



Request For Temporary Exemption (CHAPLAINCY)

WHERE THERE IS A DELAY TO OBTAINING CRIMINAL RECORD CHECK(S)

TO: Incumbent Name
FROM: Safeguarding Officer Name

01

Applicant details

Name
Date of birth (DD/MM/YYYY)
In Application for the
Role(s) of:

02

Country information

Countries visited
for longer than
one month (since
the age of 16)

Country	From (MM/YYYY)	To (MM/YYYY)
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03

Temporary Exemption Request Details

Country Name
Reason for Exemption
Request:

04

Other Safeguarding Checks and References

Unblemished Confidential Declaration Form (CDF) received?	Yes	No
Unblemished Criminal Record Checks received from:		

Safeguarding Reference received in lieu of a criminal record check certificate? Yes No	
How many References obtained?	
Name of Referee	
Known in the capacity of:	
From (MM/YYYY)	To (MM/YYYY)
During what period?	
Date of Reference (DD/MM/YYYY)	
Date Reference Verified: (DD/MM/YYYY)	
Any concerns arising from the Reference? Yes No	
Details of any Concerns:	
Other relevant information:	

05

Temporary Exemption Ends	Date (DD/MM/YYYY)
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06

Authorisation of the Request for Exemption	Incumbent Signature	Print name
		Date (DD/MM/YYYY)
	Safeguarding Officer Signature	Print name
		Date (DD/MM/YYYY)

07

Advisor / Manager Comments	
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