

# Notice

## To Lodging Parties

18 December 2015 No 182

Verification of Identity Requirements Version 2

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[Version 2 of the Registrar-General's Verification of Identity Requirements](#) (VOI Requirements) has been published today. These requirements are to come into force from 1 February 2016 and will apply to any dealings executed on or after this date. Any previous version of these requirements will be superseded from that date.

Version 2 of the VOI Requirements has been issued to align with the Verification of Identity changes made nationally to Version 3 of the Model Participation Rules (MPR) for electronic conveyancing. Version 3 of the MPR went through extensive national consultation, and changes made to the Verification of Identity rules are a result of this stakeholder feedback.

### Amendments to VOI Requirements

The main changes to Version 2 of the VOI Requirements are:

- The use of the term identity verifier throughout the Verification of Identity Standard for consistent terminology nationally.
- Definition of who can be an identity verifier under the Verification of Identity Standard.
- Clarification that the Verification of Identity Standard can be applied in whole or in part by an identity agent. For example, the representative may do some of the verification related to companies such as establishing who is authorised to sign for the company but use an identity agent to do the face-to-face Verification of Identity of the company's officers. Alternatively, the representative may engage an identity agent and direct them to undertake the Verification of Identity Standard in its entirety.
- The ability to use an expired Australian passport which has not been cancelled and was current within the preceding 2 years as identification documentation under the Verification of Identity Standard.
- Removal of the requirement to sight a visa grant notice for Australian citizens or residents using a foreign passport as an identification document under the Verification of Identity Standard.
- The inclusion of a new category of identification documents under the Verification of Identity Standard which will assist with identifying Australian citizens or residents living overseas.
- Clarification on insurance requirements for identity agents.

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- Removal of the overseas process from the Verification of Identity Standard.
- Moving the provision for previous Verification of Identity out of the Verification of Identity Standard in order to apply, whenever the requirement to take reasonable steps to verify identity was complied with in the previous 2 years.

## Guidance Note to Assist with Compliance

If you require further information on how to comply with your requirements under the VOI Requirements you may find the Australian Registrars' National Electronic Conveyancing Council's (ARNECC) [MPR Guidance Note #2](#) on Verification of Identity useful. Whilst this relates to electronic transactions, the VOI Requirements align to the requirements for electronic transactions and therefore the guidance note may be of assistance.

## Dealings Executed Overseas

The overseas process has been removed from the Verification of Identity Standard in Version 2 of the Registrar-General's Verification of Identity Requirements for national consistency with Version 3 of the MPR. ARNECC is currently negotiating a suitable process with the Department of Foreign Affairs and Trade for identifying clients overseas in order to provide greater certainty for industry in relation to such transactions. This is due to be finalised shortly. When this occurs, MPR Guidance Note #2 on Verification of Identity will be updated to include this new process. Further communication will be provided to industry once this process is finalised and the updated guidance note has been published.

## Dealings Executed Interstate

As a result of the maturity of the national Verification of Identity process and other jurisdictions commencing introduction of the process for paper transactions, I will be removing the current exemption that exists for clients signing real property dealings interstate.

This will be effective for dealings to which the VOI Requirements apply, that are executed on or after 1 February 2016.

Brenton Pike  
REGISTRAR-GENERAL  
Lands Titles Office

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