Children and Vulnerable Persons) Act 2012 to 2016 makes it a legal requirement to vet those involved in work or activity, where they will have regular access to or contact with children or vulnerable adults.

This information sheet has been developed to support organisations in verifying the identity of vetting subjects (those applying to be Garda Vetted). When conducting Garda Vetting, organisations should require volunteers or workers to present identification totalling 100 points to ensure they are checking the correct person. <sup>2</sup> At least one form of photographic evidence must be gathered.

| Identification                                                                                                                                                             | Score | Tick |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|------|
| Irish driving licence or learner permit (new credit card format)                                                                                                           | 80    |      |
| Irish Public Services Card                                                                                                                                                 | 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    |      |
| <b>Employment ID</b>                                                                                                                                                       |       |      |
| • ID card issued by employer (with name and address)                                                                                                                       | 35    |      |
| • ID card issued by employer (name only)                                                                                                                                   | 25    |      |
| <b>Letter from employer</b> (within last two years)                                                                                                                        |       |      |
| • Confirming name and address                                                                                                                                              | 35    |      |
| P60, P45 or Pay slip (with home address)                                                                                                                                   |       |      |
| Utility bill e.g. gas, electricity, television, broadband (must not be less than 6 months old. Printed online bills are acceptable. Mobile phone bills are not acceptable) | 35    |      |
| Public services card / social services card / medical card                                                                                                                 | 25    |      |
| • With photograph                                                                                                                                                          | 40    |      |
| Bank / Building Society / Credit Union statement                                                                                                                           | 35    |      |
| Credit / debit cards / passbooks (only one per institution)                                                                                                                | 25    |      |
| National age card (issued by An Garda Síochána)                                                                                                                            | 25    |      |
| <b>Membership card</b>                                                                                                                                                     |       |      |
| • Club, union or trade, professional bodies                                                                                                                                | 25    |      |
| • Educational institution                                                                                                                                                  | 25    |      |
| <b>Correspondence</b>                                                                                                                                                      |       |      |
| • From an educational institution / SUSI / CAO                                                                                                                             | 20    |      |
| • From an insurance company regarding an active policy                                                                                                                     | 20    |      |
| • From a bank/credit union or government body or state agency                                                                                                              | 20    |      |
| <b>Children under 18 years</b> (any one of the following)                                                                                                                  |       |      |
| • Birth certificate                                                                                                                                                        | 100   |      |
| • Passport                                                                                                                                                                 | 100   |      |
| • Written statement by a principal officer confirming attendance at educational institution on a letter head of that institution                                           | 100   |      |
| <b>Recent arrival in Ireland</b> (less than 6 weeks)                                                                                                                       |       |      |
| • Passport                                                                                                                                                                 | 100   |      |

### TOTAL

<sup>1</sup> This document was developed using information from the Volunteering Australia 100 Point Identification Check and from research conducted on verification of identity at Irish banking institutions, utility companies and the National Driver License Service. This document has not been approved by any external agency, body or authority and is only intended as a guide to verifying an individual's identity in Ireland.

<sup>2</sup> If a vetting subject doesn't have any of these forms of ID or does not reach the 100-point mark with ID that they have – they can go to a commissioner of Oaths and swear as to their name, address and date of birth. This then becomes a legally binding document that can serve as a valid form of ID for compliance purposes.