



## IRFU – Garda E-Vetting Application & ID Check

Thank you for agreeing to complete the IRFU vetting process. The vetting process is required under the National Vetting Act. It is an offence to work with children and/or vulnerable adults without first successfully completing the vetting process.

You will need to get your Club Welfare Officer or Youth Coordinator to verify your identity and gather relevant documents, (see overleaf).

First Name:			
Middle Name:			
Surname:			
DOB:			
Telephone:		Club:	
Address (Full):			
Email:			

Club Welfare Officer		Deputy Club Welfare Officer	
Age-Grade Coach (mini/Youth)		<b>Regular</b> Team Chaperones	
Age-Grade Manager (Mini/Youth)		CCRO	
Age-Grade Helper ( <b>Regular</b> )		CRO	
Youth Co-ordinator		Other (Give Details)	

Please sign and date the statement below:

I have provided documentation to validate my identity as required and I consent to making this application in accordance with Section 13(4)(e) National Vetting Bureau (Children Vulnerable Persons) Act 2012.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Under Sec 26(b) of the National Vetting Bureau (Children and Vulnerable Persons) Act 2012; it is an offence to make a false statement for the purpose of obtaining a vetting disclosure.

**When you have completed details above you can take this form to your Club Welfare Officer who will verify the information. Forms will be gathered and uploaded by CWO and stored securely by IRFU. They are then sent to NVB. You will be emailed when your application is complete.**

*A full copy of the IRFU vetting policy is available on line. When you are no longer working with young people in rugby please inform us and we will delete the relevant information from the vetting database.*



### Vetting – IDENTITY CHECK

The Club Welfare Officer (or equivalent) is the designated person authorised to check the applicant's identity and gather information on behalf of IRFU. You will need documents to the value of 100 points, with photo ID and proof of current address. Copies of ID are stored securely by IRFU for the purpose of audit by the National Vetting Bureau as per the Act.

Identification	Score	Tick
Irish driving licence or learner permit <b>(New Card Format)</b>	80	
Irish Public Services Card	80	
Passport	70	
Birth Certificate	50	
Irish Certificate of Naturalisation	50	
Garda National Immigration Bureau card	50	
National Identity Card (EU/EEA/Swiss)	50	
Irish Driving Licence (Paper Format)	40	
<b>Employment ID:</b>		
Id card with name and address	35	
ID card with name only	25	
Letter from employer (within last 6mths) (Confirming name and address)	35	
P60, P45, or Payslip (with address)	35	
Utility Bill (within 6-months), e.g. gas, electricity but not mobile phone	35	
<b>Identification</b>		
Public services card/Social services card/Medical card	25	
• With Photograph	40	
Bank/Building Society/ Credit Union Statement	35	
Credit/Debit card	25	
National age card	25	
Membership card from Educational institution	25	
<b>Correspondence:</b>		
Education institution	20	
Insurance Company ( <b>Active Policy only</b> )	20	
<b>Bank/credit union or government body or state agency</b>	20	
<b>Recent arrival in Ireland (less than 6weeks):</b>		
• Passport (repeat vet within a year)	100	
<b>Unable to achieve 100 points:</b>		
• Affidavit witnessed by Commissioner of Oaths	100	
<b>For Applicants under 18</b>		
Birth Certificate	100	
Passport	100	
Written Statement by the principal confirming attendance at educational institution on a letter head	100	

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**Child Welfare Officer DECLARATION:**

I have checked the identity of the individual in the attached application form against the documents listed above and confirm that this is the person who is applying for a vetting check. I have informed the applicant that this information is being gathered on behalf of the IRFU and will be passed to the IRFU through online registration. The applicant has agreed to share their personal information with IRFU and appropriate, relevant organisations for the purpose of safe recruitment under the National Vetting Bureau (Children Vulnerable Persons) Act 2012.

I have seen a signed copy of the Volunteer's 'Declaration of Intent' and I have advised of necessary attendance at safeguarding training.

Name.....

Position.....

Name of Club/Organisation .....

Signed..... Date.....

**WARNING**

It is an offence if you knowingly make a false statement for the purpose of obtaining, or enabling another person to obtain a Vet.

*Please return this declaration form to the CWO for registration to the Clubhouse system with copies of your ID and the signed Declaration of Intent. Your CWO who will upload the safeguarding forms to IRFU. Forms will be stored securely by IRFU within the Safeguarding Tile of Clubhouse, only the CWO and the registered Liaison Persons for IRFU have access to this information.*