

SECURITY CLEARANCE

INFORMATION SHEET

In order to comply with subscriber requirements, one of the following valid security clearance documents must be provided by registered interpreters or those who wish to re-instate their listing to the National Register of Public Service Interpreters:

- **CRB Enhanced Disclosure Notice**
- **CRB Disclosure Scotland – Enhanced**
- **Police Clearance** – this must be a Full Counter Terrorist check. The following forces have provided clearances so far – Metropolitan Police, Greater Manchester Police, Kent Police and Cambridgeshire Police. Please note that you cannot purchase these clearances as they are available only to interpreters who work for these forces.
- **Equivalent security clearance document** – must be equivalent to Full Counter Terrorist check

CRB Enhanced Disclosure Notice

If you do not hold a valid security clearance you will need to obtain an Enhanced CRB Disclosure.

- To apply for this document:
 1. You can contact APCS by telephone on 0845 643 1145 (their website is www.criminalrecordchecks.co.uk)
 2. Alternatively, you may visit the CRB website at www.crb.gov.uk where you can find an umbrella body in your area, through which you may be able to apply for a CRB Disclosure. Please note that individuals cannot apply directly to the CRB.
- When completing your CRB Disclosure Notice application form, you must ensure that you apply for the following checks:
 - a. Police Record of Convictions, Cautions, Reprimands and Final Warnings
 - b. Information from the list held under Section 142 of the Education Act 2002
 - c. Protection of Children Act List
- CRB Disclosures must have been issued within the last 12 months.

IMPORTANT:

We do not accept CRB Standard Disclosures dated after 01 September 2009.

Please note that we do not accept the Section 7 security clearances or the CRB Basic Disclosure.