

Authorised witnesses for TRBWA registration processes

When you apply for teacher registration with the TRBWA, you are required to consent to a national criminal history check. This includes when you apply for renewal of registration or change of category.

As part of this process, the TRBWA is required to verify your identity. Verification must be completed by an authorised witness.

The occupations and persons listed below are authorised to verify your identity.

Verification of identity for those outside of Australia

Verification of identity may be undertaken outside Australia, if it is undertaken by a person on the following list who holds an official, administrative connection to Australia, except for a notary public (however described).

For example, a doctor who is registered to practise medicine in Australia may verify the identity of an applicant for the purposes of teacher registration when they are overseas. A doctor who is registered to practise medicine in a country other than Australia, however, may not.

The following persons can also verify your identity if you are outside of Australia:

- notary public who is appointed overseas
- employee of the Australian Trade and Investment Commission who is:
 - in a country or place outside Australia
 - authorised under paragraph 3(d) of the *Consular Fees Act 1955*
 - exercising his or her function in that place
- employee of the Commonwealth who is:
 - in a country or place outside Australia
 - authorised under paragraph 3(c) of the *Consular Fees Act 1955*
 - exercising his or her function in that place.

Please note, a statutory declaration cannot be accepted for identity verification purposes.

Listing of occupations

A person who, under a law of the Commonwealth, a State or Territory, is currently licensed or registered to practise in Australia in an occupation listed in Part 1 of Schedule 1 of the *Statutory Declarations Regulations 2023*.

| Item | Occupation |
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| 1 | Architect |
| 2 | Chiropractor |
| 3 | Dentist |
| 4 | Financial adviser or financial planner |
| 5 | Legal practitioner |
| 6 | Medical practitioner |
| 7 | Midwife |
| 8 | Migration agent registered under division 3 of part 3 of the <i>Migration Act 1958</i> |

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| 9 | Nurse |
| 10 | Occupational therapist |
| 11 | Optometrist |
| 12 | Patent attorney |
| 13 | Pharmacist |
| 14 | Physiotherapist |
| 15 | Psychologist |
| 16 | Trade marks attorney |
| 17 | Veterinary surgeon |

Listing of persons

A person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or

A person who is listed in Part 2 of Schedule 1 of the *Statutory Declarations Regulations 2023*.

| Item | Person |
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| 1 | Accountant who is: a) a fellow of the National Tax Accountants' Association, or b) a member of the following: i. Chartered Accountants Australia and New Zealand; ii. the Association of Taxation and Management Accountants; iii. CPA Australia; iv. the Institute of Public Accountants |
| 2 | Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public |
| 3 | Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the <i>Consular Fees Act 1955</i>) |
| 4 | APS employee engaged on an ongoing basis with 5 or more years of continuous service who is not specified in another item of this Part |
| 5 | Bailiff |
| 6 | Bank officer with 5 or more continuous years of service |
| 7 | Building society officer with 5 or more years of continuous service |
| 8 | Chief executive officer of a Commonwealth court |
| 9 | Clerk of a court |
| 10 | Commissioner of Affidavits |
| 11 | Commissioner for Declarations |
| 12 | Credit union officer with 5 or more years of continuous service |
| 13 | Employee of a Commonwealth authority engaged on a permanent basis with 5 or more years of continuous service who is not specified in another item in this Part |
| 14 | Employee of the Australian Trade and Investment Commission who is: a) in a country or place outside Australia; and b) authorised under paragraph 3(d) of the <i>Consular Fees Act 1955</i> ; and c) exercising his or her function in that place |

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| 15 | Employee of the Commonwealth who is: a) At a place outside Australia; and b) authorised under paragraph 3(c) of the <i>Consular Fees Act 1955</i> ; and c) exercising his or her function in that place |
| 16 | Engineer who is: a) a member of Engineers Australia, other than at the grade of student; or b) a Registered Professional Engineer of Professionals Australia; or c) registered as an engineer under a law of the Commonwealth, a State or Territory; or d) registered on the National Engineering Register by Engineers Australia |
| 17 | Finance company officer with 5 or more years of continuous service |
| 18 | Holder of a statutory office not specified in another item of this Part |
| 19 | Judge |
| 20 | Justice of the peace |
| 21 | Magistrate |
| 22 | Marriage celebrant registered under subdivision C of Division 1 of part IV of the <i>Marriage Act 1961</i> |
| 23 | Master of a court |
| 24 | Member of the Australian Defence Force who is: a) an officer; or b) a non-commissioned officer within the meaning of the Defence Force of the <i>Defence Force Discipline Act 1982</i> with 5 or more years of continuous service; or c) a warrant officer within the meaning of that Act |
| 25 | Member of the Australasian Institute of Mining and Metallurgy |
| 26 | Member of the Governance Institute of Australia Ltd |
| 27 | Member of: a) the parliament of the Commonwealth; or b) the parliament of a State; or c) a Territory legislature; or d) a local government authority |
| 28 | Minister of religion registered under Subdivision A of Division 1 of Part IV of the <i>Marriage Act 1961</i> |
| 29 | Notary public, including a notary public (however described) exercising functions at a place outside: a) the Commonwealth; and b) the external territories of the Commonwealth |
| 30 | Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public |
| 31 | Permanent employee of: a) a State or Territory, or a State or Territory authority; or b) a local government authority; with 5 or more years of continuous service, other than such an employee who is specified in another item of this Part |
| 32 | Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made |
| 33 | Police officer |
| 34 | Registrar, or deputy registrar, of a court |

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| 35 | Senior executive employee of a Commonwealth authority |
| 36 | Senior executive employee of a State or Territory |
| 37 | SES employee of the Commonwealth |
| 38 | Sheriff |
| 39 | Sheriff's officer |
| 40 | Teacher employed on a permanent full-time or part-time basis at a school or tertiary education institution. |

Important information about privacy

Your personal information is protected by law. Please refer to the *TRBWA Privacy Policy* for further information.