



Warwickshire
POLICE



West Mercia
POLICE

VETTING INFORMATION SHEET

The Vetting process is detached from the recruitment process and you should not contact the Vetting Unit directly.

There may be occasions where you need to be interviewed at the Force Vetting Officer's discretion to clarify or gather more information.

You must have resided in the UK for the last 3 years for National Security Clearance purposes.

Candidates who do not meet these criteria will be rejected.

Vetting will be delayed if, during the recruitment process, you have an extended period of time abroad.

The Rehabilitation of Offenders Act 1974 does not apply in respect of applications to join the police force.

Cautions or Convictions for offences involving dishonesty, drugs, public order or sexual offences are likely to lead to rejection.

Certain driving offences and the number of "live" penalty points on a candidate's licence may also adversely affect the application.

Security vetting checks are made against everyone you name on the form (relatives and associates) using various local and national databases, criminal record checks and open source investigations.

As part of the Vetting process, checks will be made on financial matters as well as media checks (i.e. social media sites such as Facebook).

Please notify us immediately if any of your personal circumstances have changed or are likely to change.

They include changes in: employment, name, address, contact details (email address, telephone numbers), people living in the same household e.g. family member or new partner information

You should also notify if you acquire any Fixed Penalty Notices, Reprimands, Warnings, Cautions, Convictions

Vetting Form Common Mistakes:

- Don't forget to complete your National Insurance number**
- Check your full name is correctly completed including any previous names**
 - Complete all your home addresses for the last 5 years including dates**
 - Complete the job title you are applying for**
- Remember to state if you have worked for any other Police force**
- Check that you have completed the correct date at completion**

Ensure your form is fully completed, go back and check for missing information.

To omit information or give misleading information during the Vetting process may result in your elimination from the recruitment process.