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Service Vetting

This service instruction outlines the various forms of Vetting which apply to Police Officers and Police Staff, depending upon their role.



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1. Aim

The Police Service of Northern Ireland (PSNI) overarching policing aim is to 'Keep People Safe through the *Policing with the Community Strategy*'. PSNI Vetting Procedures are designed to support and embed this Strategy, gaining the confidence of the whole community in the Police Service of Northern Ireland.

Vetting exists to protect the integrity of PSNI, its assets and data from persons and organisations, both internal and external. It is our aim to provide an appropriate level of assurance as to the trustworthiness, integrity and reliability of all police officers, police staff and non-police personnel (NPP) working within the police estate.

2. Vetting Procedures

There are two distinct types of vetting within the police community: Police Vetting and National Security Vetting (NSV). Police Vetting and National Security Vetting are separate processes, designed to counter specific threats. The purpose of Police Vetting is to specifically provide a level of assurance, which NSV cannot provide, as to the integrity of individuals who have access to the police estate, its assets and or infrastructure.

The purpose of NSV is to protect sensitive government national security assets by providing an acceptable level of assurance as to the integrity of individuals who have access to protectively marked government assets and/or who require access to persons, sites and materials at risk of terrorist attack.

3. National Security Vetting (NSV)

National Security Vetting (NSV) sits outside the police vetting process and does not incorporate some aspects of Police Vetting. Therefore an individual with National Security Vetting clearance at Security Check (SC) or Developed Vetting (DV) level which has not been carried out by PSNI should not automatically be entitled to view / be entrusted with protectively marked police assets.

National Security Vetting definitions include, Counter Terrorist Check (CTC), Security Check (SC) and Developed Vetting (DV). To integrate police vetting and national security clearance requirements there are five vetting levels. The vetting levels are Level 2 Police Staff + CTC, Level 2 Police Officer +CTC, Level 4 Management Vetting, Level 5 Management

Vetting + SC, Level 6 Management Vetting + DV.

Level 2 Police Staff + CTC is the standard level required for all police staff and will permit unsupervised access to police premises. Level 2 clearances for permanent police staff remains valid for 10 years. The decision making process in relation to Level 2 Police Staff vetting being refused can be found on PoliceNet S4 Anti-Corruption & Vetting.

Level 2 Police Officer + CTC is the standard level required for all police officers in non-designated roles and will permit unsupervised access to police premises. Level 2 clearances for police officers remain valid for 10 years.

Level 4 Management Vetting provides a means of ensuring that persons serving in designated posts have been assessed as to their reliability and integrity. Management Vetting (MV) specifically relates to police officers who will be required to undertake posts within designated sensitive areas. To maintain the integrity of the separate National Security Vetting process **all MV enquiries must be completed, and MV clearance granted, prior to SC or DV.**

Anti-Corruption & Vetting will be responsible for approving Management Vetting for all cases before SC or DV can commence. Please see information and guidance on PoliceNet S4 Anti-Corruption & Vetting.

Level 5 Management Vetting & Security Clearance (SC) will apply to all police officers, police staff and NPP where there is a requirement for long-term, frequent and uncontrolled access to SECRET and occasional and controlled access to TOP SECRET assets and information. Where an SC clearance is required for access to particular information, a review of personal finances must be carried out. This is referred to as an SC (Enhanced clearance). There is a review process available to individuals who are unsuccessful during the vetting process. See information and guidance on PoliceNet S4 Anti-Corruption & Vetting.

Level 6 Management Vetting & Developed Vetting (DV) is the highest level of clearance and only needed for the most sensitive roles and tasks involving long term and uncontrolled access to TOP SECRET information. Police officers, police staff and NPP requiring to be Developed Vetted will only have their details after MV clearance has been granted. There is a review process available to individuals who are

unsuccessful during the vetting process.
See guidance on PoliceNet S4 Anti-Corruption & Vetting.

4. Transferees

All transferees will be subject to at least Level 3 Recruit Vetting as a minimum.

are asked to enter into a Risk Management Agreement (RMA). These agreements are designed to help mitigate against the identified risk created by the individual's personal circumstances. Failure to agree to an RMA may result in an individual's vetting being discontinued/rejected or revoked.

5. Break in Service / Employment

If there is a break in employment/service for a period of more than 3 months, there will be a requirement for a change of circumstances form to be completed. If the break of service or employment is more than 12 months, there will be a requirement to be re-vetted.

6. Career Break

Police officers and police staff that avail of a career break of more than 12 months will be required to be re-vetted.

7. Risk Management Agreements

As part of the vetting process there may be occasion when police officers or police staff

Appendix A Contact Us

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