

BFC Veteran: 

## BRITISH FORCES CYPRUS VETERANS

# Security Questionnaire

For Local Security Screening

**Important:** Please read the notes on **Page 7** before completing the form as well as the AIPS User guide for other ID and Information required.

**Read the following instructions carefully.**

- Please complete the questionnaire in **BLOCK LETTERS** using **ONLY BLACK INK**.
- Check that you have completed **ALL** the questions and have provided an answer in all the boxes.
- Where a question is not applicable or the answer is genuinely not known or not obtainable, enter N/A or N/K respectively.
- Blank spaces or N/K responses may cause delay to your application.
- Extra space to answer questions is available in the information box. Use extra sheets if required.
- Failure to disclose relevant circumstances or information will be taken into account when assessing your suitability to successfully complete the security screening process.
- **Remember to complete the declarations on pages 5 and 6**
- **Once completed, hand in to your local BFC Pass Office.**

Please check box if you have completed a BFC Local Security Screening Questionnaire before.

**Yes** ☐ Date completed (dd-mmm-yy):

**No** ☐

**Applicant's Full Name:**

**Service in HM Forces**

**Service Number:**

**Service:**

**Corps:**

**Dates of Service:** from Day    Month    Year    to Day    Month    Year

**Rank on discharge:**

### Details about your partner:

<b>Surname (now):</b> <b>Title:</b>		
<b>Surname at birth:</b> <b>Any other used:</b>		
<b>Full Forenames:</b>		
<b>Date of Birth:</b>	<b>Day</b>	<b>Month      Year</b>
<b>Town of Birth:</b> <b>Country:</b>		
<b>ID Card Number:</b> <b>Passport Number:</b> <b>Date of issue:</b>		
<b>Day</b>	<b>Month</b>	<b>Year</b>
<b>Place of issue:</b>		
<b>Nationality</b> (See note 1): Former Nationality (if applicable): If naturalised, date of ARC: <b>Day      Month      Year</b>		
<b>ARC Number:</b>		
<b>Full Permanent address, (if different)</b> <b>since Month      Year</b>		
<b>Tel Number:</b>		
<b>Occupation:</b>		

**Within the last 5 years has your spouse/partner:**  
Resided at any other address in Cyprus? (Y/N)

Resided outside Cyprus for more than 12 months? (Y/N)

If **YES**, enter details to cover 5 years, with dates on continuation pages.

Please enter details of any vehicles that you own or use on a regular basis.			
Registration No	Make	Model	Colour
Registration No	Make	Model	Colour

**UNCLASSIFIED - (PROTECT WHEN COMPLETE)**

### Details about your Father:

<b>Relationship (if not natural parent):</b>		
<b>Surname:</b>		
<b>Surname at birth:</b>		
<b>Any other used:</b>		
<b>Full Forenames:</b>		
<b>Date of Birth:</b>	<b>Day</b>	<b>Month</b>
		<b>Year</b>
<b>Town of Birth:</b>		
<b>Country:</b>		
<b>ID Card Number:</b>		
<b>Passport Number:</b>		
<b>Date of issue:</b>	<b>Day</b>	<b>Month</b>
		<b>Year</b>
<b>Place of issue:</b>		
<b>Nationality</b> (See note 1):		
Former Nationality (if applicable):		
If naturalised, date of ARC:	<b>Day</b>	<b>Month</b>
		<b>Year</b>
<b>ARC Number:</b>		
<b>Full Permanent address, since</b>	<b>Month</b>	<b>Year</b>
<b>Tel Number:</b>		
<b>Mob Number:</b>		
<b>Email:</b>		

### Details about your Mother:

<b>Relationship (if not natural parent):</b>		
<b>Surname:</b>		
<b>Surname at birth:</b>		
<b>Any other used:</b>		
<b>Full Forenames:</b>		
<b>Date of Birth:</b>	<b>Day</b>	<b>Month</b>
<b>Year</b>		
<b>Town of Birth:</b>		
<b>Country:</b>		
<b>ID Card Number:</b>		
<b>Passport Number:</b>		
<b>Date of issue:</b>	<b>Day</b>	<b>Month</b>
<b>Year</b>		
<b>Place of issue:</b>		
<b>Nationality</b> (See note 1):		
Former Nationality (if applicable):		
If naturalised, date of ARC:	<b>Day</b>	<b>Month</b>
<b>Year</b>		
<b>ARC Number:</b>		
<b>Full Permanent address, (if different)</b>		
<b>since</b>	<b>Month</b>	<b>Year</b>
<b>Tel Number:</b>		
<b>Mob Number:</b>		
<b>Email:</b>		

**EMPLOYMENT INFORMATION****Current Employment**

<b>Employer's Details</b>  <b>Name of Employer:</b>  <b>Name of Company:</b>  <b>Address of Company:</b>   <b>Company Telephone Number:</b>  <b>Date commenced employment: Day      Month      Year</b>
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**Employment in British Government departments and on BFC establishments**

<b>As well as the military, have you ever been previously employed by a British Government department, BFC or SBA? Yes/No</b> If YES, complete the following table.				
<b>Department or Establishment</b>	<b>Dates (MMM / YYYY)</b> <b>From                  To</b>		<b>Employed as</b>	<b>Reason for Leaving</b>

<b>Criminal Convictions</b> See Notes on page 7	<b><i>Tick only One Box</i></b>
Have you ever been convicted or found guilty by a Court of any offence in any country (excluding parking But including all motoring offences even where a spot fine has been administered by the police) or have you been put on probation, received a formal caution or absolutely/conditionally discharged or bound over after being charged with any offence or is there any action pending against you? <b>If you answered YES, please give full details in the information box below.</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you ever been convicted by courts-martial or sentenced to detention or dismissal whilst serving in the armed services of the UK, Commonwealth or a foreign country? <b>If you answered YES, please give full details in the information box below.</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Has you ever had a close association with anyone (friend or family) who, to your knowledge has / or has had any instances of the above (less traffic offences). <b>If you answered YES, please give full details in the information box below.</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Security Information</b>	<b><i>Tick only One Box</i></b>
Have you ever been involved in espionage, terrorism, sabotage, or any actions intended to overthrow or undermine parliamentary democracy by political, industrial or violent means. <b>If you answered YES, please give full details in the information box below.</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you ever been a member of, or ever had a close association with anyone who, to your knowledge, Supported a group or groups involved in any of the above activities? <b>If you answered YES, please give full details in the information box below.</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you or any members of your family ever received education or technical training in a foreign country? <b>If you answered YES, please give full details in the information box below.</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>

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### NOTICE

Any information provided will be treated in strict confidence. The relevance of particular criminal convictions to security clearance is a matter for HQ BFC.  
Although it may be taken into account, any such information will not necessarily prevent you from successfully completing the screening process.

**Information (use extra pages if required):**

## DECLARATIONS AND RECOMMENDATIONS

### AS THE APPLICANT:

- I declare that I have read and understood the statement of HM Government's policy on vetting on page 7. YES ☐ NO ☐
- I understand that this form may be submitted for checking against the records of police and being aware that I have rights to privacy under the Data Protection Legislation, agree to waive these so that BFC authorities may enquire from the relevant authorities in the Republic of Cyprus or United Kingdom whether I have a criminal record. YES ☐ NO ☐
- I declare that the information that I have given is true and complete to the best of my knowledge and belief. YES ☐ NO ☐
- I understand that any false statement or deliberate omission in the information I have given in the questionnaire may disqualify me from holding a BFC Veterans Pass. YES ☐ NO ☐
- I, understand that, due to operational reasons, times of tension, and at the discretion of the Establishment Commanders, the rights of entry to BFC establishments may change with no notice. YES ☐ NO ☐

**NAME**

**DATE:**

### VETERANS' COMMAND BOARD RECOMMENDATIONS

- We the members of the Veterans' Command Board have reviewed the applicant's details and screened them for suitability in accordance with the policy requirements for a BFC Veteran's Access. YES ☐ NO ☐
- We, the members of the Veterans' Command Board recommend the issue of a BFC Veterans Access Pass. YES ☐ NO ☐

**ACCESS MAY BE GIVEN TO THE FOLLOWING SITES** (tick those that apply):

**AKROTIRI:** ☐ **EPISKOPI:** ☐ **DHEKELIA:** ☐ **TROODOS:** ☐

**CHAIRPERSON'S NAME: SURNAME AND INITIALS:**

**CHAIRPERSON'S APPOINTMENT:**

**Tel Number:**

### Statement of BFC's Vetting Policy

In the interests of national security, safeguarding MOD interests and maintaining the proper security of the British Forces Cyprus' essential activities, it is policy of that no one should be afforded entry into its establishments who:

- is or has been, involved in, or associated with any of the following activities:
  - Espionage,
  - Terrorism,
  - Sabotage,
  - Actions intended to overthrow or undermine Parliamentary democracy by political, industrial or violent means,
  - Serious Crime; or
- is, or has recently been:
  - A member of any organisation which has advocated such activities; or
  - Associated with any such organisation, or any of its members in such a way as to raise reasonable doubts about his or her reliability; or
  - Is susceptible to pressure or improper influence, for example because of current or past conduct; or
  - Has shown dishonesty or lack of integrity which throws doubt upon their reliability; or
  - Has demonstrated behaviour or is subject to circumstances which may otherwise indicate unreliability.

It is a control of entry policy that persons wishing to obtain permanent, unescorted access to BFC establishments prove they have a history of good conduct. This is achieved by producing a Criminal Records Check (CRC). BFC reserves the right to validate any CRC with the appropriate authorities. The purpose of such checks is to prevent those who may have connections with terrorist or criminal organisations, or who may be vulnerable to pressure from such organisations, from gaining access to BFC establishments.

**Failure to disclose relevant circumstances or information is likely of itself to be regarded as evidence of unreliability and will be taken into account in assessing your suitability for a Veterans access pass. It is therefore in your interest to be honest and open in your replies to the questions.**

**BFC complies with the Data Protection Act 1998. All information received will be kept in the strictest confidence. Information is only released to third parties under strict controls and in accordance with the law. Information may only be provided to a third party if further enquiries are considered necessary.**