**Federation of Irish Sport E-Vetting Steps**

**Applicant completes E-vett I.D. Form (NVB1)**

**Applicant forwards completed I.D. form (NVB1) and relevant I.D. to Contact Person in NGB**

**Contact Person checks form is fully completed and posts to FIS. FIS Authorised Signatory uploads applicants details to NVB portal**

**Applicant receives email link from NVB to complete vetting form online**

**FIS check online applicants online form and submits to NVB**

**FIS receives an online disclosure from NVB**

**Completed online form is automatically submitted to FIS**

**FIS Authorised Signatory posts disclosure to Contact Person in NGB**

FIS – Federation of Irish Sport

NVB – National Vetting Bureau

NGB – National Governing Body

Disclosure = Result of vetting application