

standard 1

creating and maintaining safe environments
guidance for indicator 1.1



1.1B Template 1: Service Level Agreement to Vetting Information Share

(for use only in the Republic of Ireland)

This section must be completed by the named Church authorities

This service level agreement regarding garda vetting and sharing of disclosures is between:

(A) INSERT NAME OF CHURCH BODY/ORGANISATION WHO WILL CONDUCT VETTING CHECK

And

(B) INSERT NAME OF CHURCH BODY/ORGANISATION WHO WILL BE REPRESENTED FOR THE
PURPOSE OF VETTING BY THE CHURCH BODY/ORGANISATION NAMED IN (A)

This agreement sets out the arrangements for obtaining garda vetting disclosures and the sharing of information obtained through a vetting disclosure, to enable members (B) to minister in INSERT NAME OF CHURCH BODY/ORGANISATION WHERE MINISTRY WILL OCCUR.

Section 12.3(A) allows for such sharing of information as follows:

Where 2 or more relevant organisations jointly agree in writing to the employment, contracting, permitting or placement of a person to undertake relevant work or activities, it shall be a defence in any proceedings brought against a person for an offence under subsection (2) to show that another relevant organisation who was party to the agreement received a vetting disclosure in respect of the employment, contract, permission or placement of the person concerned. (National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016)

1. (A) will act as the relevant organisation, whose responsibility it is to conduct all vetting on behalf of (B), whose members, employees and lay staff are engaged in relevant work with children or vulnerable adults.

2. In addition to the Garda vetting consent requirements, the applicant will fill out a consent form agreeing to the sharing of the disclosure between (A) and (B)

3. Upon receipt of the disclosure the Church body/organisation engaging the applicant, shall be responsible for assessing the suitability of the applicant for the stated relevant work.

4. Records relating to the disclosure and an agreement to share this, should be maintained in line with data protection legislation.

Signature: _____ Date: _____

Church authority of (A)

Signature: _____ Date: _____

Church authority of (B)



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1.1B Template 1: Service Level Agreement to Share Vetting Information

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This section must be completed by each applicant.

I INSERT NAME OF APPLICANT give my consent for a Garda vetting check to be conducted to enable me to carry out relevant work relating to children and vulnerable adults as defined in the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016).

I understand that (A) is conducting the Garda vetting on behalf of (B) and I give my consent for the disclosure to be shared with appropriate representatives of INSERT NAME OF CHURCH BODY/ORGANISATION WHERE MINISTRY WILL OCCUR when considering my application to carry out relevant work.

.....

Signature of applicant

.....

Date

.....

Witness

.....

Date