



Garda Vetting



The National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 - 2016 provides a statutory basis for the vetting of persons carrying out relevant work with children or vulnerable persons. The Act also creates offences and penalties for persons who fail to comply with its provisions.

The Act stipulates that a relevant organisation shall not permit any person to undertake relevant work or activities on behalf of the organisation, unless the organisation receives a vetting disclosure from the National Vetting Bureau in respect of that person.



Who needs to be Garda Vetted?

It is compulsory for employers to obtain vetting disclosures in relation to anyone who is carrying out regular and relevant work with children or vulnerable adults.



What is the Garda Vetting Process?

Each National Governing Body (NGB) or Local Sports Partnership (LSP) is responsible for how they conduct the vetting process within their organisation. See the below steps in how Garda Vetting should be conducted.

- ➔ Applicant receives a Vetting Application Form from their organisation.
- ➔ The applicant completes, signs, and returns the application to their organisation with a copy of their ID and their home address.
Note: Where a person applying for vetting is under 18 years of age, a declaration of consent: must be made on their behalf by a parent or guardian of the person.
- ➔ The applicant undergoes face-to-face ID and proof of address verification.
- ➔ The relevant person signs off and submits the vetting application to the relevant organisation for processing.
- ➔ The relevant information collected will be securely stored with the organisation as part of the record keeping process.
- ➔ On receipt of an application, the National Vetting Bureau will conduct their vetting checks.
- ➔ A Garda Vetting disclosure is issued directly to the liaison person in the relevant organisation.
- ➔ An individual vetting subject will obtain a copy of their Garda Vetting disclosure from the liaison person in the relevant organisation.

Note: Please refer to your own NGB or Organisation Safe Recruitment Procedures regarding re-vetting.