

Riverina Plant Operators School Pty Ltd



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ID REQUIREMENTS FOR HIGH RISK WORK ASSESSMENT

To be eligible to complete a NSW High Risk Work Licence Course, you **MUST** provide 100 points of ID for the licence assessment. This will be checked on day 1.

Only the I.D. documents listed on page 2 of this information sheet can be accepted.

All documents **must** be originals and **in your name**. A photocopy or Certified True Copy can **NOT** be accepted.

The combination of I.D documents must also show the following:

1. Your date of birth.
2. Your current **residential address**.
3. A photograph of yourself.
4. A sample of your signature.

YOU CAN NOT START THE COURSE IF:

- you do not have enough ID points,
- a document does not comply,
- your documents do not show your date of birth, a current NSW residential address, a photo, a sample of your signature.

If you have any doubts about your ID documents RING US for advice.

WORKSAFE NSW IDENTITY REQUIREMENTS FOR HIGH RISK WORK LICENCE ASSESSMENT

7. EVIDENCE OF IDENTITY (EOI)

You are required to show the accredited assessor original EOI documents that add up to at least 100 points. Certified copies will not be accepted.

- The table below outlines the acceptable EOI documents and points value allocated to each document.
- The combination of EOI documents must contain your date of birth, current residential address, photograph and signature.
- The documents you provide to the assessor generally should be the same documents you provide to the Australia Post customer service officer when lodging your *Application for national licence to perform high risk work – new application* form (catalogue no. WC02084).
- If you use more than one credit card, savings account card or statement, they must be from different financial institutions.
- If you use more than one utilities bill, they must be from different utilities providers.
- All documents provided must contain your name in full, not just your initials. The only exception is a council rates notice.

I provide the following documents as evidence of my name, date of birth, current address and signature:

Primary documents (Note: only one primary document can be provided)	Point value
<input type="checkbox"/> Full Australian Birth Certificate/Birth card (issued by the Registrar of Births, Deaths and Marriages) No: <input style="width: 100px;" type="text"/> State: <input style="width: 50px;" type="text"/>	70pts
<input type="checkbox"/> Australian or international passport (current or expired within last two years but not cancelled) No: <input style="width: 100px;" type="text"/> Country of issue: <input style="width: 100px;" type="text"/>	70pts
<input type="checkbox"/> Australian citizenship certificate No: <input style="width: 100px;" type="text"/>	70pts

Secondary documents

<input type="checkbox"/> Current Australian drivers licence No: <input style="width: 100px;" type="text"/> State: <input style="width: 50px;" type="text"/>	40pts
<input type="checkbox"/> Current Australian state or territory photo/proof of age card (eg NSW RTA issued photo card) No: <input style="width: 100px;" type="text"/> State: <input style="width: 50px;" type="text"/>	40pts
<input type="checkbox"/> Current Australian learner drivers licence/permit No: <input style="width: 100px;" type="text"/> State: <input style="width: 50px;" type="text"/>	40pts
<input type="checkbox"/> Current Australian boat operators photo licence (eg NSW PWC photo card) No: <input style="width: 100px;" type="text"/> State: <input style="width: 50px;" type="text"/>	40pts
<input type="checkbox"/> Current NSW firearms photo licence No: <input style="width: 100px;" type="text"/>	40pts
<input type="checkbox"/> Current Australian issued NCOC photo licence (post 2006) or high risk work licence No: <input style="width: 100px;" type="text"/> State: <input style="width: 50px;" type="text"/>	40pts
<input type="checkbox"/> Australian Police or Dept of Defence card (with photo) No: <input style="width: 100px;" type="text"/>	40pts
The following EOI documents have a points value of 25 each	
<input type="checkbox"/> Medicare card	<input type="checkbox"/> DVA card
<input type="checkbox"/> Centrelink card	<input type="checkbox"/> Savings card or bank statement
<input type="checkbox"/> Motor vehicle registration papers	<input type="checkbox"/> Credit card
<input type="checkbox"/> Telephone account	<input type="checkbox"/> Utility Bill (ie water electricity, gas)
<input type="checkbox"/> Home insurance papers	<input type="checkbox"/> Property lease agreement
<input type="checkbox"/> Motor vehicle insurance papers	<input type="checkbox"/> Property (council) rates notice
<input style="width: 50px;" type="text"/> @ 25pts = <input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/> @ 25pts = <input style="width: 50px;" type="text"/>
<input style="width: 50px;" type="text"/> @ 25pts = <input style="width: 50px;" type="text"/>	
Correction facility inmates only	
<input type="checkbox"/> Letter of verification from the Department of Corrective Services	25pts
<input type="checkbox"/> Correction centre inmate MIN card (photo)	40pts
<input type="checkbox"/> Correction centre inmate MIN card (non-photo)	5pts
Total points	<input style="width: 100px;" type="text"/>

ON THE DAY OF THE LICENCE ASSESSMENT:

- You **MUST HAVE** 100 Points of ID.
- The assessor **CAN NOT ACCEPT** less than 100 points.
- The assessor **CAN NOT ACCEPT** ID not listed above.
- The assessor **CAN NOT ACCEPT** ID that is not in your name.
- The assessor **CAN NOT ACCEPT** ID that is not current.
- The assessor **CAN NOT ACCEPT** photocopies or certified true copies.
- The combination of ID documents must show your date of birth, your NSW **residential address**, your photograph and a sample of your signature.