

The three steps to Garda vetting for a volunteer role

Garda vetting is a process whereby a potential volunteer is scrutinized by the Gardai to determine whether they are suitable to work with children or vulnerable adults. With a few notable exceptions there is no other reason for most volunteers to be vetted. For most people it is a very quick process.

1. Complete the NVB1 Form

To begin the process of Garda vetting you must first complete the NVB1 form. You can download the NVB1 form from our website:

<https://volunteerwaterford.ie/wp-content/uploads/Waterford-Volunteer-Centre-NVB1.pdf>

You must complete this form and present it in person, with your identification documents, to the Vetting Officer in the organisation you wish to work with.

2. Identification documents

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

- Valid Photographic ID to include name and date of birth.
- Evidence of current address. (Statements from store cards/catalogue companies or Mobile phone bills are not acceptable).

Please note the following:

- Evidence of address provided must be dated within 6 months of the date of application
- The name on the photo ID must match the name on your proof of address.
- There is no requirement on any individual to produce any specific document to prove their identity.

3. Online form

Once you have submitted your form and identity documents, the Garda Vetting Bureau will send you a link to an online application form. This will be sent to the email address you supplied on your NVB1 form. Please make sure it is a current email address and one that only you have access to.