



(ACCILENTED AGENCIES COSTOMERS)						
SECTION 1: PERSONAL INFORMATION - Use BLOCK LETTERS and black ink to complete this form. Mark check boxes with an (X)						
Given Name Middle Name						
Surname Surname						
Gender: O Male O Female O Unknown/Other Date of Birth // // // // // // // // // // // // //						
Place of Birth (required)						
Suburb/Town State Country						
Current Residential Address (required)						
Unit No. Street No. Street Postcode						
Suburb State Country						
Additional Details If more room is required, list on separate sheet, sign and send the sheet with this application form. Additional sheet included? Yes No						
Previous names (if applicable)						
Given Name Middle Name						
Surname Type: O Maiden O Previous O Alias						
5 Year Previous Address						
Unit No. Street No. Street Postcode						
Suburb State Country						
5 Year Previous Address						
Unit No. Street No. Street Postcode						
Suburb State Country						
Contact Details						
Phone: Private Business Mobile						
Email						



SECTION 2: PROOF OF IDENTITY					PLEASE TICK	
When applying for a national police history check it is necessary for you to verify your identity in line with Australia's National Identity Security Strategy. To achieve this, you must at a minimum: provide four (4) documents all four (4) documents cannot be drawn from a single category it is strongly recommended to try and use a document from each category In combination, your documents must include your full name, date of birth, and a photograph						
Con	nmencement of identity documents					
(a)	full Australian birth certificate (not an extract	or birth card)			О	
(b)	current Australian passport (not expired) + nu	mber			О	
(c)) Australian visa current at time of entry to Australia as a resident or tourist				0	
(d)	ImmiCard issued by Department of Home Affa to prove their visa and/or migration status an		ment of Immigration and Border Prote	ction) that enables the cardholder	О	
(e)	certificate of identity issued by Department of	f Foreign Affairs and Trad	e (DFAT) to refugees and non-Australia	n citizens for entry to Australia	О	
(f)	document of identity issued by DFAT to Austra	llian citizens or persons w	ho have the nationality of a Commonv	vealth country for travel purposes	0	
(g)	certificate of evidence of resident status.				0	
Prir	nary use in the community documents					
(a)	current Australian drivers licence , learner per same name as claimed + number + state	mit or provisional licence	issued by a state or territory, showing a	signature and/or photo and the	0	
(b)	Australian marriage certificate issued by a sta	ete or territory (church or	celebrant-issued certificates are not ac	cepted)	0	
(c)	current passport issued by a country other that	n Australia with a valid ei	ntry stamp or visa + number + issuing (country	0	
(d)	current \boldsymbol{proof} of \boldsymbol{age} or \boldsymbol{photo} identity \boldsymbol{card} iss	ued by an Australian Gove	ernment agency in the name of the app	olicant, with a signature and photo	0	
(e)	current shooters or firearms licence showing a	signature and photo (not	minor or junior permit or licence) + nu	mber	0	
(f)	for persons under 18 years of age with no oth photo.	er Primary Use in Commui	nity Documents, a current student iden	tification card with a signature or	О	
Sec	ondary use in the community documents					
(a)	certificate of identity issued by DFAT				0	
(b)	(b) document of identity issued by DFAT				0	
(c)	convention travel document secondary (Unite	d Nations) issued by DFA	Т		0	
(d)	(d) foreign government issued documents (for example, drivers licence)				0	
(e) Medicare card + number				0		
(f)	(f) enrolment with the Australian Electoral Commission				0	
(g) security guard or crowd control photo licence				0		
(h)	(h) evidence of right to an Australian government benefit (Centrelink or Veterans' Affairs)				0	
(i)	(i) consular photo identity card issued by DFAT				0	
(j)	(j) photo identity card issued to an officer by a police force				0	
(k)	photo identity card issued by the Australian C	efence Force			0	
(I) photo identity card issued by the Australian Government or a state or territory government				0		
(m) Aviation Security Identification Card				0		
(n) Maritime Security Identification card				0		
(o)	credit reference check				0	
(p)	Australian tertiary student photo identity do	ument			0	
(q)	Australian secondary student photo identity	document			0	
(r)	certified academic transcript from an Australi	an university			0	
(s)	trusted referees report				0	
(t)	bank card				0	
(u)	credit card				0	
Doc	ument typeDocum	ent no:	Document type	Document no:		
Doc	ument type Docum	ent no:	Document type	Document no:		
IDs	Ds sighted by (Fullname) : Position:					
			Date IDs sighted:			

Department: _

Signature: ___



Please note that it is an Australian Criminal Intelligence Commission (ACIC) requirement of fitzwork to link identity documents to you as an individual as a part of the application process. To do so, it may be necessary to require additional documents to be uploaded as well as make all enquiries necessary to satisfy this requirement.

fitzwork is required, and will report any suspicion of identity fraud detected on the platform to the relevant Australian Police Service and the ACIC. Applications must be made by the individual for whom the check is sought, or somebody authorised to make the application on the applicant's behalf (e.g. parent, legal guardian or authorised agent). The link between identity documents and the applicant must still be satisfied by fitzwork. Applicants are only required to provide identity documents for their primary name, not for any previously known names. If identity documents are provided using a former name (e.g. maiden name) evidence of the name change must be provided in addition to the minimum four (4) identity documents.

If you have a legitimate reason prohibiting you from meeting these verification of identity requirements, special provisions can be used to verify your identity. If this applies to you please go to https://www.fitzwork.com.au/Documents/General/IdRequirements.pdf, or click here.

SECTION 3: ACCREDITED AGENCY DETAILS

Accredited Agency (Legal Name)

ABN:

ABN:

Equifax Australasia Workforce Solutions Pty Ltd t/as fitzwork.com.au

86 080 799 720

SECTION 4: AUTHORISATION TO DISCLOSE OF PERSONAL INFORMATION

Is the result of the national police history check to be forwarded/disclosed only to the accredited agency named in Section 3 above? • Yes **V** No If NO: I authorise the result of the national police history check to be forwarded/disclosed to the following employer/organisation:

Employer/Organisation (Legal Name):

Department of Fire and Emergency Services

39 563 851 304

SECTION 5: PURPOSE OF THE NATIONAL POLICE HISTORY CHECK

Provide details of relevant position/entitlement, place of work and whether you have contact with vulnerable groups. e.g. Client Services Officer in a call center, Janitor at a school, Nurse in aged care facility with direct care of disabled & aged persons or Flight Attendant with direct care of children).

Purpose/Description of Duties

- ✓ Administration Officer, Aged Care Favility, Canberra ACT, Supervised contact with Vulnerable
- ✔ Plumber, domestic work sites, Albury NSW, Unsupervised contact with Vulnerable
- Liquor license, XYZ Bottle Shop, Bunbury WA, No contact with Vulnerable



Position: ___

STAFF-IN-CONFIDENCE (WHEN COMPLETED) **NATIONAL POLICE CHECKING SERVICE (NPCS) APPLICATION/CONSENT FORM**

	.com.	au	(ACCREDITED AGENCIES - CUSTOMERS	5)
SECT	TION 6: CONSENT TO OBT	AIN PERSONAL INFORMATION	V Committee of the comm	
				hereby:
Give	n Name (Current)		Family Name (Current)	
1. i i 2. i i 3. l i 4. i 5. i 6. i 6. i 6	acknowledge that I h in the Commonwealt understand that the r Convictions legislatio have fully completed previously used by m acknowledge that the acknowledge that the Australian Criminal In consent to: i. the Australian Cr agencies; ii. the Australian p of convictions ar disclosed in acco the disclosure of iii. the Australian of the Accredited iv. where applicab in Section 4 of acknowledge that an form; acknowledge that an	th and many States and Tenational police history chen may apply; this Form, and the persone, and is correct; exprovision of false or mise. Accredited Organisation telligence Commission (Acriminal Intelligence Commodice agencies disclosing the outstanding charges, in ordance with the laws of the false information, disclosion organisation named in Sele, the Accredited Organistis form personal inform y information provided by	rmation sheet and understand that critories protects "spent conviction eck for which I am applying may be anal information I have provided in sleading information is a serious of named in Section 3 of this form is CIC) and the Australian police ager assistion (ACIC) disclosing personal into the Australian Criminal Intelligent in the Australian Criminal Intelligent in the Commonwealth, States and Tering in accordance with the policies mission (ACIC) providing the information 3 of this form, in accordance station named in Section 3 of this form, in accordance station about me to assess my suitary me on this Form, relates specificated the Australian police agencies or	e in a category for which exclusions from Spent it relates to me, contains my full name and all name fence; collecting information in this Form to provide to the ncies; information about me to the Australian police ice Commission (ACIC), from their records, details eptance of a plea of guilty by a court, that can be ritories and, in the absence of any laws governing
9. / 10. 6 11. 6 1	Acknowledge that an my own risk and I am acknowledge that pe g of this form (including acknowledge that it is use for their respection acknowledge that the officer can be contact understand that the officer can be contact understand that the officer that the officer can be contact understand the officer can be contact under	ry information sent, by man aware of the consequent rsonal information that I program of the consequent of the contractors or related is usual practice for an apply elaw enforcement purpoy dispute the Police Historian in the first instance; a Accredited Organisation ted on 1300 525 525 or via ACIC Privacy Officer can be uprovide on this form, as	ces of these methods of lodgement provide in this Form may be disclost bodies corporate) located in Austraplicant's personal information to be oses including the investigation of ry Information contained within man is MERCURY GROUP OF COMPANIE a mail to Mercury Privacy Officer, 1 e contacted on (02) 6268 7000 or and which the Australian Criminal In	sed to the Accredited Organisation named in Section alia or overseas for administrative purposes; e disclosed to Australian police services for them to any outstanding criminal offences; y National Police History Check by contacting the SPTY LTD t/a fitzwork.com.au and the Privacy 19 Cecil St South Melbourne VIC 3025; and privacy@ACIC.gov.au or GPO Box 1573 Canberra City ontelligence Commission (ACIC) provides to the
statu	itory obligations req	uire otherwise.	s form, on receipt of the form, will Date:	be used only for the purpose stated above unless
PAR	ENT/GUARDIAN Consent	: - If you are under 18 year of	age provide consent below from a pare	nt/guardian
P	arent/Guardian Signatu	ге:		Date: /
P	arent/Guardian name p	rinted in full:		
OFFI	CE USE			
Check	c Urgency:	○ Normal ○ Urgent	Type of Check	: O Employee O Volunteer
Vulne	rable People check:	○ Yes ○ No	IDs Checked:	O Yes O No



HOW IS MY NATIONAL COORDINATED CRIMINAL HISTORY CHECK RESULT DETERMINED?

Police information is disclosed in accordance with applicable spent conviction legislation and information release policies of the Australian Government and state and territory governments.

These links may help you source information on spent convictions:

Australian Government www.legislation.gov.au Australian Capital Territory www.legislation.act.gov.au **New South Wales** www.legislation.nsw.gov.au Northern Territory www.legislation.nt.gov.au Queensland www.legislation.gld.gov.au South Australia www.legislation.sa.gov.au Tasmania www.thelaw.tas.gov.au Victoria www.police.vic.gov.au

Western Australia www.legislation.wa.gov.au

HOW DO I DISPUTE MY RESULT?

If you do not agree with the results of your nationally coordinated criminal history check, contact the accredited body or, if applicable, its legal entity customer, using the contact details on page 3 and tell them you want to dispute the result. The accredited body or its legal entity customer accepts and escalates all disputes.

PROVIDING INCOMPLETE, FALSE OR MISLEADING INFORMATION

You must take reasonable steps to ensure you provide accurate, complete and up-to-date personal information. Withholding and/or providing misleading, or false information on this form is a Commonwealth offence and you may be prosecuted under the Criminal Code Act 1995 (Cth).

If you become aware you have provided incorrect information you must contact the accredited body as soon as possible.