

EVIDENCE OF IDENTITY INFORMATION SHEET FOR PARTICIPANTS OF HIGH RISK WORK LICENCE ASSESSMENTS

OCTOBER 2016

SafeWork NSW require all participants of high risk work licence training and assessment to provide a minimum of 100 points original evidence of identity documents.

Assessment is unable to commence until the evidence of identity documents have been sighted and recorded by the assessor.

The table below outlines the acceptable evidence of identity and points value.

EVIDENCE OF IDENTITY REQUIREMENTS

Remember:

- The combination of documents presented to the SafeWork NSW accredited assessor must include your date of birth, current NSW residential address, photograph and signature.
- Documents provided must be original. Certified copies will not be accepted.
- You may only use one primary document.
- You do not have to provide a primary document, you may use a combination of secondary documents.
- If you provide more than one credit card, savings account card or statement, they must be from different financial institutions.
- If you provide more than one utility bill, they must be from different utility providers.
- All documents provided must contain your name in full, not just your initials.

EVIDENCE OF IDENTITY	Point value
Primary documents (Note: only one primary document can be provided)	
Australian Birth Certificate/card issued by the Registrar of Births Deaths and Marriages	70pts
Passport – Australian or international (current or expired within last two years, but not cancelled)	70pts
Australian citizenship certificate	70pts
Secondary documents	
Current Australian driver's licence	40pts
Current Australian learner driver's licence/permit	40pts
Current Australian boat operator's photo licence (Note: only the Personal Watercraft Licence is issued in NSW with a photo and is acceptable. The NSW non-photo boat licence is not acceptable).	40pts
Current NSW firearms photo licence	40pts
Current Australian issued high risk work photo licence	40pts
Current state/territory proof of age or photo card (for example a RMS issued photo card)	40pts
Australian defence or Police photo ID card	40pts
Department of Veterans Affairs card	25pts
Current Centrelink card	25pts

Secondary documents (continued)	
Property (council) rates notice	25pts
Property lease agreement	25pts
Home insurance document	25pts
Utility bills - for example water, electricity, gas	25pts
Telephone account	25pts
Current Medicare card	25pts
Current motor vehicle registration or insurance document	25pts
Credit/savings cards/bank statements	25pts

Correctional facility	
Correctional centre inmate master index number photo card	40pts
Correctional centre inmate master index number card	5pts
Letter of verification from the department of corrective services	25pts

Note: Corrective services evidence of identity documentation is only applicable to inmates of correctional facilities.