

# AMBRIS SPECIAL INFORMATION BULLETIN

## 01/2014

### May 2014

#### Changes to National Police Certificate requirements

AIS Compliance Unit has recently reviewed its receipting of current National Police Certificates (NPC) in line with other Departments as follows:-

- ❖ Accepting faxed copies of NPCs from Motor Body Examiners (MBE's). This is seen as an unacceptable means of processing NPCs and we should accept original copies only.
- ❖ Accepting "National Criminal History Checks" from a Crimtrac accredited company. DIER has received advise that they do not contain traffic/driving offences that has occurred in Tasmania and will no longer be acceptable.
- ❖ Accepting NPC's as current if it is dated within 12 months of being obtained. This time period was seen as unacceptable.

#### What will happen now?

In line with current business rules and practices from **1 July 2014** AIS Compliance Unit will:-

1. No longer accept faxed copies of NPCs, which can only be provided by either:
  - a. Mailing original copy directly to the AIS Compliance Unit. DIER will return the original certificate to you.
  - b. Mailing copy of NPC that has been certified by Service Tasmania as a "certified true copy" directly to the AIS Compliance Unit.
2. Only accept NPCs issued by a Police Authority.
3. Only accept current NPCs that are dated within 90 days of being obtained.

An Application to obtain a NPC is available at any Service Tasmania outlet or Police Station or can be downloaded from:-

<http://www.police.tas.gov.au/services-online/police-history-record-checks/>

#### Questions

Further questions regarding National Police Certificates should be directed to AIS Compliance Unit on (03) 6166 3271