

Police Clearance Certificate

An applicant who has lived outside the island of Ireland (Republic of Ireland and Northern Ireland) as an adult, i.e. while over the age of 18, must provide Bus Éireann with a police clearance certificate from **each of the countries** in which they previously resided. Each police clearance certificate must be dated **after** the date the applicant finally left each country.

This police clearance process is mandatory in order to perform work with children and vulnerable adults.

A police clearance certificate may also be known under a different name in each country such as *International Child Protection Certificate* or *Enhanced Disclosure*.

**Please note: Bus Éireann will not accept
'Basic Disclosures' or 'Disclosures for Visa Purposes'.**

Bus Éireann will reject applications that fail to include the correct police clearance certificate(s). The application will be deemed incomplete in these circumstances.

**Obtaining police clearance from other countries is the responsibility of the Applicant
and no cost will be borne by Bus Éireann.**

For more information on obtaining a police clearance certificate an applicant may find it helpful to contact the Embassy of each country they previously resided in.

Where any police clearance certificate is not in the English language the applicant must also provide a certified translated copy.

The websites listed below may be of assistance to applicants.

Note: Police clearance for the countries listed will only be accepted from the relevant organisations below:-

Australia: Australian Federal Police – Complete Disclosure Required – Please select Purpose of Check - 33
<https://www.afp.gov.au/what-we-do/services/criminal-records/national-police-checks#national-police-certificates>

Germany: Federal Office of Justice www.bundesjustizamt.de

Poland: The Minister of Justice
www.ms.gov.pl/en/national-registers/national-criminal-register/

Spain: Ministry of Justice
www.mjusticia.gob.es/cs/Satellite/en/1200666550200/Tramite_C/1215326258560/Detalle.html

New Zealand: New Zealand Ministry of Justice
<https://www.justice.govt.nz/criminal-records/>

United Kingdom: ACRO Criminal Records Office, National Police Chiefs' Council – International Child Protection Certificate (ICPC) required <https://www.acro.police.uk/icpc/>

United States of America: Federal Bureau of Investigation
<https://www.fbi.gov/services/cjis/identity-history-summary-checks>

Please note that valid security/police clearance from the USA must be obtained from the **FBI only**. FBI Clearance applies to all of the USA. Individual US state clearance (e.g. New York State Clearance) will not be accepted.