



Mark James

FOI 2467

17/06/2024

Dear Mr James,

Thank you for your Freedom of Information (FOI) request received on the 16th of June 2024. Your request has been handled under the FOI Act 2000.

Your request for information was as follows:

1. Information on page 2 of a recent DBS basic certificate states:  
"The information contained in this certificate is derived from police records, held on the Police National Computer (PNC) that contains details of Convictions, Cautions, Reprimands and Warnings in England and Wales and relevant convictions in Scotland and Northern Ireland may also be included."
2. Please clarify whether in England and Wales a DBS certificate may contain information derived from sources other than the PNC.

Response

The Disclosure and Barring Service (DBS) helps employers make safer recruitment decisions each year by processing and issuing DBS checks for England, Wales, the Channel Islands, and the Isle of Man. DBS also maintains the adults' and children's Barred Lists and makes considered safeguarding decisions as to whether an individual should be included on one or both lists and barred from engaging in regulated activity.

DBS has published information on its website that provides relevant information in scope of your FOI request.

To summarise, a **Basic** DBS check is a check of any conditional cautions and unspent convictions, under the terms of the Rehabilitation of Offenders Act (ROA) 1974.

**Basic** DBS checks only show convictions that are not 'spent' under the Rehabilitation of Offenders Act 1974 (ROA). The ROA enables eligible convictions or cautions to become 'spent' after a specified period, known as the 'rehabilitation period'. The rehabilitation periods depend on the sentence given or disposal administered because of a conviction and the age of the individual on the date they are convicted. The following web link provides further information about Basic checks. [Guide to Basic DBS checks - GOV.UK \(www.gov.uk\)](http://www.gov.uk/guide-to-basic-dbs-checks)

The **Standard** level check shows spent and unspent convictions and adult cautions, from the Police National Computer which have not been [filtered in line with legislation](#).

The **Enhanced** check shows the same as a Standard check plus any **approved information** held by police forces and considered by them to be relevant to the role and ought to be contained in the certificate. The rules governing the disclosure of approved information are contained within Section 113 B (4) of Part V of the Police Act 1997. This states that:

‘Before issuing an enhanced criminal record certificate the Secretary of State must request any relevant chief officer to provide any information which (a) the chief officer reasonably believes to be relevant for the purpose described in the statement under subsection (2), and (b) in the chief officer’s opinion, ought to be included in the certificate.’

The **Enhanced** check with a check of the barred lists shows the same as an Enhanced check plus whether the applicant is on the adults’ barred list, children’s barred list or both.

See [DBS checks: detailed guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk/guidance/db-checks-detailed-guidance) for further information.

The information provided is in response to this specific request and should not be compared with any other information previously released.

Information disclosed in response to this FOI request is releasable to the public. In keeping with the spirit and effect of the FOI Act and the government’s Transparency Agenda, this letter and the information disclosed to you may be placed on GOV.UK, together with any related information that will provide a key to its wider context. No information identifying you will be placed on the GOV.UK website.

### **Your right to request an internal review under the Freedom of Information Act**

If you are dissatisfied our handling of your Freedom of Information request you may request an internal review by e-mailing [dbsfoi@dbs.gov.uk](mailto:dbsfoi@dbs.gov.uk) or by writing to Freedom of Information Manager, Disclosure and Barring Service, PO Box 165, L69 3JD. You should submit any request for review within two months of the date of this letter.

The Disclosure and Barring Service will aim to respond to your request for a review within 20 working days and in any case no longer than 40 working days.

If you are not content with the outcome of the internal review you have a right of appeal to the Information Commissioner’s Office. Generally the Information Commissioner cannot make a decision unless you have exhausted our own internal complaints procedure. The Information Commissioner can be contacted at: The Information Commissioner’s Office, Wycliffe House, Water Lane, Wilmslow Cheshire SK9 5AF [www.ico.org.uk](http://www.ico.org.uk).

Yours sincerely

DBS FOI Team  
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