





Client Name	XYZ	Order ID	XXXXXXXXXXXX
Date of Birth	22 Aug 1996	Onicra Reference ID	XX/XX/123456/2017
Applicant Name	ABC DEF	Received Date	21 Aug 2017
ID Number	A1234567	Closed Date	31 Aug 2017

Legend

Check Count

	Green	Details provided are clear	4
	Orange	Adequate information not available - Alert	0
	Red	Details do not match – Discrepancy	0
	Incomplete Information	Documents/Additional Information Required to attempt verification	0

COMPONENT COVERED

Component	Verification	Status	Remarks
Criminal Watchlist	ABC DEF	Green	Details provided are clear
Identity Check	ABCDE123F	Green	Details provided are clear
Address Check	Plot No. 2, CVB Street, XYZ Vihar	Green	Details provided are clear
Reference Check	Mr. QWERTY	Green	Details provided are clear

Notes:

- I. Please refer '**Checks**' section below for the verified data fields for each check
- II. Please refer to '**Annexure**' for the proofs pertaining to each check
- III. Please refer '**Second last page of the report**' for the process followed for each check

Criminal Watchlist

Check Status	Green
Discrepancy (if any):	None
Verification Fields	Verification Status
Candidate Name	ABC
Date of Birth	DD/MM/YYYY
Father's Name	XYZ
Address	ABCDEFGHIJ
Result Status	Green

Criminal Watchlist

Annexure	Criminal Watchlist
1	

Screenshots of the verification process will be shown here.

Identity Check

Check Status	Green
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Discrepancy (if any): **None**

Verification Fields	Details Submitted	Verification Status
Candidate Name		
Date of Birth		
ID Type		
ID Number		
Issuing Authority Name		
Authenticity of the PAN Card No.		

Identity Check

Annexure	Identity check
2	ABCDE799F

Screenshots of the verification process will be shown here.

Address Check

Check Status	Green
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Discrepancy (if any): None

Verification Fields	Details Submitted	Verification Status
Address Type	Permanent	
Address	XYZ Street, Delhi	
Type of Accommodation	Own House	
Period of Stay (From)	DD/MM/YYYY	
Period of Stay (To)	DD/MM/YYYY	
Verifier's name	Mr. XYZ	
Verifier's Relationship with the Candidate	Father	
Remarks	N/A	

Address Check

Annexure	Address Check
3	

Screenshots of the verification process will be shown here.

Reference Check

Check Status	Green
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Discrepancy (if any): None

Verification Fields	Details Submitted	Verification Status
Name of the Referee		
Referee's Cell Phone Number		
Feedback		
Please answer the following aspects.	Professional Conduct (Reliable & Honest)	(Yes/No)
	Communication with Family	(Good/Bad)
	Work Satisfaction (Good work ethics)	(Yes/No)
	Checking visitors at entrance/premises	(Yes/No)
	Response in case of an emergency	(Yes/No)
Overall satisfaction with the duties as a guard? (Scale: 1 being Highly Dissatisfied and 5 being Highly Satisfied)		
Any issues reported against the security guard related to Honesty & Integrity? (Yes/No; if Yes please specify)		
Total number of working days in a month?		
How long have you been associated with the security guard?		
Rate the security guard basis on his/her punctuality. (Scale: 1 being Highly Dissatisfied and 5 being Highly Satisfied)		
Can you please share the compensation provided to the security guard in lieu of his/her services?		
Remarks		

Process Flow for the Checks

Check Type	Description
Address	(A) This check is done through a physical site visit. (B) Our field staff visits the current or permanent or both the addresses of the candidates as stipulated by client. (C) Our address and field checks are conducted via a mobile-based system(Smart Phone), which captures the GPS coordinates, House/Street/Photographs, Signature and details of the applicant to ensure authenticity. (D) A GPS printed report copy is shared with the client. This is available for selected locations only.
Identity	(A) This check involves validation of PAN Card, Voted ID Card & Passport via available database.
Criminal	(A) This check involves search for records of any charges against the applicant/candidate in the court of Jurisdiction (Supreme Court, High Court, District Courts, Tribunal and others) to check for any potential background / other cases against the candidate. (B) We utilize Govt. sourced websites .An online receipt, if any, generated for the search shall be provided to client.
Reference	(A) A Telephonic / Email verification is obtained about the candidate's personal integrity, educational and professional backgrounds from professional references provided by the candidate. (B) For fresher's, verification is taken from respective education institutes or other citizens of repute.

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