

Evidence of Identity:

The purpose of this section is to confirm the identity of the applicant to ensure the correct person is being vetted to a standard accepted by New Zealand Police for vetting purposes. This is based on identity confirmation requirements set out in the Children's Regulations 2015.

In order to confirm the identity of the applicant, two forms of ID must be sighted, one primary and one secondary, one of which must be photographic.

Primary IDs include:

- Passport (NZ or Overseas)
- NZ Firearms Licence
- NZ Full Birth Certificate (issued on or after 1998¹)
- NZ Citizenship Certificate
- NZ Refugee Travel Document
- NZ Emergency Travel Document
- NZ Certificate of Identity

Secondary IDs include:

- NZ Driver Licence
- 18+ card
- NZ Full Birth Certificate (issued before 1998)
- Community Services card
- SuperGold Card
- NZ Employee Photo Identification Card
- NZ Student Photo Identification Card
- Inland Revenue number
- NZ issued utility bill (*issued not more than six months earlier*)
- NZ Teachers Registration certificate
- NZ Electoral Roll Record
- International Driving Permit
- Steps to Freedom Form

Current identity documents are preferred, but documents that have expired within the past five years may be accepted.

If an applicant is unable to meet the requirements for evidence of identity, please contact the Police Vetting Service at qa.vetting@police.govt.nz.

Evidence of a name change

If the two identity documents have different names (e.g. a birth certificate contains the applicant's maiden name and a driver licence contains their married name) evidence of a name change must be sighted such as a marriage certificate or statutory declaration.

Assertion of a RealMe verified identity

Approved Agencies who have integrated with RealMe to accept an online assertion of an individual's RealMe verified identity may use this instead of sighting two forms of identity documents.

For information on how your organisation can integrate with RealMe, please see:

<https://www.realme.govt.nz/realme-business/how-realme-works-businesses/implementing-realme/>

¹ The Children's Regulations 2015 states that a NZ Birth Certificate may only be used as a Primary identity document if issued on or after the 1st of January 1998 and carrying a unique identification number.

Section 3: Consent to release information

What is Clean Slate and will my convictions be released?

The Criminal Records (Clean Slate) Act 2004 states that if you meet certain criteria your convictions will be automatically concealed.

You must meet all of the following criteria in order to be eligible to have your conviction history concealed:

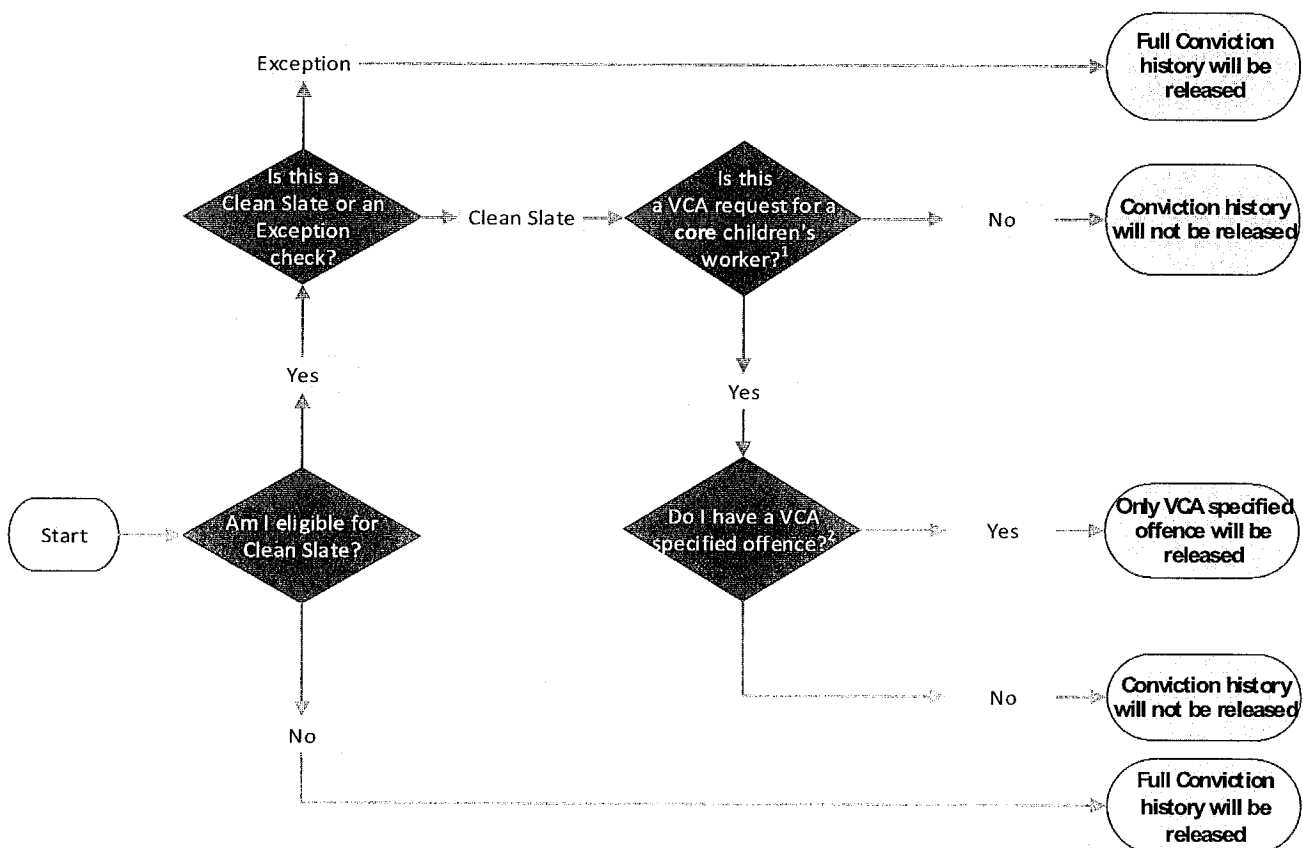
- No convictions within the last 7 years
- Never been sentenced to a custodial sentence (such as prison, corrective training or borstal)
- Never been convicted of a specified offence
- Fully paid any fine, compensation, reparation or costs ordered by the court in a criminal case
- Never been banned from driving until further notice (indefinite disqualification)
- Never been held in hospital by the court in a criminal case instead of being sentenced, due to your mental condition.

There are some circumstances in which your full conviction history will be released **even if** you meet all of the above criteria.

If **caregiving of children** is selected as the primary role of the applicant on page one of the form, this will be an 'Exception' check (under section 19 of the Clean Slate Act).

If **education, healthcare, caregiving of adults or other**, is selected as the applicant's primary role, it will be a 'Clean Slate' check (under Section 16 of the Clean Slate Act).

Follow the flow chart below to see if your conviction history will be released.



1. For the full definition of a Core Worker see page 2 of the user guide under 'Is this a Mandatory Children's Act request'.

2. For a full list of VCA specified offences see Schedule 2 of the Children's Act 2014.