

ASSOCIATION OF BRITISH INVESTIGATORS



295/297 Church Street, Blackpool, Lancashire, FY1 3PJ
Tel: 0871 474 0006 Fax: 0871 474 0007 Email: info@theabi.org.uk

Dear Applicant,

POINTS OF INTEREST

THE ASSOCIATION OF BRITISH INVESTIGATORS, originated from 1913 when the fore-runner to the ABI was founded under the title of the British Detectives Association (BDA). Much was achieved in establishing standards of competence and integrity and the quest for legislation to control the profession, beginning its long (unfinished) journey. In 1950, BDA merged with the Federation of British Detectives, adopting the style of The Association of British Detectives. In 1970 the Association became a corporate body under its present title.

The Association is governed by an annually elected Council and has the following permanent Committees: Finance: Legislation: Education and Training: IT: Membership Selection and Interview Committee: and a Disciplinary Committee. Decisions by the Selection and Interview Committee must be accepted as final subject to certain provisions contained in Bye-Laws. The Association also appoints through the Council other select Committees or groups for the study of conditions or events concerning the profession or where collective representation of members is desirable or expedient.

It is important for applicants to understand that the Association is a non-profit making professional body and not a trading or trade protection organisation. It is equally important that applicants are motivated to seek membership primarily to support the aims of the Association to secure recognition of professional status.

Membership is vested in the individual. It is not awarded to any agency, company, limited or otherwise, or organisation as such, although several persons of any single firm or agency may apply for membership and may be admitted as members individually.

All applications for Full Ordinary Membership in the United Kingdom should be accompanied by the Application Fee and all such applicants may be required to attend the Association's Interview. All applications for Associate and Overseas Membership should be accompanied by the Application Fee. Subscription rates for the appropriate category of membership will be payable within fourteen days of being advised of your acceptance to the Association as a member.

NOTE: MEMBERSHIP APPLICATION FEE IS NON-REFUNDABLE.

See page 4 for the schedule of fees.

Interviews are held throughout the year and last approximately 3/4 of an hour. All sessions are attended by four members of the selection committee. Sessions are held in a private room, usually at a hotel in a town considered most convenient to the majority of candidates attending.

ASSOCIATE MEMBERS

Associate membership is open to persons who have made a commitment to become a full time private investigator, are over the age of 18, who reside and will operate in the United Kingdom and are able to satisfy a Selection Committee, by interview, as to their ability, character and integrity. This Category of membership will expire at the end of two years except in those cases where the applicant has not attained the age of 21 when it will be extended. Associate Membership should be regarded as a probationary period before Full Membership is granted.

FULL ORDINARY MEMBERS

Applicants must be resident in the United Kingdom and have been engaged as full time investigator in the UK for a **minimum of two years**, either as principals or employees of a reputable investigation agency, They must be 21 years or over, and satisfy a Selection Committee by interview as to their ability, character and integrity.

Beginning 1 January 2006 UK members joining the Association will be required to hold Professional Indemnity Insurance. The Association has a members only arrangement with one of the UK's largest insurance companies which provides comprehensive cover at discounted premiums. Details are made available once accepted as a member."

All candidates will be expected to be sufficiently knowledgeable in the areas of Common Law which are relative to the

activities of a private investigator as well as on issues of Privacy, Human Rights and Data Protection. Should the candidates work include specific services such as surveillance, statement taking, process serving, tracing etc. then they will be asked to answer questions on those subjects.

The candidate is assessed at the interview, and informed on the day if they have failed or been accepted as members. They will be notified in writing by the General Secretary. The committee are not obliged to give a reason why a candidate has not been accepted as a member. Unsuccessful candidates can re-apply for membership after one year has elapsed.

OVERSEAS MEMBERS

Open to full-time investigators resident and operating outside the United Kingdom. They must satisfy the Selection Committee as to their ability, character and integrity, or be sponsored by 2 existing members in good standing, and be aged 21 years or over.

AFFILIATE MEMBERS

Open to persons, engaged in an occupation which is ancillary or complements the investigation industry and who are persons who do not otherwise practise as fee earning private investigators. Minimum age limit - 25 years.

Note: Applicants for this Membership who cannot claim practising fee earning experience as Investigators are expected to attach written evidence of their professional occupation or vocation in support of their application.

ATTENTION!

Persons who would make excellent members are often daunted by the prospect of being tested as to their knowledge, and unfortunately (for them and the ABI), they decide not to apply. It has never been our policy to humble any candidate. The world of investigative activity is so wide-ranging that nobody can be expected to know it all! There is no shame in admitting that you are unfamiliar with a particular type of enquiry, law or procedure, so long as you know where to find the answer. Above all else we are seeking people of good character, who are honest and generally competent.

Should you require any further information please do not hesitate to contact me.

Yours faithfully,

Eric Shelmerdine
Company Secretary

THE ASSOCIATION OF BRITISH INVESTIGATORS

(Limited by Guarantee)

CODE OF ETHICS

We Pledge

- 1. To perform all professional duties in accordance with the highest moral principles and never be guilty of conduct which will bring reproach upon the profession of the investigator and The Association of British Investigators.**
- 2. To verify the credentials of clients and that they have lawful and moral reasons to instruct an investigation.**
- 3. To respect the privacy of clients and their lawful confidence.**
- 4. To ensure that services are adequately secure to protect privacy and to guard against inadvertent disclosure of private information.**
- 5. To ensure that all employees and other persons paid to assist an investigation adhere to this Code of Ethics and to accept responsibility therefor.**
- 6. To conduct all investigations within the bounds of legality morality and professional ethics.**
- 7. To respect the best interest of our clients by maintaining the high standard of proficiency and reporting to our clients all the facts ascertained whether they be advantageous or detrimental, and nothing be withheld from the clients save by the dictates of Law.**
- 8. To work together with all members of our Association towards the achievement of the highest professional objectives of the Association and to observe the precepts of truth, accuracy and prudence.**

**All enquiries to;
The General Secretary
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ**

SCHEDULE

MEMBERSHIP REQUIREMENTS	UK MEMBERSHIP ONLY			Overseas Mem'ship
	Affiliate	Associate	Full	
Age (minimum limit)	18	18	21	21
Period currently practising as an Investigator	N/A	full time practice	full time practice	Not less than 2 years

APPLICATION REQUIREMENTS	UK MEMBERSHIP ONLY			Overseas Mem'ship
	Affiliate	Associate	Full	
References required with application	Two - from persons of repute including employer if applicable.			
Proof of Professional Indemnity Insurance	no	yes	yes	no
Photographs required with application (passport)	two	two	two	two
Requirements to sit interview	yes	yes	yes	no
Application Fee with Application Form NON-REFUNDABLE (inclusive of VAT)	£111.63	£111.63	£111.63	£125.00
Annual Subscription payable on admittance (inclusive of VAT)	£165.00	£165.00	£165.00	£165.00

INCLUDED AS BENEFITS	UK MEMBERSHIP ONLY			Overseas Mem'ship
	Affiliate	Associate	Full	
Issue of Certificate and Identity Card	yes	yes	yes	yes
Listing in Directory of Members	yes	yes	yes	yes
Receipt of quarterly publications	yes	yes	yes	yes
Right of Attendance at business/social meetings	yes	yes	yes	yes
Voting Rights	no	no	yes	yes
Obligation to observe Bye-Laws and Mem. & Arts	yes	yes	yes	yes

MEMBERSHIP REQUIREMENTS		UK MEMBERSHIP ONLY			Overseas Mem'ship
		Affiliate	Associate	Full	
Benevolent Fund		yes	yes	yes	yes
Insurance - * Professional Indemnity (Block Policy)	* Subject to Insurers Approval	no	yes	yes	no

Note: Applicants for Ordinary Membership failing interview may be offered Associate Membership. Associate Members are provisionally admitted and must apply for Full Membership and attend an interview after two years or less. Maximum terms of Associate Membership is two years. Admittance to Associate or Affiliate Membership is at the absolute discretion of the Council who reserve the right to cancel or suspend such Membership without explanation but provision for appeal against cancellation or suspension will be allowed. Affiliate Membership ceases with member's cessation of occupation or vocation which originally qualified admittance.