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To District, County/Region/Area and Country Appointment Secretaries
cc: District, County/Region/Area Commissioners,
Compass Champions and HQ Circulation list

Dear Appointment Secretary,

During this period while Compass has been offline we have been prioritising providing support to members processing disclosure applications.

In the past few weeks we have launched temporary tools to enable new adults to be disclosure checked, members with expired checks to be processed and members who require a disclosure check due to a change of role to be checked also, for further details of these tools please [click here](#).

Further to this we have put a fix in place which ensures that Appointment Secretaries receive an email once a member has cleared the National Vetting Process. This email is sent once a day and details who has cleared the National Vetting Process. If no members in your District, County/Region/Area have been cleared that day then you will not receive an email.

We know that this alert has not been working in the way we expected since Compass was taken offline, therefore from the early part of next week we will be sending you emails which will detail members who have cleared the National Vetting Process between 1 October 2014 and 24 March 2015 to ensure all your records are up to date.

You may find that you receive duplicate emails for some members who have cleared the process. We are doing all we can to minimise this but please accept our apologies in advance if this does affect you directly.

It is also worth noting that the email will not provide the date that the member cleared the National Vetting Process, we are currently working on further solutions for this, however we felt it was important to provide this alert service at the earliest opportunity.

We appreciate this will mean you will see quite a spike in emails next week as these alerts start coming through and we get back up to date, so thank you for bearing with this. Emails will be sent during the course of the week so don't be too concerned if you have not received anything straight away.

Yours,

The Scout Association



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