

## **Handling of disclosure certificate information**

### **Enhanced, Standard and Basic disclosures through the Disclosure & Barring Service**

A sample policy statement for the handling of DBS certificate information can be found on the DBS website, please [click here](#).

Organisations that use APCS services sign a service level agreement that states they must have a policy in place in line with the DBS Code of Practice

### **Basic disclosures through Disclosure Scotland**

A sample policy statement on the secure handling, use, storage, retention and destruction of disclosure information can be found on the Disclosure Scotland website, please [click here](#).

Organisations that use APCS services sign a service level agreement that states they must have a policy in place in line with the DS Code of Practice

### **Standard and Enhanced disclosures through Access NI**

A sample policy statement on the secure handling, use, storage, retention and destruction of disclosure information can be found on the Access NI website, please [click here](#).

Organisations that use APCS services sign a service level agreement that states they must have a policy in place in line with the Access NI Code of Practice