



The voice of Irish sport

Federation of Irish Sport

Garda Vetting Policy

The Federation of Irish Sport's Garda Vetting Policy is effective from 25th May 2018 and shall be reviewed on an annual basis or at any other time as is deemed necessary.

Background

The National Vetting Bureau (Children & Vulnerable Persons) Acts 2012-2016 commenced on the 29th April 2016. From that date a statutory obligation was placed on all organisations to Garda vet every person prior to taking up a role which involves work with a vulnerable person and/or a person under the age of 18 years. The Act also established the National Vetting Bureau (NVB) to oversee the e-vetting services previously administered by the Garda Central Vetting Unit.

Introduction

The Federation of Irish Sport provides a vetting service on behalf of our member organisations for any of their members who may be working in a role of responsibility with children or vulnerable persons.

The Federation of Irish Sport vetting policy applies to the member organisations we currently vet. Our vetting services and our vetting policy applies to the members of these organisations. We do not provide a vetting service for members of the public.

What is Vetting?

Vetting or criminal background check is a service conducted in respect of any person who is carrying out work or activity, a necessary and regular part of which consists mainly of the person having access to, or contact with children or vulnerable persons. Vetting is carried out with the permission of the applicant by the National Vetting Bureau in Ireland and in conjunction with The Federation of Irish Sport and the organisation that they are associated with. The purpose of the vetting procedure is to establish whether there is any criminal record or specified information relating to the applicant that may deem them unsuitable to work with children or vulnerable persons on behalf of their organisation.

The Federation of Irish Sport – Registered to administer vetting



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The Federation of Irish Sport is a registered organisation with the National Vetting Bureau (NVB) for the purpose of conducting vetting on behalf of our member organisations. Responsibility has been placed on each organisation to determine who should be vetted in accordance with legislation. The National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 – 2016 defines these people as undertaking relevant work “any person who is carrying out work or activity, a necessary and regular part of which consists mainly of the person having access to, or contact with, children or vulnerable adults”.

It is the responsibility of each organisation to determine which roles merit a person being vetted.

The Federation of Irish Sport do not make decisions in respect of the suitability of an applicant for a position, this is the sole responsibility of the registered National Governing Body.

Disclosure information is available only to those in the organisation who are registered with the Federation of Irish Sport as the “Garda Vetting Contact Person”.

Data Protection and Storage

The applicants ID form and a copy of the applicants’ disclosure will be retained by The Federation of Irish Sport Liaison Person for a period of 12 months except in circumstances where there is a positive disclosure after this point the documentation will be disposed of and destroyed in a secure manner.

No information regarding the content of any disclosure is recorded on the database. The disclosure document is securely kept in a locked cabinet with access only by a Liaison Person.

All Data is kept in accordance with the Data Protection Acts 1988/2003 by the Liaison Person on behalf of the Federation of Irish Sport. All information is kept in a secure cabinet at Federation of Irish Sport, Irish Sport HQ, National Sports Campus, Blanchardstown, Dublin 15.

All enquiries regarding vetting with the Federation of Irish Sport may be forwarded to Sarah Maloney – sarah.maloney@irishsport.ie

Policy has been approved



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This Policy will be reviewed and updated on an annual basis, or sooner if deemed necessary.

This policy has been approved and authorised by:

Name: Mary O'Connor

Position: CEO Federation of Irish Sport

Date: 25th May

Signature:

A handwritten signature in black ink, appearing to read "Mary O'Connor", with a long horizontal line extending to the right.