



# Identity Documents

Candidates coming to interviews at Auckland DHB will have been asked to bring with them two forms of identity (one primary and one secondary from below options lists). One must include a photo of the candidate. When reviewing identity documents Hiring Managers need to take a copy of both forms of ID. This is additional to copying a person's Right to Work in NZ and practise in their field (Annual Practising Certificate).

It is most common for candidate to use passports and driver licenses for identity documentation. If other documents are presented and you are not sure of their validity, take a copy anyway and we will ensure identity is properly verified.

## PRIMARY IDENTITY DOCUMENTS

Document / Record	Issuing Agency
New Zealand Passport	Department of Internal Affairs (identity services)
Overseas Passport (may include NZ immigration visa or permit issued by Ministry of Business, Innovation and Employment [Immigration])	Overseas authority
New Zealand emergency travel document	Department of Internal Affairs (identity services)
New Zealand refugee travel document	Department of Internal Affairs (identity services)
New Zealand certificate of identity (issued under the Passports Act 1992 to non-New Zealand citizens who cannot obtain a passport from their country of origin)	Department of Internal Affairs (identity services)
New Zealand certificate of identity (issued under Immigration Act 1987 to people who have refugee status)	Ministry of Business, Innovation and Employment [Immigration]
New Zealand Firearms License	New Zealand Police
New Zealand full birth certificate issued on or after 1 January 1998 carrying a unique identification number	Department of Internal Affairs (identity services)
New Zealand citizenship certificate	Department of Internal Affairs (identity services)

## SECONDARY IDENTITY DOCUMENTS

Document / Record	Issuing Agency
New Zealand Driver Licence	New Zealand Transport Agency
18+ Card (must be current)	Hotel Association of New Zealand
Community Services Card	Ministry of Social Development
SuperGold Card	Ministry of Social Development
Veteran SuperGold Card	Ministry of Social Development
New Zealand student photo identification card	New Zealand educational institution
New Zealand employee photo identification card	Employer
New Zealand Electoral Roll record	Electoral Enrolment Centre of New Zealand Post Limited
Inland Revenue number	Inland Revenue
Steps to Freedom form	Department of Corrections New Zealand
NZ issued utility bill, issued not more than six months earlier	Utility provider

