

## GD1 Close Matching Guidance

| Condition            | Considerations  | Examples   |
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| Close match on names | <p>The following define a range of 'close name match' guidelines (note: do not combine elements of aliases when considering matches).</p> <ol style="list-style-type: none"> <li>1. A difference between the name on an application and a name on police records which could be a simple spelling mistake (i.e. the pronunciation could be identical, similar or a typing error may have occurred during entry on police systems).</li> <br/> <li>2. The surname on the application is a close or exact match to the surname on the local information.</li> <br/> <li>3. At least one of the forenames on the application (there may only be one) is a close or exact match to one of the forenames.</li> <br/> <li>4. The name is <b>Non-Anglicised</b> and the forenames and surnames could have been interchanged.</li> <br/> <li>5. In some cultures, forenames and surnames may be adopted or discarded over time. Therefore, <b>Non- Anglicised</b> names, where some of the name elements are the same, can be considered a close match.</li> <br/> <li>6. The name is <b>Anglicised</b> and the forenames and surnames could have been interchanged.</li> </ol> | <p>Paul Lucas and Paul Lukas<br/>           John Osbourne and John Osbourn<br/>           John Lucas and Jon Lukas<br/>           Roger Nowell and Roger Knowell</p><br><p>John Paul Lucas and Jon Lukas<br/>           Ken Wright and Kenneth Fred Write<br/>           John Gary Lucas and John Fred Lucas</p><br><p>Ian Atkinson and Ian Paul Atkinson<br/>           Peter John Stewart and Peter Stewart</p><br><p>Mohamed Ali and Ali Mohamed<br/>           István Fityó and Fityó István</p><br><p>Mohammed Abdul Ali and Mohammed Abdul<br/>           Abdul Saraj Ali and Abdul Saraj<br/>           Mohammed Ali and Mohammed Ali Saraj</p><br><p>Scott Ryan and Ryan Scott<br/>           Paul James and James Paul<br/>           Winston Granville and Granville Wintson</p> |

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|              | <p>7. If you have reason to believe that the information <b>may</b> relate to the Applicant and / or Third Party, even though the names do not meet the close matching guidelines, it should be treated as if it is a close match and processed using the relevant Method Product until you reach an outcome of 'Further Consideration' or 'Not Relevant'.</p> <p>Where the above scenario applies, and it has been categorised as 'Further Consideration' a brief note explaining why you recorded it as a close match should be included in the 'Notes' section on the AT2 in line with the corresponding 'Hit Reference'.</p>   |   |
| Close<br>DOB | <p>1. Within the DOB guidelines a close match is defined where any two out of the three date components are exactly the same.</p> <p><b>OR</b></p> <p>2. The day and month components may be reversed.</p> <p><b>OR</b></p> <p>3. If you have reason to believe that the information <b>may</b> relate to the Applicant and / or Third Party, even though the DOB does not meet the close matching guidelines, it should be treated as if it is a close match and processed using the relevant Method Product until you reach an outcome of 'Further Consideration' or 'Not Relevant'.</p> <p>Where the above scenario applies, and it has been categorised as 'Further Consideration' a brief note explaining why you recorded it as a close match should be included in the 'Notes' section on the AT2 in line with the corresponding 'Hit Reference'.</p> | <p>12/01/54 and 17/01/54<br/>12/01/54 and 12/11/54</p> <p>12/01/54 and 01/12/54</p> |

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| <p>Close Place Of Birth (POB)</p> | <p>1. Within the Place Of Birth guidelines a close match is defined as one which is spelled in such a way that it could be construed to be the same (i.e. the pronunciation could be identical or similar).</p> <p><b>OR</b></p> <p>2. The POB on the application and that on the local information are in the same city or in different towns located close together.</p> <p><b>OR</b></p> <p>3. If you have reason to believe that the information <b>may</b> be the Applicant and / or Third Party, even though the POB does not meet the close matching guidelines, it should always be treated as if it is a close match and processed using the relevant Method Product until you reach an outcome of 'Further Consideration' or 'Not Relevant'.</p> <p>Where the above scenario applies, and it has been categorised as '<b>Further Consideration</b>' a brief note explaining why you recorded it as if it were a close match should be included in the Notes section on the AT2 in line with the Hit Reference.</p> | <p>Bredbury and Breadbury<br/>Leicester and Lester</p><br><p>Bootle and Liverpool<br/>East End and London<br/>Rochdale and Manchester<br/>Birmingham and West Bromwich<br/>Leicester and Leicestershire</p> |
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