

Search Criteria Descriptions

Confirm ID: Usually obtained from two different forms of proof such as a Passport, Birth Certificate, Marriage Certificate, Drivers Licence, Utility Bill or International ID card.

Residential Premises 1: Current Address Verification, through Electoral role, Telephone directory or Land Registry

Residential Premises 2: Current and previous address verification history if current address is less than 5 years

Undeclared Links: Any additional addresses linked with the candidate's name

Bankruptcy / Insolvency: Checked via the Insolvency Office

County Court Judgements / CCJ's: Checked via a number of Credit Referencing Agencies

Notices of Correction: This verifies successful appeals against incorrect Judgements

Credit Check: Will produce a consumer report that issues a credit score (Isaac score), all credit related information including demographic information verified via a Credit Referencing Agency

Directorships: Checked against current or disqualified Directors Register

Media Archive: Searches over 170 Local, National and International sources for media footage to specified related articles

Property Ownership: Verifies Property ownership via the Land Registry

Professional Memberships: Confirmation via any recognised Professional Body such as the SIA, FSA, ICAEW, ACCA, SRA, The Law Society or other Chartered or Professional Institutes. Certificates not accepted as proof.

Professional Qualifications: Verifies via the issuing establishment for valid qualifications such as PhD, MPhil, MBA, MSc, BSc, BA, Baccalaureate, HND, HNC, BTEC and other Professional Certificates and Diplomas. Certificates not accepted as proof.

Highest Education: Verifies highest recognised qualification via issuing Establishment. Certificates not accepted as proof.

Top 2 Education: Verifies the two highest educational qualifications via issuing establishments. Certificates not accepted as proof.

Top 3 Education: Verifies the three highest educational qualifications via issuing establishments. Certificates not accepted as proof.

All Education: Verifies all educational achievements via issuing establishments. Certificates not accepted as proof.

Most Recent Employer: Verifies employer is legitimate and confirms job title, reason for leaving, dates and whether would re-employ for current or most recent employer (the candidate's consent will be obtained prior to contact with current employer) Written confirmation obtained.

Employment History 5 years: Verifies employers are legitimate and confirms job title, reason for leaving, dates and candidate's re-employability for all employers within the past five years (the candidate's consent will be obtained prior to contact with current employer) Written confirmation obtained.

Employment History 10 years: Verifies employers are legitimate and confirms job title, reason for leaving, dates and candidate's re-employability for all employers within the past ten years (the candidate's consent will be obtained prior to contact with current employer) Written confirmation obtained.

All Employment History: Verifies employers are legitimate and confirms job title, reason for leaving, dates and candidate's re-employability for all employers for the full employment history (the candidate's consent will be obtained prior to contact with current employer) Written confirmation obtained.

Two Professional References: A written character reference requested from two professional contacts within a work or professional related domain

Joint Money Laundering Steering Group Search: Anti-Money Laundering authentication search in compliance to money laundering guidelines as defined by the JMLSG and conforming with Money Laundering Regulations 1993, 2001 and 2003

National Insurance Number Validity Check: An online validity search to check against fraudulent National Insurance numbers

Politically Exposed Persons Register Search: Searches for politically exposed persons as “natural persons who are or have been entrusted with prominent public functions and whose substantial or complex financial or business transactions may represent an enhanced money laundering risk and close family members or close associates of such persons”

Fraudulent Passport Authentication Search: An online validity search to check against fraudulent passport data

Bank of England (Terrorist) Sanction Search: Verifies against a consolidated list of targets listed by the United Nations, European Union and United Kingdom under legislation relating to current financial sanctions regimes

Driving Licence: Verifies the driver’s status via the DVLA database.

Gap Referencing: Verifies gaps in employment that exceed a preset number of days. Gaps are verified via travel documents, social security documentation, verifiable documentary evidence or a sworn Affidavit in adherence to BS7858