



MJC/mjc/NSI 004/07

12 April 2007

**To: All Companies holding NSI Approval or applying for NSI Approval under a Scheme that requires compliance with BS 7858**

Dear Colleague

**PUBLICATION OF AMENDMENT NO.1 TO BS 7858:2006 SECURITY SCREENING OF INDIVIDUALS EMPLOYED IN A SECURITY ENVIRONMENT**

I am writing to draw to your attention that an Amendment to BS 7858:2006 is now available. The amendment bears a publication date of 30 April 2007.

The Amendment moves the financial history check and the disclosure of convictions record check from clause 4.7 of the Standard to clause 4.5 of the Standard. What this means is that these two checks no longer have to be completed prior to commencement of provisional employment. It is permissible now for these checks to be taking place during the period of provisional employment, though of course it is prudent that they be carried out and completed as early as practically possible, and not left until near the end of the period of provisional employment. This applies especially to the disclosure of convictions record check which should be applied for immediately security screening commences as on occasions the results may take several weeks to come through dependent on the route accessed and the general level of activity.

Please regard NSI Technical Bulletin No.0003 as amended as follows:

- a) Please delete the introductory text ["The list of items to be completed before an offer of provisional employment can be made has been expanded to include a check on the financial history of the individual (see clause 4.7h) and to require a disclosure of convictions record check to be obtained (see clause 4.7i)"] at the beginning of clause 4.7 on page 8 of 16.
- b) Please move 4.7h and 4.7i to become clause 4.5g and 4.5h respectively.

Yours sincerely

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