

Human Resources

11/19

**DISCLOSURE AND BARRING SERVICE (DBS) – STATUS CHECK CONSENT FORM**

Please provide the information requested below in order that annual online status checks can be carried out, to verify that no further information has been identified since your DBS disclosure certificate was issued.

*NB: In order for the College to carry out annual status checks, you must have subscribed to the* [DBS Update Service](https://secure.crbonline.gov.uk/crsc/apply?execution=e1s1)[[1]](#footnote-1).

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| --- |
| **DBS certificate details:** |
| **Surname/family name:** (as specified on DBS certificate) |  |
| **New surname/family name, if different from specified on DBS certificate:** |  |
| **Forenames:** |  |
| **Date of Birth**(as recorded on DBS certificate, in the format DD/MM/YYYY) |  |
| **DBS Certificate number:**(12-digit number) |  |

|  |
| --- |
| **Job details:** |
| **CID:** |  |
| **Job Title:** |  |
| **Department:** |  |

I hereby give my ongoing permission for Imperial College London to carry out annual online status checks. I understand that if I wish to withdraw my consent at any point in the future, I should inform the HR Compliance team in writing, by emailing hrcompliance@imperial.ac.uk.

**Signed**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:**

**Print name:**

1. Subscribe to update service when DBS application is submitted or whilst it is being processed, using application form reference number; or within 30 calendar days of the issue date printed on your DBS certificate [↑](#footnote-ref-1)