



Police Clearance – Vulnerable Sector Check Instruction Guide

Step 1: Print the “Police Clearance Request (PDF)” letter found on TRSC’s website. Fill in your personal information and sign it.

Step 2: Scan your completed form and save it electronically so that you can upload it online when asked.

Step 3: Click on the following link to start the online police clearance form
<https://ontario.tritoncanada.ca/v/public/landing/ontarioprovincialpolice/home>

Step 4: Answer preliminary questions

Question 1 – do you live in OPP jurisdiction?

If you **do not** live in OPP jurisdiction, please contact your local Police department for further assistance.

Question 2 – Are you currently 18 or over?

Volunteers under 18 do not require a “vulnerable sector check”

Question 3 - are you applying as a volunteer? **Put NO**

Question 4 - are you applying for a vulnerable sector check? **Put YES**

Question 5-12 **Put YES**

Service Options: Scroll to the third option "vulnerable sector check".

At the bottom of the "vulnerable sector check option" if you only see "employment \$41", then right below **select "show all services"**.

The **volunteer option** will appear and select **"start check"**.
DO NOT select Employment - the clearance is FREE

Step 5: Complete the online form & **attach** your completed/scanned letter from Step 2.

Step 6: Receiving your “vulnerable sector check”

Your results will be emailed to you within a couple of days. **DO NOT** open the file on your phone. Try to use a computer or laptop when viewing/saving the emailed file.

Save the PDF file right away, the link is only valid for 1 week.

If your results show that you require fingerprints then you will have to book an appointment at your closest OPP station.

Step 7: Provide a copy of your vulnerable sector check to your Convener.

If you have any questions or concerns, please contact 3rd Party
Customer Service at 1-833-909-0057