



Obtaining a Vulnerable Sector Check in AB

As a condition of contract employment / volunteerism at FPSC, a Criminal record check including Vulnerable Sector is required prior to any contact with athletes under the age of 18. Note, that receiving the results of your sector check **can take upwards of 4 weeks**. Please allow for this when preparing to coach / volunteer.

To obtain your check:

1. Log in to the Calgary Police Service ePIC Online system:
www.calgary.ca/cps/public-services/police-information-checks.html
 - choose **Vulnerable Sector Checks**.
 - When prompted for the **Agency**, choose: Freestyle Panorama Ski Club.
 - If you don't already have an account, you'll be asked to create one.
2. You will be asked to upload a copy of 2 pieces of Government issued ID. One must contain a photo (e.g., Drivers License, Passport, etc.). The second does not need a picture (e.g., Provincial health card).
3. You will also be asked for a letter from the agency (FPSC) justifying the need for the sector check. Please use either the coach or volunteer letter as appropriate (see following pages).
4. Once your sector check is completed please forward a copy to FPSC.

Thank-you!