

## MEMBERSHIP CRITERIA FULL, FAST TRACK & PROVISIONAL

### FULL MEMBERSHIP & FAST TRACK CRITERIA

1. Applicants must be resident in the United Kingdom and have been engaged as full time investigators in the UK for a **minimum of two years**, either as principals or employees of a reputable investigation agency.
2. They must be 21 years or over, and satisfy a Selection Panel by interview as to their ability, character and integrity.
3. All Full members will be required to hold Professional Indemnity Insurance at the minimum level of cover of £250,000. The Association has a members' only arrangement with a preferred broker, which provides comprehensive cover at discounted premiums. [Click here for details:](#)
4. All UK based applicants must provide a Criminal Conviction Certificate (Basic Disclosure or above), which is less than 12 months old. This can be applied for on-line, [click here:](#)
5. All Full members are required to be registration as a data controller with the [Information Commissioner's Office](#) with Private Investigation as a purpose.
6. All candidates will be expected to be sufficiently knowledgeable in the areas of Common Law, which are relative to the activities of a professional 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 may be asked to answer questions on those subjects. The candidate is assessed at the interview, and in most cases informed of the result on the day. The candidate will then be notified formally in writing by the Secretariat. The committee is 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.
7. **Every candidate for Full Membership, unless exempt <sup>1</sup>, must hold the qualification Level 3 Award for Professional Investigation (QCF). The Association of British Investigators own Academy provides a cost effective route to achieve the qualification, [click here:](#)** An attendance at one of ABI's GDPR 1-day training workshops on GDPR compliance would be an **acceptable alternative** as the entry level for membership.
8. **Fast Track Application for Full Membership:** For UK applicants who have been practicing as investigators in the private sector for at least 5 years (or at least 2 full years providing they have 3 years or more prior investigative experience in the public sector, such as Police or military). If they can also provide 2 references from existing long standing ABI members (of at least 5 or more years standing) who are prepared to vouch for the competence, experience and honesty of the applicant, then providing that the applicant satisfies the normal strict due diligence vetting, they will be admitted to Full Membership without the need to attend a selection interview and will be exempt the requisite qualification.

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<sup>1</sup> Please see the Level 3 Award's specification to compare against your existing qualifications and by all means seek exemption if you consider it appropriate.

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### PROVISIONAL MEMBERSHIP CRITERIA

1. Provisional Membership is open to persons who are over the age of 18 and UK based, but at the time of applying are either yet to become practicing investigators or have been practicing for less than 2 years.
2. Ideally they should have undergone or be registered on and adhering to a training course approved by the Governing Council.
3. They must be able to satisfy a Selection Committee, by interview, as to their ability, character and integrity.
4. 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.
5. This category of Membership should be regarded as a probationary period before Full Membership is granted.
6. All Provisional members will be required to hold Professional Indemnity Insurance at the minimum level of cover of £250,000. The Association has a members' only arrangement with preferred brokers, which provides comprehensive cover at discounted premiums. [Click here for details:](#)
7. All UK based applicants must provide a Criminal Conviction Certificate (Basic Disclosure or above), which is less than 12 months old. This can be applied for on-line, [click here:](#)
8. All Provisional members are required to be registration as a data controller with the [Information Commissioner's Office](#) with Private Investigation as a purpose.
9. All candidates will be expected to be sufficiently knowledgeable in the areas of Common Law, which are relative to the activities of a professional 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 may be asked to answer questions on those subjects. The candidate is assessed at the interview, and in most cases informed of the result on the day. The candidate will then be notified formally in writing by the Secretariat. The committee is 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.
10. **Every successful candidate will be required to train towards achieving the qualification Level 3 Award for Professional Investigation (QCF), unless exempt <sup>2</sup>, being the entry level for Full Membership. The Association of British Investigators own Academy provides a cost effective route to achieve the qualification, [click here:](#)**

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<sup>2</sup> Please see the Level 3 Award's specification to compare against your existing qualifications and by all means seek exemption if you consider it appropriate.