

100 points identity check

To verify the identity of those having background checks we now need to ask for a 100 point identity check. You will need to take copies of these documents and present the originals and copies for certification. The certification can be completed by anyone who holds a current appointment or a licence from the Archbishop and is recorded on the Diocesan Registry database, ie Rector, Assistant Ministers, Churchwardens, Synod Representatives and authorised clergy and lay people. The certified photocopies are to be retained, not the originals. The certified copies will be kept securely with Parish records.

The certification should read 'I certify that this is a true and correct copy of the original' with the signature of the person certifying the documents and their full name and position held printed with the date.

If you have any questions please contact the Professional Standards Unit on 9265 1604 or psuinfo@sydney.anglican.asn.au

The list below has been copied from http://www.kids.nsw.gov.au/director/check/employerguidelines/stepbystepguide.cfm#3_1 - 3.5.1 Identifying the preferred applicant accurately.

The following lists set out the value of each document according to the 100 Point Check.

70 points

Name of preferred applicant verified from one of the following (more than one document from this list cannot be counted):

- Birth Certificate
- Birth Card issued by the NSW Registry of Births, Deaths and Marriages
- Citizenship Certificate
- Current Australian passport
- Expired Australian passport which has not been cancelled and was current within the preceding 2 years
- Current passport from another country or diplomatic documents.

For a preferred applicant under 18 years, one document from the above list, or the following, is sufficient:

- Identity of the applicant verified by an educational institution, either on a student card or a letter signed by the principal, deputy principal, head teacher, deputy head teacher or enrolment officer, confirming that the applicant currently attends the institution.

40 points

Name and photograph/signature of preferred applicant verified from one of the following (more than one document can be counted):

- Current driver photo licence issued by an Australian state or territory
- Identification card issued to a public employee
- Identification card issued by the Australian or any state government as evidence of a person's entitlement to a financial benefit
- Identification card issued to a student at a tertiary education institution.

35 points

Name and address of preferred applicant verified from any of the following (more than one document can be counted):

- Document held by a cash dealer giving security over property
- A mortgage or other instrument of security held by a financial body
- Council rates notice
- Document from current employer or previous employer within the last two years
- Land Titles Office record
- Document from the Credit Reference Association of Australia.

25 points

Name of preferred applicant verified from any of the following (more than one document can be counted):

- Current credit card or account card from a bank, building society or credit union
- Local council rates notices
- Current telephone, water, gas or electricity bill
- Foreign driver's licence
- Medicare Card
- Electoral roll compiled by the Australian Electoral Commission
- Lease/rent agreement
- Current rent receipt from a licensed real estate agent
- Records of a primary, secondary, or tertiary educational institution attended by the applicant within the last 10 years
- Records of a professional or trade association of which the applicant is a member.