

PVG Disclosure Scotland Process

YE Grampian

Applicant completes

- Young Enterprise Volunteer Registration Form
- Form D3(convictions for Criminal Offences)
- Disclosure Scotland Application to join PVG Scheme



Completed forms – with 3 documents as evidence of address and identity presented to PVG Checker (member of YEG)

- Iain Philips
- Karen Clark (not yet certified)
- Inga Milne (not yet certified)
- Pam Cradock (not yet certified)



Forms are checked by PVG checker, in addition two additional forms are completed by the PVG checker

- Documentary Evidence Sheet
- Form D1



Completed 5 documents are returned to the applicant and then submitted to Young Enterprise for the CRBS check



CRBS will complete checks and then issue a certificate back. YES are notified and the VR number (on the Disclosure Scotland form) becomes live.

PVG Forms now checked every 3 years on expiry. A failed police check is the only thing that would prevent renewal. Mark Armstrong of YES will organise automatic check.

At least one must be photographic, plus at least one item of address related evidence.

Original documentation only

Send the forms to
Young Enterprise
The Volunteer Dept
Peterley House
Peterley Road
Oxford
OX4 2TZ

YE will initiate the Central Registered Body in Scotland (CRBS) check.