

Information on Garda Vetting

Available FREE to all paid up ILAM Facility Operator members

Function – to disclose details regarding all prosecutions successful or not, pending or completed and/or convictions in respect of an individual applicant to a registered organisation

IMPORTANT TO NOTE:

- Garda Vetting is NOT done at local level
- Garda Vetting DOES NOT PROVIDE ‘CLEARANCE’ for persons working with children or vulnerable adults

Procedures

When employee vetting is required

- E-mail or write to ILAM for the necessary forms to be sent out
- ILAM post forms for completion

Facilities duties

- Employee completes standard form clearly and signs it (giving permission for any details revealed to be sent to ILAM)
- Form received by ILAM
- Authorised signatory completes further administration needed before sending to the Garda Central Vetting Unit
- Form received by Garda Central Vetting Unit
- Disclosure report sent to ILAM authorised signatories (confidentially)
- Outcome report provided (verbally or written) to employer by authorised ILAM staff (this may vary depending on information received from An Garda Síochána)

All Owners/Managers/Supervisors must be vetted along with all other staff.

Data Protection is a Human Right of every citizen of the state

Authorised ILAM Signatories are bound to adhere to strict confidentiality law

For further information contact:

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