NSW GOVERNMENT | WorkCover

Work Health and Safety Act 2011 (WHS Act)
Work Health and Safety Regulation 2011 (WHS Regulation)

March 2014

Evidence of identity information sheet for participants of high risk work licence assessments

WorkCover 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 WorkCover 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.

Primary documents (Note: only one primary document can be provided)	Point value
☐ 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 (eg a RMS issued photo card)	40pts
☐ Australian defence or Police photo ID card	40pts
☐ Department of Veterans Affairs card	25pts
☐ Current Centrelink card	25pts
☐ Property (council) rates notice	25pts
☐ Property lease agreement	25pts
☐ Home insurance papers	25pts
☐ Utility bills – eg water, electricity, gas	25pts
☐ Telephone account	25pts
☐ Current Medicare card	25pts
☐ Current motor vehicle registration or insurance papers	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.

Catalogue No. **WC01275** WorkCover Publications Hotline **1300 799 003**
WorkCover NSW, 92–100 Donnison Street, Gosford, NSW 2250
Locked Bag 2906, Lisarow, NSW 2252 | Customer Service Centre **13 10 50**
Website **workcover.nsw.gov.au**

ISBN 978 1 74341 516 0 ©Copyright WorkCover NSW 0314

WORK SAFE HOME SAFE