



Blue Card information required for the annual Safe Church audit

C/2.1.13.5

Blue Card register requirements

To comply with the Act, each church council is required to demonstrate that all church council members, lay workers and volunteers in child-related roles have a valid linked Blue Card or Exemption Card. The annual Safe Church audit requires an excerpt of the congregations Blue Card register to show compliance.

Blue Card record requirements for the annual Safe Church audit:

- Date that the initial positive notice was received, or the date that the card was validated online
- Blue Card or Exemption Card expiry date
- Type of card
- The card is linked to the organisation
- A card is required for the role

A table is shown below as an example.

Name	DOB	Card Number	Role requires a Blue Card	Positive notice date or date the card was validated	Card Type	Expiry Date	Card is linked
First Name Last Name	DD/MM/YYYY	12345/6	Yes	DD/MM/YYYY	V	DD/MM/YYYY	Yes
First Name Last Name	DD/MM/YYYY	123456/7	Yes	DD/MM/YYYY	P	DD/MM/YYYY	Yes

Revisions

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3.0	16.01.2024	Strategic Risk Manager	16.01.2024	Executive Director, Strategic Resources and Assurance	Safe Church Assurance and Support Officer
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