



**Loomis UK Ltd**

**Statement to Prospective Employees**

Your potential employment with our Company will, because of the nature of our business and the rules within which the Security Industry operate, be dependent upon the results of a detailed check of your references and background.

We will ask you to provide evidence of identity, proof of the right to work in the UK, and employment references initially going back 5 years.

Additionally you will be required to undertake a Credit check and obtain a basic criminal records disclosure. Your credit history needs to be clean, and contain no CCJ's or Declarations of Bankruptcy that have been made against you for unpaid debts. The credit check we will obtain via a credit reference agency, and the criminal records disclosure will be obtained either from the DBS service in the UK or Scottish Disclosure for those living in Scotland.

If the role for which you apply is subject to the SIA Licencing rules then the DBS check will be obtained as part of the licencing process.

Should you be unwilling or unable to provide the data necessary then we will be unable to process your application.

**In total you will be required to account for, and provide evidence of, your last 10 years of employment – or back to the commencement of secondary education if that was less than 10 years ago. There can be no gaps in your history greater than 14 days.**

Personal data will only be used for the purposes of security screening in line with the BSIA 7858 security industry standard, and any documents presented to establish identity and proof of residence may be checked using an ultra violet scanner or other method to deter identity theft and/or fraud. Any original documents that appear to be forgeries will be reported to the relevant authorities.

Should you be successful in your application for employment and have passed the security screening, then your personal data will be used in accordance with our privacy policies for employees.

For all other applicants for whatever reason do not become an employee of the Company – any personal data held by Loomis will be securely and confidentially destroyed within 4 weeks.

---

I confirm that I have read the above statement and understand the Company's policy in relation to vetting and the use of my personal data.

Print Name .....

Signature .....Date .....