



Home Office

## **Criminal casework**

# **Biometric data sharing - fingerprint matching**

This guidance is based on the immigration acts

## Biometric data sharing - fingerprint matching

### About this guidance

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| <p><a href="#">About this guidance</a></p> <p><a href="#">Criteria for referral</a></p> <p><a href="#">Requesting a biometric check</a></p> <p><a href="#">Receiving results of biometric check</a></p> <p><a href="#">Identity information</a></p> <p><a href="#">Update CID with conflicting identity information</a></p> <p><a href="#">Update CID with conflicting nationality information</a></p> <p><a href="#">Possible results of information</a></p> <p><a href="#">Cases awaiting an asylum decision</a></p> <p><a href="#">Cases granted leave to enter or remain in the UK</a></p> | <p>This guidance tells criminal casework (CC) staff about the agreement reached through the Five Country Conference Protocol to share biometric data in the form of fingerprints.</p> <p>The Five Country Conference Protocol is between:</p> <ul style="list-style-type: none"><li>• the UK</li><li>• Australia</li><li>• Canada</li><li>• United States of America, and</li><li>• New Zealand.</li></ul> <p>Checks for up to 3000 individuals for each country, each year can be carried out.</p> <p>This information could be crucial in determining the nationality of a foreign national offender (FNO) and facilitating removal.</p> <p>The use of biometric data sharing allows CC to establish if at any point an FNO has either been a national of, has been a resident of, or has used an identity in one or more of the countries listed above, other than the UK.</p> <p>If an FNO is already a declared national of any of the countries above or a European Economic Area (EEA) country, no checks will need to be undertaken.</p> <p>This instruction tells CC case owners how to identify potential cases and process these through the biometric case management team (BCMT).</p> <p>Changes to this guidance – This page tells you what has changed since the previous version of this guidance.</p> <p>Contact - This page tells who to contact if your senior caseworker or line manager can't answer your question</p> | <p><b>In this section</b></p> <p><a href="#">Changes to this guidance</a></p> <p><a href="#">Contact</a></p> <p><a href="#">Information owner</a></p> <p>Links to staff intranet removed</p> |
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|  | <p>Information owners - This page tells you about this version of the guidance and who owns it.</p> <p>Safeguard and promote child welfare – This page explains your duty to safeguard and promote the welfare of children and tells you where to find more information.</p> |  |
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## Biometric data sharing – fingerprint matching

### Changes to this guidance

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|--|--|--------------------|-----------------------|-----------------|---|---------------|---|-----------------|--|--|
| Date of the change   | Details of the change  |                    |                       |                 |   |               |   |                 |  |  |
| 22 October 2013  | <p>Six month review by the modernised guidance team:</p> <ul style="list-style-type: none"> <li>• Criteria for referral:                             <ul style="list-style-type: none"> <li>○ first set of bullet points, new sentence added to the last bullet.</li> <li>○ new second set of bullets.</li> </ul> </li> <li>• Requesting a biometric check:                             <ul style="list-style-type: none"> <li>○ sub heading 'Completing the form' first paragraph and bullet points amended.</li> </ul> </li> <li>• Receiving results of biometric checks:                             <ul style="list-style-type: none"> <li>○ table added.</li> </ul> </li> <li>• Possible results of information:                             <ul style="list-style-type: none"> <li>○ sub-heading 'Adverse information' new related link added.</li> </ul> </li> <li>• Minor housekeeping and plain English changes throughout.</li> </ul>  |                    |                       |                 |   |               |   |                 |  |  |
| 11 April 2013  | <p>Six month review by the modernised guidance team:</p> <ul style="list-style-type: none"> <li>• Minor housekeeping and plain English checks.</li> </ul>  |                    |                       |                 |   |               |   |                 |  |  |
| 15 October 2012  | <p>Six month review by the modernised guidance team:</p>   |                    |                       |                 |   |               |   |                 |  |  |

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|  |                 | <ul style="list-style-type: none"><li>• About this guidance / landing page:<ul style="list-style-type: none"><li>○ sixth paragraph after ' above' 'or a European Economic Area (EEA) country' has been added</li></ul></li><li>• Requesting a biometric check:<ul style="list-style-type: none"><li>○ third bullet point 'update CID as follows' has been deleted</li></ul></li><li>• Receiving results of biometric checks:<ul style="list-style-type: none"><li>○ first bullet point, new beginning of the sentence until 'conduct'</li></ul></li><li>• Minor house keeping changes.</li></ul> |  |  |
|  | 23 April 2012   | For the 23 April 2013 changes you will need to access v2.0 which is now in the archive. See related link: <a href="#">Biometric data sharing – archive</a>   |  |  |
|  | 11 October 2011 | Revised and modernised by criminal casework directorate process team and the modernised guidance team.   |  |  |

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## Biometric data sharing - fingerprint matching

### Criteria for referral

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| <p><a href="#">About this guidance</a></p> <p><a href="#">Criteria for referral</a></p> <p><a href="#">Requesting a biometric check</a></p> <p><a href="#">Receiving results of biometric check</a></p> <p><a href="#">Identity information</a></p> <p><a href="#">Update CID with conflicting identity information</a></p> <p><a href="#">Update CID with conflicting nationality information</a></p> <p><a href="#">Possible results of information</a></p> <p><a href="#">Cases awaiting an asylum decision</a></p> <p><a href="#">Cases granted leave to enter or remain in the UK</a></p> | <p>This page tells criminal casework (CC) caseworkers about the criteria for referral used when identifying CC cases that may benefit from biometric data sharing arrangements.</p> <p>There are strict criteria you must follow to decide if a case may benefit from biometric data sharing and should be referred to the biometric case management team (BCMT).</p> <p>The foreign national offender (FNO) must meet at least one of the following criteria:</p> <ul style="list-style-type: none"><li>• Fingerprints are available, as indicated on the case information database (CID).</li><li>• Intelligence suggests the FNO has family residing in:<ul style="list-style-type: none"><li>○ Australia</li><li>○ Canada</li><li>○ United States of America or</li><li>○ New Zealand.</li></ul></li><li>• The FNO has been arrested or prevented from travelling to one of these four countries.</li><li>• The FNO:<ul style="list-style-type: none"><li>○ has changed, or there is a dispute over, their nationality</li><li>○ is possibly a national of, or has spent time in, one of the four countries above, and</li><li>○ a fingerprint check would establish a true identity.</li></ul></li><li>• There is evidence they arrived from one of the four countries above.</li><li>• They refuse to cooperate with the documentation process (essentially obtaining an emergency travel document) and that is the only barrier to removal.</li><li>• They are an absconder and also meet one or more of the criteria above.</li><li>• If deportation action is not being pursued due to difficulties in obtaining a travel document. For example, the country to which the Home Office wishes to deport the FNO is not willing to cooperate with the documentation process.</li></ul> <p>If the FNO meets one or more of the criteria listed above and fingerprints are not available</p> |  |
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|  | <p>on CID you must arrange for them to be taken through the:</p> <ul style="list-style-type: none"><li>• operations team in CC</li><li>• immigration compliance and engagement (ICE) team, or</li><li>• prison where the FNO is held.</li></ul> <p>As a rule, CC case owners must ask themselves:</p> <ul style="list-style-type: none"><li>• Is a match likely?</li><li>• Would a match provide important benefits to either the decision or re-documentation?</li></ul> |  |
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## Biometric data sharing - finger print matching

### Requesting a biometric check

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## Biometric data sharing - fingerprint matching

### Receiving results of biometric checks

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This page tells criminal casework (CC) caseworkers how the results of a biometric data check are communicated to them.

The biometric case management team (BCMT) will send results of checks to you electronically and copy-in your line manager or team leader, indicated on the request form.

| Result   | Estimated timeframe for the result from the initial request | CID updates   |
|----------|---|---|
| Match    | Eight working days.   | BCMT will update special conditions on CID and send a result form by email. For a copy of the biometrics data sharing results form, see related link. |
| No match | Four working days.  | BCMT will update the person notes in CID.   |

#### The results form

Depending on the type of match the results form may contain several types of information.

Where there is a match to an alternative identity, the BCMT will carry out extra checks on the following systems as appropriate:

- CID, to establish an immigration application in this identity, and/or
- central reference system (CRS).

The CC case owner must make the following checks:

#### Related links

##### See also

Links to staff intranet removed

- |  |   |  |
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|  | <ul style="list-style-type: none"><li>• immigration history in this identity using CID and/or central reference system (CRS) for an immigration application in this identity or conduct</li><li>• on the new identity using the Police National Computer (PNC) database</li><li>• landing card records for a history of travel into the UK on this identity, and</li><li>• E-Borders for a record of travel in or out of the UK in this identity.</li></ul> |  |
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## Biometric data sharing – fingerprint matching

### Identity information

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## Biometric data sharing – fingerprint matching

### Update CID with conflicting identity information

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This page tells criminal casework (CC) caseworkers how to update CID, when an incidence of a conflicting identity needs to be recorded.

You must:

- in person/case search, enter the Home Office (HO) reference in search criteria box
- click person details on the vertical menu
- click alias tab
- update alias name, alias type (from drop-down menu, click 'International Biometric Match') date of birth and nationality
- click save/exit.

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## Biometric data sharing – fingerprint matching

### Update CID with conflicting nationality information

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This page tells criminal casework (CC) caseworkers how to update CID if an incidence of a conflicting nationality needs to be recorded.

You must:

- in person/case search, enter the Home Office (HO) reference in search criteria box
- click special conditions on vertical menu
- click alias tab
- update special condition type (from drop-down menu, click 'nationality dispute')
- in lodged date, enter the date that the applicants nationality was disputed (today's date, not the date that the fingerprint was taken in the providing country)
- in the additional information field, enter 'int. biometric match-applicant believed to be from (country)' and details of any travel documents used in the providing country must be included here, if known
- do not enter anything in the closed date field, this is for use when the special conditions apply, and
- click save/exit.

## Biometric data sharing – fingerprint matching

### Possible results of information

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|  | <p>the individual's harm rating. The harm matrix allows you to assess the risk of harm to the UK and its citizens that may be brought about by an individual on a case by case basis.</p> |  |
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**Obtaining further information from the providing country**

If further information is required from the providing country, the case owner must contact the BCMT, using related link: Email biometric case management team.

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## Biometric data sharing – fingerprint matching

### Cases awaiting an asylum decision

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## Biometric data sharing – fingerprint matching

### Cases which have been granted leave to enter or remain in the UK

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## Biometric data sharing – fingerprint matching

### Contact

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## Biometric data sharing – fingerprint matching

### Information owner

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This page tells you about this version of the biometric data sharing guidance and who owns it.

|  |   |
|--|---|
| Version                                  | 5.0                                       |
| Valid from date                          | 22 October 2013                           |
| Policy contact                           | Official – sensitive: information removed |
| Cleared by director                      | Official – sensitive: information removed |
| Director’s role                          | Official – sensitive: information removed |
| Clearance date                           | 9 September 2011                          |
| This version approved for publication by | Official – sensitive: information removed |
| Approver’s role                          | Official – sensitive: information removed |
| Approval date                            | 17 October 2013                           |

Changes to this guidance can only be made by the modernised guidance team (MGT). If you think the policy content needs amending you should contact the CC process team (see related link: Email CC process team), who will ask the MGT to update the guidance, if appropriate.

The MGT will accept direct feedback on broken links, missing information or the format, style and navigability of this guidance. You can send these using the link: Email: Modernised guidance team.

### Related links

#### See also

[Changes to this guidance](#)

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