



O.N.A.K.A.I.

Official National Amateur Karate Association of Ireland

National Governing Body for Karate in Ireland

GARDA VETTING Sport Sub-Committee (GVSC)

1. MEMBERSHIP

1. The GV sub-committee shall comprise of 3 members, including the 2 LIAISON OFFICERS (LV) and NATIONAL CHILDREN'S OFFICER (NCO).

2. DUTIES

The GV sub-committee is tasked with:

1. Responsibility for ensuring O.N.A.K.A.I. Garda Vetting Policies and Procedures are effectively implemented in accordance with the National Vetting Bureau (Children & Vulnerable Persons) Acts 2012-2016
2. Creating Database of Information in accordance with the NGB's GV Policies and Procedures and in accordance with legislative provisions,
3. Ensuring transparency and compliance with the NGB's Policies and Procedures on GDPR and relevant legislation.
4. Issuing Certification, scheduling renewals on behalf of the NGB and its members.
5. Preparing statistical report for the Executive as requested.
6. Assisting with Member appeals to NGVB.
7. Assisting with Member appeals to GVSC
8. Liaise with the PRO in relation to all campaigns and promotions such as raising awareness of legislative and procedural changes impacting GV.
9. Annually, provide a written report which will be delivered at the AGM
10. Act at all times in a manner which encapsulates the O.N.A.K.A.I. values of integrity, accountability, respect, quality and communication.

3. FORMATION

1. Upon formation of the GV Sub-Committee members will be invited to stand for two years after which members will have an opportunity for re-election for a further term to a maximum of three two-year terms.
2. The subcommittee shall have a minimum of three members, over 18 years of age and be fully inclusive of gender, race, nationality and ability.
3. The NGB Executive Committee may appoint additional members to the Commission in order to ensure a fair balance in terms of gender, and geography.



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4. MEETINGS

1. The GVSC shall convene on receipt of Positive Disclosure and follow procedure for assessment as set out in the GV Policy.
2. GVSC shall meet at least 2 times per year to review any policies, procedures in light of any legislative changes, as well as to review any statistical information as may be required from time to time.
3. The quorum shall be 3
4. Notice of the meeting, including agenda, time and venue and all relevant documents will be forwarded to each member of the Committee no less than one week prior to the meeting.
5. Minutes shall be circulated to all members of the promptly after the meeting.
6. Any changes to Policies and procedures will be forwarded to the Executive for consideration.

5. NGB POLICIES & RULES

1. The Sub-Committee and its members will be subject to the policies and rules of the NGB are as set out in the NGB Constitution, Code of Conduct, Policy for the Safeguarding of Young People, Inclusion and Disability Policy, Disciplinary policy and GDPR Policy, at all times.
2. Sub-committee members are required to read and implement these policies while undertaking their duties.
3. All members are required to undergo Garda Vetting as defined by National Vetting Bureau (Children and Vulnerable Persons Act 2012).

Approved by the Board: [enter date]



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