



Criminal Record Check FAQ

1. What is a Criminal Record Check/Vulnerable Record Check?

A criminal record check (CRC) will determine if a person has been charged or convicted of a crime.

A vulnerable sector check (VRC) is a special type of criminal record check required for employees/volunteers where they will be in a position of trust or authority over children, the elderly, persons with disabilities, or another vulnerable group. A VSC will check to see if a person has a record suspension (pardon) for sexual offences.

A vulnerable sector check involves a name-based search of the national repository of criminal convictions, a search of locally held convictions at Halifax Regional Police and a query of the pardoned sex-offender database (Halifax.ca)

2. Why do I need a Criminal Record Check/Vulnerable Sector Check?

The nature of the 2020 North American Indigenous Games places persons aged 18 years and older in a position of authority and trust over youth participants and youth volunteers. These positions will require all adult volunteers to obtain and submit a Criminal Record Check and Vulnerable Record Check.

*Children and youth are defined as those persons who are 17 years and younger.

3. Do I have to pay for my Criminal Record Check/ Vulnerable Sector Check?

When obtaining these checks for NAIG 2020 within the province of NS, there are no direct costs associated for staff/volunteers.

Volunteers living in the Halifax Regional Municipality, we ask that you apply through the Halifax Regional Police. Volunteers living elsewhere in the province, please apply through your local RCMP detachment.

Volunteers living outside of Nova Scotia, please apply through your local police detachment. NAIG 2020 will **NOT** be able to cover the cost of CRC/VSC for those volunteers from out of province/ country.

For any questions contact the Volunteer Team at volunteer@naig2020.com

4. Can I use MyBackCheck.com?

We will not be using mybackcheck.com or accepting electronic Criminal Record Checks/Vulnerable Sector Checks; there is no eligible reimbursement for volunteers who have already conducted a check via mybackcheck.com. Please apply in-person to your local detachment.

For any questions contact the Volunteer Team at volunteer@naig2020.com

5. My Criminal Record/ Vulnerable Sector Check letter states it is valid for 3 months. Does this mean I have to get another before Games time?

No, you do not have to resubmit an application before games time, this check will suffice for your NAIG volunteer commitment. Any CRC/VRC obtained for NAIG2020 will be valid until the end of games, regardless of the date submitted. The three months refers to this specific check and can only be used for volunteer or work related purposes before the expiry date listed. Should you be required to obtain either of these checks for another role, you can use the same letter within the 3 month time frame.

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6. I already have a Criminal Record Check, can I use it?

If you have a Criminal Record Check and Vulnerable Sector Check that has been issued after January 1, 2020 then yes!

However, checks issued before this date **OR** a Criminal Record Check that does not include a Vulnerable Sector Check, will need to be resubmitted.

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7. How do I get a Criminal Record Check?

For those volunteers living within HRM please proceed with the following steps:

You can apply in-person for a Criminal Record Check Monday to Friday between 8:30 a.m. to 4:30 p.m. Please bring the official NAIG 2020 CRC/VSC letter, (the letter will be sent to you via email through the screening process), and two pieces of valid government ID. You can apply at the following locations:

- Halifax Regional Police Headquarters, 1975 Gottingen Street, Halifax
- Central Division Office, Halifax Shopping Centre 7001 Mumford Road, Halifax Place Suite 202, Halifax
- West Division Office, 15 Convoy Run, Bedford

- East Division Office, 7 Mellor Avenue, Burnside Industrial Park, Dartmouth
- Spryfield Community Office, 264 Herring Cove Road, Spryfield

***Accepted identification includes:**

- Nova Scotia Driver's License or Nova Scotia ID Card (Current address)
- and one other of:
 - health card
 - birth certificate
 - Passport
 - social insurance number card

If you are a new resident to the Halifax-area and your ID has your old address on it, you must bring some form of proof of residence, e.g. a tenant agreement.

The results of your Criminal Record Check will be shared with you and then you can decide whether you want to share it with NAIG 2020. Halifax Regional Police or RCMP won't share the results of the Criminal Record Check without your consent.

For volunteers living outside of the Halifax Regional Municipality:

Please bring the approved NAIG 2020 letter in-person to your local RCMP Detachment. It is recommended to call ahead to verify what days your local detachment conducts CRC/VSC checks.

For volunteers from out of province:

Please apply through your local police detachment. The cost for CRC/VSC out of province volunteers **are not eligible** be covered or reimbursed. Unfortunately our partnerships for this program does not extend outside of Nova Scotia. We apologize for the inconvenience.

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9. How can I get reimbursed if I've already paid for a NAIG specific Criminal Record Check?

We apologize for the confusion. If a volunteer has incurred a cost by an RCMP detachment in Nova Scotia or Halifax Regional Police we are asking you to send receipts to our main office. Please state clearly your return address so we are able to mail your reimbursement to you.

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10. What if I have criminal charges that show up on my Criminal Record Check?

If charges appear on a CRC/ VRC We will reach out to you individually.