



Defence Update

Important message | Avetta and Security Clearance compliance

Good morning,

Late last year we wrote to you requesting your assistance in completing a thorough review of your entities compliance in Avetta and your employees security clearances and issuance of a Defence Security clearance (DCAC). With the due date of **Wednesday 31 January 2024** fast approaching, we request your immediate attention with the following task:

For Tier 1 or directly engaged by BGIS contractors

1. As the administrator of Avetta for your entity, please review your company Avetta profile to ensure ALL employees listed are **current** employees of your organisation.
2. Remove any employees that have left your organisation from your company profile
3. Add any employees that are currently working with your organisation on the Defence contract and hold a Defence Security clearance (DCAC)
4. Ensure all current employees are marked as **'Green' (compliant)** against *BGIS - Department of Defence - FM and BGIS - Department of Defence - Projects*. If they are marked 'Red' (non-compliant) please ensure all documentation is supplied and all required mandatory training modules are completed. This will trigger their compliance to Green
5. Ensure your company is marked as **'Green' (compliant)** at an Entity level, against *BGIS - Department of Defence - FM and BGIS - Department of Defence - Projects*. If it is marked 'Red' (non-compliant) please ensure all documentation is supplied including insurances and licenses

For Tier 2 contractors *(this applies to businesses that are subcontracted by a head contractor with BGIS, to perform works on a Defence estate)*

1. Please liaise with your Head Contractor to confirm your Avetta status
2. If you are marked **'Red' (non-compliant)** please ensure all documentation is supplied and all required mandatory training modules are completed
3. If you wish to continue to work with BGIS on the Defence contract, please reach out to **Defence EMOS Contracts** Defence.Contracts@apac.bgis.com to have your organisation onboarded in Avetta. There will be further steps required, that our Defence Contracts team will discuss with you.

NOTE: Any entity or individual employee that remains non compliant in Avetta by Friday 9 February 2024 will be removed from Avetta and have their Defence Security clearance sponsorship cancelled. This will prevent you from conducting works with BGIS on the Defence contract.

Should you require confirmation of your entities listed employees that hold a Defence Security clearance (DCAC), please reach out to **Defence Security** Defence.Security@apac.bgis.com

We are always here to help! If you are experiencing any issues or require further support around Avetta compliance, please email cms@apac.bgis.com or defence.contracts@apac.bgis.com

Defence Management



SAFETY



INNOVATION



RECONCILIATION



DIVERSITY



SUSTAINABILITY



WINNER | 2019, 2020 and 2021 DEPARTMENT OF DEFENCE BASE SERVICES CONTRACTOR OF THE YEAR