

# WORLD-CHECK REFERENCE GUIDE

## UPDATE CATEGORIZATION

World-Check Update Categorization provides clients with the ability to quickly and easily understand the significance of the most recent update to each record. While some information may be critical, not all updates will require attention or rescreening. Update Categorization helps to highlight valuable information from information that is less so by tagging it as one of four update categories: C1 (most critical) – C4 (least critical) – see more detail below.

For any update, the value placed in the UPDATE CATEGORY field will always be the most critical value of all updates made. For example, if an alias is added (C1) and the category is changed (C2), the field will be populated with C1.

Field	Update Category	Comments
UID	N/A	Never Changes
<b>LAST NAME</b>	<b>C1</b>	
<b>FIRST NAME</b>	<b>C1</b>	
<b>ALIASES</b>	<b>C1</b>	
<b>LOW QUALITY ALIASES</b>	<b>C4</b>	<i>Advanced</i>
<b>ALTERNATIVE SPELLINGS</b>	<b>C1</b>	
<b>NATIVE ALIASES</b>	<b>C1</b>	<i>Advanced</i>
<b>CATEGORY</b>	<b>C2</b>	
<b>TITLE</b>	<b>C3</b>	
<b>SUB-CATEGORY</b>	<b>C2</b>	
<b>POSITION</b>	<b>C3</b>	
<b>AGE / AGE AS OF</b>	<b>C1</b>	
<b>DOB(S)</b>	<b>C1</b>	
<b>PLACE OF BIRTH</b>	<b>C3</b>	
<b>DECEASED</b>	<b>C1</b>	
<b>PASSPORTS</b>	<b>C3</b>	
<b>SSN</b>	<b>C1</b>	
<b>IDENTIFICATION NUMBERS</b>	<b>C1</b>	
<b>LOCATIONS</b>	<b>C1</b>	
<b>COUNTRIES</b>	<b>C1</b>	
<b>CITIZENSHIP</b>	<b>C1</b>	
<b>COMPANIES</b>	<b>C4</b>	
<b>E/I OR GENDER</b>	<b>C1</b>	
<b>LINKED TO</b>	<b>C4</b>	

Field	Update Category	Comments
<b>FURTHER INFORMATION</b>	C1	<ul style="list-style-type: none"> <li>• [REPORTS] section when a substantial update is made:               <ul style="list-style-type: none"> <li>○ “To be determined.” Is replaced with risk information (for example addition of World-Check Crime relevant risk, e.g. an existing PEP with no reports is arrested for fraud or corruption)</li> <li>○ Updated with arrest/guilty verdict/sentence/charges dropped etc. information (i.e. record was created based on official investigation for World-Check relevant crime and individual is subsequently arrested, convicted or sentenced)</li> <li>○ Financial warnings: Additions from lists (addition of information with or without keywords)</li> <li>○ Interpol: Newly listed or re-listed.</li> </ul> </li> </ul>
	C2	<ul style="list-style-type: none"> <li>• [BIOGRAPHY] section, where a current PEP moves to a higher PEP position within current subcategory (e.g. Cabinet Minister moves to Prime Minister)</li> </ul>
	C4	<ul style="list-style-type: none"> <li>• [BIOGRAPHY], [IDENTIFICATION], or [REPORTS] sections where not covered above.</li> <li>• Financial warnings: Removals (with or without keyword)</li> <li>• Administrative court or investigation process updates to cases, such as bail being granted, trial postponed to a later date, verdict appealed, etc.</li> <li>• Spelling, grammar, formatting, and sentence construction corrections.</li> <li>• No further developments in a record reported after thorough review.</li> </ul>
<b>KEYWORDS</b>	C2	
<b>EXTERNAL SOURCES</b>	C4	