

## Change to Criminal Check process

18 July 2008

Dear RefCheck Client,

In October 2006, the Ideco Group (Ltd) was awarded a 15-year contract to operate the AFISwitch (Automated Fingerprint Identification System) by the South African Police Services. Essentially, AFIS operates as an automated checking service by creating an electronic information conduit between the CRC (Criminal Resource Centre) in Pretoria and the Public. As all criminal records are accompanied by a set of fingerprints, AFIS will allow you to search for matches directly on the database, thus eliminating the potential for identity fraud.

In future the Criminal 'Name Clearance' check, which requires only a name and ID number, will be turned off by the South African Police Services CRC's.

Please note that until the new process comes into effect, we will continue to offer the existing name clearance criminal check. The process of submitting the customer name, ID and indemnity form remains unchanged.



### How will this impact my organisation?

1. Name Clearance checks will no longer be available. (Simply completing a RefCheck Indemnity form and sending it to us for Criminal Checks will no longer work).

2. A Criminal Record check must be accompanied by a full set of the candidate's fingerprints.

- These fingerprints may be in paper format, as per the current process where the candidate goes to a SAPS station to get their fingerprints made up under the supervision of a police officer.
- More importantly, fingerprints may now be captured electronically on a fingerprint scanner, with results returned within 48 hours.

3. The electronic format for fingerprints has been determined and can only be forwarded to SAPS via the AFISwitch using Sagem manufactured fingerprint scanner.

4. This Electronic fingerprint check will only be available to the Public via Ideco accredited service providers, such as LexisNexis Risk Management (RefCheck).

5. RefCheck, our background screening solution, will be fully integrated with AFIS, which allows criminal checks to be conducted directly from the RefCheck website.

- Get your approved fingerprint reader directly from RefCheck. Electronic fingerprints must be captured by authorised and trained operators
- Electronic fingerprint requests will be logged on RefCheck and a watermark generated as per the current process.

### Next steps:

The new fully automated criminal check will provide you with a fast, accurate and secure solution. We will be sending out regular updates to keep you informed and a sales representative will contact you shortly to discuss your requirements.

For additional sales information relating to our RefCheck product, including Ideco information please contact: 011 245 6602. If you have any concerns or comments on the new Ideco process please email: [contact@lnrm.co.za](mailto:contact@lnrm.co.za)

The LexisNexis Risk Management Team

- > LN South Africa : 215 North Ridge Road, Morningside, Durban, 4001
- > View our [privacy policy](#) here

[www.lexisnexis.co.za](http://www.lexisnexis.co.za)