

GARDA CENTRAL VETTING UNIT



2008



Garda Vetting - Overview

- ❖ Garda Central Vetting Unit is based in Thurles Co Tipperary. Garda Vetting is not conducted by Gardai at local level.
- ❖ Organisations seeking Garda Vetting for their employees, volunteers or students must register with the Garda Central Vetting Unit.
- ❖ The function of the Garda Central Vetting Unit is to disclose details regarding *‘all prosecutions, successful or not, pending or completed, and/or convictions recorded in the State or elsewhere’* in respect of an individual applicant to a registered organisation.
- ❖ Legislation is currently being drafted which will underpin all current Garda Vetting procedures and broaden the current disclosure framework.
- ❖ Within the current expansion programme the objective is to extend Garda Vetting, on a phased basis, to all organisations employing personnel in a full time, part time, voluntary and/or student placement capacity to work with children and/or vulnerable adults.



Management of Garda Vetting Applications

- Following registration and training, the Authorised Signatory in the registered Organisation is issued with a registered number for utilisation on all Garda vetting application forms.
- Authorised Signatory in registered organisation is liaison person between organisation and G.C.V.U.
- The Vetting Subject gives their written authorisation on a Garda Vetting application form for the G.C.V.U. to disclose details of “*all prosecutions, successful or not, pending or completed, and/or convictions recorded in the State or elsewhere*” in respect of them to the registered organisation.
- Forms validated by the Authorised Signatory and submitted directly by them to G.C.V.U..
- For reasons of data security, details regarding individual applicants will not be discussed over the phone with anyone except the Authorised Signatory who submitted the application form.



Management of Garda Vetting Disclosures

- All Disclosures received from the Garda Central Vetting Unit should be managed within a Legislative, Human Rights and Natural Justice framework.
- Registered Organisations should formulate a policy as to what disclosures affect what positions and appoint a decision maker or decision making committee to assess the suitability of applicants for positions within the organisation.
- Registered Organisations must make their own decisions in relation to the suitability or otherwise of applicants for positions in their organisation.
- The function of the G.C.V.U. in the process extends solely to providing a disclosure to the Registered Organisation.
- There is a dispute procedure in place to manage any instances where a vetting subject disputes any detail contained in their Garda Vetting Disclosure.



Benefits of Garda Vetting Procedures

- Protection of Children and Vulnerable Adults.
- Protection of the Registered Organisation.
- Management of risk in respect of former offenders.
- One component part of a professional Human Resource recruitment and selection practice.
- Key element in the delivery of comprehensive and robust child protection system in this State.



***Garda Central Vetting Unit, Racecourse Road,
Thurles, Co. Tipperary.***

Contact Re: Garda Vetting Applications

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