



The reference guidance is as follows:

A reference must be provided from someone who can confirm that you are a fit and proper person to work in a voluntary capacity with a vulnerable family.

The following criteria on referee suitability is taken from the UK passport application counter signatory requirements.

The referee must meet all of the following criteria:

- Be a professional person (including those who are retired) for example, bank or building society officials, police officers, civil servants, ministers of religion and people with professional qualifications like teachers, accountants, engineers and solicitors
- Have known you personally for at least two years (for example, a friend, neighbour or colleague, not someone who knows you professionally)
- Live in the UK

The referee must not:

- Be related to you by birth or marriage (including in-laws or partners of family members)
- Be in a personal relationship with you
- Live at your address