

Licence to Perform High Risk Work

Providing proof of identity

It is a requirement for a Licence to Perform High Risk Work that you provide proof of your identity to WorkSafe Victoria when you lodge your application. An Australia Post Customer Service Officer will ask you to provide documents of identity that add up to at least 100 points. The combination of documents supplied should, as a minimum, show evidence of your full name, date of birth, current residential address, your signature and a photo of yourself. All documents must be original.

Proof of identity documents must be from the list below:

Document Type	Document	Point Value
Primary Documents		
You may use only ONE Primary Document	Full Birth Certificate or Birth Card issued by the Registrar of Births, Deaths and Marriages	70
	Passport (current or expired within the last two years, but not cancelled)	70
	Australian Citizenship Certificate	70
Secondary Documents		
You are allowed to use one of the following secondary documents for the value of 40 points; additional documents can be awarded 25 points	Australian Photo Drivers Licence	40
	Australian Photo Learner Permit	40
	Victorian Boat Operator Photo Licence	40
	Victorian Firearm Photo Licence	40
	State or Federal Government Employee Photo Identity	40
Must contain a photo or signature that can be matched to the applicant	Victorian Licence to Perform High Risk Work Card	40
	Centrelink Card (Must contain a photo or a signature)	40
	Department of Veterans Affairs Card	40
	Photo Identity Card issued by a Tertiary Education Institution	40
You are allowed to use a combination of the following secondary documents	Medicare Card	25
	Council Rates Notice	25
	Property Lease/Rental Agreement	25
	Telephone Account	25
	Motor Vehicle Registration or Insurance Documents	25
	Professional or Trade Association Card	25
If you wish to use more than one of these documents they must be from different organisations	Utilities Account (e.g. Gas, Electricity, Water)	25
	Credit/Account Card	25
	Bank Statement	25

What if I can't provide sufficient Identification?

If you are unable to provide documents that meet the requirements for proof of identity, please contact the WorkSafe Victoria Licensing Branch and they will check your identity via other means and issue you with a letter to enable you to lodge your application. This process will take longer and may require the applicant to provide other documentation.