



Guide to Obtaining ID: 100 Point Identifier Check

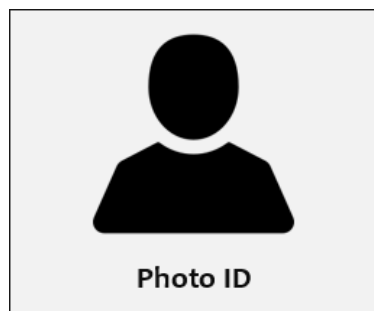
When conducting Garda Vetting, organisations require vetting subjects to present identification to ensure they are checking the correct person.

The National Vetting Bureau is aware that establishing identity can be difficult for some people. In order to assist individuals and relevant organisations as they endeavour to establish the identity of vetting applicants, the following 100 Point Check is an optional personal identification system which may be utilised by individuals and relevant organisations to verify identity for Vetting purposes.

This 100 Point Check 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.

100 Point Identifier Check

In order to establish your identity for vetting purposes, an individual must provide documentary proof of each of the following:



Examples of what can't be used

- Statements from store cards/catalogue companies
- Mobile phone bills
- Utility bills over 6 months old

Important Information:

- Any personal information on the forms of ID must match with information provided on the NVB1 form.
- There is no requirement on any individual to produce any specific document to prove their identity.
- If a vetting subject is unable to provide sufficient proof of ID they can complete an affidavit* witnessed by Commissioner for Oaths

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		
• ID card issued by employer (with name and address)	35	
• ID card issued by employer (name only)	25	
Letter from employer (within last two years)		
• Confirming name and address	35	
P60, P45 or Payslip (with home address)	35	
Utility bill e.g. gas, electricity, television, broadband (must be less than 6 months old. Printed online bills are acceptable. Mobile phone bills are not acceptable)	35	
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 Siochana)	25	
Membership card		
• Club, union or trade, professional bodies	25	
• Educational institution	25	
Correspondence		
• 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	
Children 16 or 17 years (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	
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	
TOTAL		

*An affidavit is a written sworn statement of fact voluntarily made by a person. It is a document that sets out in paragraph form the evidence that the witness wishes to give. Affidavits are usually written and prepared by a solicitor or a barrister after having obtained all the necessary information from the witness. The wording used in the affidavit will depend on the circumstances of the case. Your solicitor can give you more information on the wording that will be used.

When the affidavit is ready, the witness must go before a Commissioner for Oaths. The Commissioner for Oaths will check that the person swearing the oath has read the affidavit and fully understands the contents. The person will be asked to raise the Bible and to repeat the words of the oath. If the witness does not wish to swear an oath on the Bible, he or she may make an affirmation. He or she will then sign the affidavit.

The Commissioner for Oaths will verify that the affidavit was properly sworn by completing a *jurat* on the affidavit.