

Type of DBS application	New Volunteer	3 Year Renewal	3 year Recheck (Using the update service)
PAMIS	DBS 1 – Volunteer Registration Form DBS 2 – Volunteer Reference Proforma x 2 DBS 3c – Identity Verifier Form Photocopies of ID matched to guidance	DBS 3c – Identity Verifier Form Photocopies of ID matched to guidance	*Original Certificate DBS 4 – Self declaration
EBULK (APPLICATIONS STARTED BEFORE 10/02/23)	DBS 1 – Volunteer Registration Form DBS 2 – Volunteer Reference Proforma x2 DBS 3c – Identity Verifier Form Photocopies of ID matched to guidance DBS 4 – Self Declaration DBS 17 – Applicant consent for processing	DBS 3c – Identity Verifier Form Photocopies of ID matched to guidance DBS 4 – Self Declaration DBS 17 – Applicant consent for processing	
PAPER	DBS 1 – Volunteer Registration Form DBS 2 – Volunteer Reference Proforma x 2 DBS 3c – Identity Verifier Form Photocopies of ID matched to guidance DBS 4 – Self Declaration DBS 17 – Applicant consent for processing	DBS 3c – Identity Verifier Form Photocopies of ID matched to guidance DBS 4 – Self Declaration DBS 17 – Applicant consent for processing	
	PAMIS APPLICATION	EXISTING EBULK APPLICATION	PAPER APPLICATION
NEW VOLUNTEER FOR SVP	SVP Request to recruit DBS 3c – Identity Verifier Form Photocopies of ID matched to guidance If additional volunteer roles in the Parish DBS 1 – Volunteer Registration Form DBS 2 – Volunteer Reference Proforma x 2	SVP Request to recruit DBS 3c – Identity Verifier Form DBS 4 – Self Declaration DBS 17 – Applicant consent for processing If additional volunteer roles in the Parish DBS 1 – Volunteer Registration Form DBS 2 – Volunteer Reference Proforma x 2	SVP Request to recruit DBS 3c – Identity Verifier Form DBS 4 – Self Declaration DBS 17 – Applicant consent for processing If additional volunteer roles in the Parish DBS 1 – Volunteer Registration Form DBS 2 – Volunteer Reference Proforma x 2

Update Check for NON RCDOW DBS certificate

As we haven't carried out the original DBS check we still have to verify their identity to ensure that the person is the name and address as listed on the DBS certificate provided. **The certificate would need to match exactly: Enhanced certificate, workforce and barred list.** Please note, if the update service check is carried out and it says the certificate is not listed/does not match information we will need to send an online DBS application.

New Volunteer	3 year Recheck (Using the update service)
<ul style="list-style-type: none"> You can only proceed if the original DBS is provided. It can't be a printout from the update service or photocopy of the DBS certificate DBS 1 – Volunteer Registration Form DBS 2 – Volunteer Reference Proforma x 2 DBS 4: Self declaration to run the update check DBS 3c: Identity Verifier Form Photocopies of ID matched to guidance 	<ul style="list-style-type: none"> You can only proceed if the original DBS is provided. It can't be a printout from the update service or photocopy of the DBS certificate DBS 4: Self declaration to run the update check DBS 3c: Identity Verifier Form Photocopies of ID matched to guidance <p>Please note, If the update service check is carried out and it says the certificate is not listed/does not match information we will need to run the</p>