

6 January 2023

Dear

**ATISN 16971**

Thank you for your request which I received on 14 December 2022. The information requested against each of the questions you submitted, follows:

- Do you have an active programme of pre-employment screening for candidates [at your department]

Yes

- Do you do this for all grades? If not, what grades are screened?

Yes all individuals, at all grades undertake pre-employment checks and security vetting measures.

- Do you run DBS checks as a matter of course?

Yes

- Is the screening service run through a third party?

Yes

- Who is your current screening provider?

Powys County Council

- Can you provide a link to the published contract on contract finder.

The contract is not listed on Sell2Wales

- Who is the main point of contact for this contract? Please provide their name, title and contact details.

Corporate Shared Service Centre: shared

- Does your contract have a minimum committed annual volume?

There is no minimum committed annual volume

- Have you got automated reference checks?

The reference checks are automated via the Appoint system.

- How are you checking Right to Work?

Through a combination of online checks and original documentation in line with the advice and guidance published by the UK Government.

- Are you running any of the following screens? Social Media, Digital ID, Instant Employee Referencing

Could you clarify exactly what you mean by this? Whilst we do use general social media routes, we don't run any of the above as screens.

- What is your average time from hire to onboard?

The time can vary depending on a number of factors (such as notice periods and the level of security checks required) but from offer to start date, a large majority start within 4-8 weeks.

- What is your HR system? (eg Workday, Oracle)

Snowdrop (Sage)

- Is your current screening provider integrated into this platform?

No

If you are dissatisfied with the Welsh Government's handling of your request, you can ask for an internal review within 40 working days of the date of this response. Requests for an internal review should be addressed to the Welsh Government's Freedom of Information Officer at:

Information Rights Unit  
Welsh Government  
Cathays Park  
Cardiff  
CF10 3NQ

or e-mail: [Freedom.ofinformation@gov.wales](mailto:Freedom.ofinformation@gov.wales)

Please remember to quote the ATISN reference number above.

You also have the right to complain to the Information Commissioner. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Telephone: 0303 123 1113

Website: [www.ico.org.uk](http://www.ico.org.uk)

However, please note that the Commissioner will not normally investigate a complaint until it has been through our own internal review process.

Yours sincerely