



**P I S A**

**INTEGRITY ASSESSMENT CENTRE**

## EMPOWERED THROUGH KNOWLEDGE

The PISA Integrity Assessment Centre is your leading partner in integrity management solutions. Offering polygraph examinations, psychometric assessments and criminal record and background verifications conducted by qualified and accredited experts



INTEGRITY ASSESSMENT CENTRE

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# EMPOWERED THROUGH KNOWLEDGE



The PISA Integrity Assessment Centre offers a range of services, including polygraph examinations, background verifications, psychometric evaluations, and much more. We utilize the multitude of professional tools at our disposal to offer our clients the perfect solutions for their particular needs.

Merging professional experts from various specialist fields, the PISA Integrity Assessment Centre can offer versatile, dynamic and professional solutions to suit the needs of your business, **saving you time, money and significantly increasing the effectiveness of your business** and services. Most importantly however, we understand the importance of our work to you and your staff and strive to conduct our services with the highest standards. All staff members are qualified and accredited in their respective fields of expertise and are required to act in accordance with professional standards of practice and a code of ethics. The PISA Integrity Assessment Centre is not just a service provider, it is a mark of quality with a reputation par excellence.

## QUALIFIED & ACCREDITED

All staff members are required to be fully qualified and accredited as applicable. All of our polygraph examiners qualified from courses accredited by the American Polygraph Association in accordance to their required standards of practice. All examiners are required to be members in good standing with the Southern African Polygraph Federation and to adhere to the required standards of practice set forth by the American Polygraph Association and the Southern African Polygraph Federation. All psychometric assessments are conducted by qualified staff registered at the Health Professions Council of South Africa.

## WISDOM CRAFTED THROUGH EXPERIENCE

With over 30 years in the business, the PISA Integrity Assessment Centre / Polygraph Institute of South Africa is the longest running institution, leading the field in all respects. Let our expertise work for you. We can assist our clients to gain the maximum benefit from correctly implementing the needed programs and procedures and use our vast array of experience accumulated over many years to guide and advise our clients where needed. The correct implementation of pre-employment screening examinations and specific investigation polygraph testing can save you time, money and legal headaches.



## COMPANY HISTORY

The PISA Integrity Assessment Centre was established in 1986, with the aim of providing professional polygraph and integrity assessment services to the private industry in South Africa. At the time, there were very few examiners who could render such a service. There was also a growing recognition that further research regarding the polygraph technique was essential and PISA was keen to pioneer and co-ordinate such activities. In 1992, the PISA Integrity Assessment Centre opened an office in Midrand. Demands for their services grew with the realisation of the potential of the polygraph as an investigative tool and the value that integrity assessment programs held for businesses and organisations.

Today PISA Integrity Assessment Centre still operates from conveniently situated offices in Centurion, and has expanded by establishing offices and/or associates countrywide, with new offices being opened in Cape Town in 2021. Membership of the Institute has grown to several fully qualified polygraphists. The PISA Integrity Assessment Centre remains at the forefront of polygraphy and integrity assessments in South Africa; not only with regard to knowledge about the most advanced techniques, but also in respect of practical contribution to the profession in our country. In this regard, the company played a key role in establishing the Polygraph Association of South Africa (PASA) in 1995 and supported the establishment of the subsequent Southern African Polygraph Federation (SAPFED). This association strives and works actively to promote excellence in the use of the polygraph in all areas of commerce and industry in South Africa.

The affiliates of the PISA Integrity Assessment Centre are all members of the Southern African Polygraph Federation (SAPFED). Membership to professional bodies such as these is important in terms of establishing credibility and minimum qualifications when practising polygraphy. This is important to the client, as it provides assurance that the examiner has been trained in terms of internationally acceptable standards and that the polygraphist is bound by a strict code of ethics.

The PISA Integrity Assessment Centre remains the single biggest company specialising in polygraph and integrity assessment services in South Africa. We believe that professional service can only be provided by well-trained and experienced polygraph examiners and our team is continually kept up to date with the latest developments in the field.





## COMPANY VISION

South Africa is a unique and beautiful country, that is progressing and growing despite facing numerous unique, and some not so unique, challenges. We at the PISA Integrity Assessment Centre understand that our services, our work and dedication can play an integral role in support of this marvellous endeavour for the nation, and for every one of our clients.

Our vision is to create the leading integrity assessment and lie detection institution in South Africa, dedicated to uncompromising quality and excellence. We understand the important role that lie detection and integrity testing can play in support of risk management and threat mitigation, as well as the potential harm that can be done by inadequate and unscrupulous practices, and therefore strive to only use techniques and methodologies of the highest standard, to adhere to and promote international standards of best practice, and to defend the principles of integrity, ethics and fairness in the profession.

We believe that the advancement of the profession to promote ethical, fair standards of practice rests not only with service delivery, but in the promotion and support of the scientific and academic spheres. Our vision is to create and support a research and development division to craft the knowledge and wisdom needed to conduct examinations of the highest quality and to uplift the principles that we hold dear.

Finally, we strive to share our knowledge and experience with South Africa and the world through the implementation of professional education programmes and expert testimony as and when required.

Our vision is not only to be leaders in the industry, but to lead the industry itself. PISA International Assessment Centre par excellence.



# COMPANY MISSION

We understand that our work is of great importance to our clients, their clients, and their staff members. The mission of the PISA Integrity Assessment Centre is to conduct polygraph examinations, integrity assessments and all of our services with integrity and with utmost professionalism:

- Promote honesty and integrity in the workplace in an ongoing effort to foster a culture of integrity.
- Curb losses by proactively deterring criminal activities while simultaneously actively assisting in any criminal investigations.
- Promote efficiency in the workplace, in investigations and to assist in expediting business growth.
- Prevent discriminatory and unjust accusations.

We at the PISA International Assessment Centre firmly believe that integrity management tools have a role to play in creating a prosperous future for our country. We know that these services can play a vital role in fighting crime, helping the innocent and in creating a culture of integrity in companies, cities, and perhaps even the world, and therefore we strive to:

- Lead by example and conduct our examinations and services ethically, professionally, fairly and without compromise.
- Never cease to improve ourselves with advanced and continuous education.
- Continuously strive to utilize the most accurate, validated, and reliable techniques.
- Strive for nothing less than the highest standards of practice.
- Educate the public regarding the protocols, procedures, and knowledge that they need to make the right decisions for themselves, their companies, and their staff.
- Expand and adapt so that we may deliver comprehensive custom solutions that will serve the unique needs of our clients.
- Remain the gold standard for professional integrity assessment services.





# CODE OF ETHICS

- We regard our adherence to a strict code of ethics as central to the service we render and we accept responsibility for conduct and behaviour designed to serve the cause of truth and justice. We respect the dignity of all persons and strive to be fair, just and impartial at all times. We at PISA conduct our business in terms of the following principles:
- To maintain the highest standards of moral, ethical and professional conduct and to be governed by laws of equity and justice in the performance of all functions.
- To respect the inherent dignity of all mankind; to deal justly, fairly and impartially with each individual, irrespective of social, political, racial, ethnic or religious considerations, economic status, or physical characteristics.
- To conduct our professional duties and obligations with independence, dignity, and self-respect; to keep all decisions and reports scrupulously free from any personal, financial, political, fraternal, social or other influences.
- To refrain from false or misleading advertising; to accept no remuneration for services rendered unless such be fair and responsible
- To only accept as members in the PISA Integrity Assessment Centre those persons who are believed to be fully qualified; who subscribe to the moral and ethical Standards and Principles of Practice of the Institute, and who will strive in every way to be a credit to the polygraph profession.
- To support to the best of their ability the professional goals of the Polygraph Institute of South Africa: to support scientific research in the polygraph field; through word and deed to elevate the status of the polygraph profession.





# GENERAL INFORMATION

**Company Name:** International Assessment Centre (Pty) Ltd t/a PISA Integrity Assessment Centre

**Company Registration:** 2018/298462/07

**Physical Address:** Unit 1  
Manhattan Office Park  
16 Pieter Street  
Highveld Techno Park  
Centurion  
0157

**Directors and Members:** Mr Charles Allen Kemp – Managing Director and Polygraph Examiner  
Ms Joannette Karsten – Director and Polygraph Examiner  
Mr Chris Karsten – Director and Polygraph Examiner

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**Twitter:** <https://twitter.com/sapolygraph>

**Facebook:** <https://www.facebook.com/polygraphinstitute/>

**Instagram:** [https://www.instagram.com/pisa\\_south\\_africa/](https://www.instagram.com/pisa_south_africa/)

**LinkedIn:** <https://www.linkedin.com/company/pisa-integrity-assessment-centre/>

**B-BBEE Status:** B-BBEE Level 4 Contributor: 100% Procurement Recognition





# COMPANY PROFILE

The PISA Integrity Assessment Centre head office is conveniently situated at Unit 1, Manhattan Office Park, 16 Pieter Street, Highveld Techno Park, Centurion, 0157 with another main office at JFA House, 138 Democracy Way, Marconi Beam, Cape Town. From there our company can implement the full range of services to the entire Gauteng and Cape Town areas, and all adjoining areas. The company also has affiliates in Eastern Cape, Bloemfontein, Limpopo, KwaZulu-Natal and Mpumalanga.

All professional experts employed at the PISA Integrity Assessment Centre are willing to travel to the location where needed in South Africa and internationally. The PISA Integrity Assessment Centre has successfully conducted operations in Swaziland, Zambia, Zimbabwe, Kenya, Namibia, Angola, Uganda, Ghana, and other countries on the African continent. The experience and expertise of our staff can not only assist clients to implement the examinations effectively suited to their unique individual needs but can assist in helping them make the most of the results.

The PISA Integrity Assessment Centre has a permanent staff compliment of 13 experienced, qualified, and accredited polygraph examiners. All polygraph examiners employed at the PISA Integrity Assessment Centre qualified from internationally accredited training institutions and are members of the Southern African Polygraph Federation (SAPFED), a divisional member of the American Polygraph Association. The Southern African Polygraph Federation (SAPFED) is a self-regulating professional body that requires all their members to adhere to international standards of practice, complete continuous education seminars to stay up to date with the latest techniques and research in the field of polygraph and adhere to a strict code of ethics. For more information regarding the Southern African Polygraph Federation, please visit their website at: [www.sapfed.org](http://www.sapfed.org)

All polygraph examiners contracted to act as affiliates on behalf of the PISA Integrity Assessment Centre are required to have qualified from an accredited international training institution. All examiners are required to adhere to accepted international standards and to conduct examinations in accordance with the Regulations of the Southern African Polygraph Federation (SAPFED).

All polygraph examination question techniques implemented by the polygraph examiners of the PISA Integrity Assessment Centre are internationally recognized as valid and reliable detection of deception question techniques supported by scientific research and peer review, recognized by the American Polygraph Association.

The PISA Integrity Assessment Centre has a qualified and experienced psychometrist registered with the Health Professions Council of South Africa on staff. All psychometric assessment evaluations implemented by the PISA Integrity Assessment Centre have been registered with and classified at the Health Professions Council of South Africa.

The company also boasts an administrative staff compliment dedicated to professional service delivery. This means shorter waiting for our clients when making a booking, quicker turn-around times, and the ability to conduct large scale examinations quickly, effectively, and with highly competitive prices.

While active as The PISA Integrity Assessment Centre the company has assisted with a variety of operations across Africa. This includes providing continuous screenings as part of integrity management programs for the majority of the leading service providers in the security industry, mining operations across Africa, large scale distributors, and retailers, as well as leading financial institutions.

The company assists with specific incident investigations whenever required, and continuously works with leading financial institutions, security service providers, private investigators, corporate investigation teams, large scale distributors, mining operations and many other companies with polygraph examinations implemented to assist in gathering information for investigating teams as well as to implement the examinations as part of a bundle of evidence when required. The company has assisted in the screening and selection of special operations teams for police service and various other special operations.

The company has assisted in the implementation of pre-employment applicant screening programs for leading service providers in the security industry, for financial institutions, learnership programs, mining operations, retailers, and large-scale distributors to assist in screening and selecting staff members from applicants using a combination of pre-employment screening tools uniquely developed for each individual company.


The PISA Integrity Assessment Centre is an amalgamation of professional services working in unison to provide clients with a comprehensive, all-inclusive service provided by experienced professionals. From psychometric assessments registered and classified by the Health Professions Council of South Africa, a wide range of background checks utilizing the latest fingerprint technology, large-scale screenings procedures with the aid of the latest American detection of deception technology, comprehensive integrity management programs and dynamic pre-employment screening programs customized to meet the needs of every individual client, there is no project to big or small.

## REPUTATION PAR EXCELLENCE



EMPOWERED THROUGH KNOWLEDGE

The PISA Integrity Assessment Centre is your leading partner in integrity management solutions. Offering polygraph examinations, psychometric assessments and criminal record and background verifications conducted by qualified and accredited experts

 @pisa\_south\_africa

 /polygraphinstitute





# PRODUCTS & SERVICES

The PISA Integrity Assessment Centre has various tools and instruments available for implementation, including polygraph examinations, psychometric assessments, various background vetting and integrity management programs. These tools can be implemented individually to address singular incidents, or combined to formulate an all encompassing risk management program to safeguard your company, your staff and your customers.

All polygraph examinations are conducted by professional polygraph examiners qualified at an internationally recognized institution and are members of the Southern African Polygraph Federation, a divisional member of the American Polygraph Association. All polygraph examination techniques are internationally considered as scientifically valid and reliable. All psychometric assessments used by the PISA Integrity Assessment Centre have been registered and classified with the Health Professions Council of South Africa. The assessments are conducted by a qualified psychometrist registered with the Health Professions Council of South Africa.

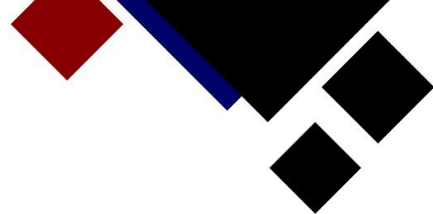
For more information, please visit us at: [www.polyinstitute.co.za](http://www.polyinstitute.co.za) or feel free to contact us. We are happy to assist in any way we can.



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# Polygraph Examinations

Polygraph examinations are scientifically validated tests used to determine the likelihood of a person being truthful when answering pre-determined questions. These examinations can serve multiple functions in a company or institution and are often used by law enforcement agencies, investigators, and human resources practitioners to assist in various investigations and to resolve disputes.

There are various different types of polygraph examinations with different uses and different levels of accuracy. Polygraph examinations can be used to assist in investigations, as part of a bundle of evidence in CCMA and equivalent institutions as well as labour court, as part of a general risk screening program or pre-employment vetting programs.

## Specific Incident Polygraph Examinations

Polygraph examinations are often used to assist in investigations. If you had a criminal or other incident occur at the workplace, polygraph examinations can serve as a powerful forensic tool.

As an investigative tool it is capable of providing information to the investigating team regarding the incident that in certain cases is simply not possible through any other means. Most agencies have found that the polygraph can be used most effectively to limit the number of suspects. The results can normally indicate which person/s was involved in the investigated matter, and in some instances admissions of guilt are obtained during or after a polygraph examination as well as additional information from the pre-examination interview which can be corroborated with previous statements or other facts of the case.

A polygraph examination does not replace an investigation; however, it can greatly assist the investigating team. The results of a polygraph examination can also be submitted as part of a bundle of evidence to increase the strength of a case in a disciplinary hearing or arbitration.







# Pre-Employment Polygraph Examination

A pre-employment polygraph examination is a test conducted on applicants or prospective employees as a means of gathering information, verifying information submitted by applicants and to monitor for potential risks to your company such as historical criminal or unethical behaviour.

During a pre-employment polygraph examination, the candidate fills out a form regarding their history, including personal administrative information, medical history, employment history, history of drug use, involvement in criminal or unethical activity, financial history and more.

Once the form has been completed the candidates are questioned during a structured interview and are informed that being honest in their responses will increase their chances of being accepted at the company as the reason for the examination is to determine their honesty. The candidates are given the opportunity to amend their responses prior to the examination.

Pre-determined questions are discussed with the examinee, and once the examinee agrees that they understand the questions and can answer them truthfully, a polygraph examination is conducted to verify whether the candidate is truthful when answering the questions.

## **Examples of questions posed during a pre-employment polygraph examination:**

- 1. Did you lie or withhold information on your CV in order to get this work?**
- 2. After the age of 18, did you commit a serious criminal offence?**
- 3. Did you ever steal any money or stock from a place where you have worked?**
- 4. Did you use any illegal drugs in the past six months?**

The questions are tailored to the position and company for which the person is applying. While background verifications, qualification verifications and criminal record vetting may indicate historical, criminal, or unethical activities of a candidate, a pre-employment polygraph examination can assist in detecting activities and falsified information that cannot be monitored through any other means, such as their involvement in criminal activity for which they have not been prosecuted.

# Continuous Screening Polygraph Examination

Continuous screening polygraph examinations are examinations that are implemented on a continuous basis in accordance with a pre-determined timeframe (3 months, 6 months, or annually) as a means of pro-actively monitoring for criminal and unethical activities at a company. These examinations have been implemented with great success at security companies, hotels, retailers, mining operations, logistics and warehouse companies and many more.

Knowing that they will be sent for a polygraph examination on a routine basis, staff members are less likely to become involved in criminal or unethical activities. Should they become involved in such activities, it will likely be detected during their screening examination and prompt further investigation by the company.

# Statement Verification Examination

During certain incidences and investigations, the investigating team is often left with nothing but a statement, or even worse, conflicting statements. As there can be limited avenues available to determine the veracity of these statements, polygraph examinations can provide an alternative course affording the opportunity of all parties involved in having the truthfulness of their statements scrutinized by an independent test.

It often happens that individuals are unjustly implicated in a crime or marked as targets for accusations or inferences. In many cases, there is no way in which those concerned can restore the trust or protect their reputation from the harm of careless accusations. The polygraph examination provides an excellent opportunity to restore the trust between employee and employer and creates an unequalled opportunity for such individuals to substantiate their truthfulness and prove their innocence.

The results of statement verification polygraph examinations can be submitted along with the written statements as part of a bundle of evidence in disciplinary hearings or arbitrations, increasing the value of the evidence.







# PSYCHOMETRIC ASSESSMENTS

Psychometric tests are psychological measurement tools used when there is a need for an objective assessment of a person's personality, aptitude, integrity, and interest. These tests can be implemented as 'pen and paper' assessments or can be conducted online. The PISA International Assessment Centre offers a variety of psychometric tests that can assist a business in gaining a better understanding of the employees on multiple different facets. Psychometric assessments can be used for different purposes, which includes recruitment and selection, personal development, leadership identification and development, career guidance and counselling and performance improvement.

The PISA International Assessment Centre offers two main categories of psychometric assessments, including Integrity Orientated Psychometric Assessments, designed to evaluate the integrity profile of an individual, as well as Aptitude and Personality Orientated Psychometric Assessments, designed to give an employer a better understating of an individual. These evaluations focus on areas such as aptitude, language proficiency, cognitive abilities, and personality.

## Integrity Orientated Psychometric Assessments

Integrity Psychometric Tests are assessments designed to focus specifically on the factors of the applicant that measures a person's integrity. These examinations can therefore be a valuable indicator of how the person will act as an employee of the company when faced with issues of ethical behaviour:

### **IP200 (Integrity Profile)**

The IP200 is the Flagship of the dedicated Integrity tests that consists of 10 sub-structures of which each has 5 measuring areas. It is a very comprehensive, diagnostic, and developmental instrument that provides the user with more than 60 scales to measure the complex concept of Integrity with, to provide feedback to candidates, to make predictions on future behaviour and/or develop Integrity on an individualistic or corporate basis. It consists of 200 test-items, declares approximately 88% of the total variance and takes approximately an hour to administer and boasts Lie and Consistency as well as Unnatural Exaggeration factors.

## **IMI (Integrity Measurement Instrument)**

The IMI is the shorter and simpler version of the IP-200. It is much more overt and direct in its basic approach to measuring Integrity. It consists of 100 test-items (declaring approximately 75% of the total variance) in more than 10 languages (plus Braille and Sign Language) and provides the user with 10 scales to base decision(s) on. One of these scales is a Verifiable Factor scale and provides the instrument, together with its Lie-Detector scale, a very soundly based reliability. The IMI takes about 35 minutes to complete and is especially useful for screening purposes.

## **BIP (Basic Integrity Profile)**

The BIP was specifically developed from the very comprehensive IP200 for the purpose of having a condensed instrument available to 'shortlist' people regarding Integrity in the World of Work. It consists of only 35 test-items and generates 18-scales of which 13 are of the First Order (representing the primary areas within the field of Integrity and five of the Second Order (representing the weighted composite areas embodying the primary areas it consists of). The BIP takes about 10 to 15 minutes to complete and is especially useful for shortlisting purposes

## **GIP (General Integrity Profile)**

The essential purpose of the GIP is to effectively differentiate between people in the general population regarding the degree of span Integrity they possess and demonstrate in life. The main purpose is not to obtain an absolute measurement and categorization of an individual regarding his Integrity, but rather his tendency and orientation along the continuum of Integrity in general terms – i.e., a trend more than an absolute measurement.

## **OCB (Organizational Citizenship Behaviour)**

To assess the candidate's general disposition to helping other and to serve the best interest of the organization by demonstrating a willingness 'to walk the extra mile' in assisting co-workers when in personal need as well as developing their skills and furthering their careers, etc. as well as serving the organization even if it is not 'officially' required of him – not to be in essence self-centred, but to cooperate fully to serve others (people) and the corporate interest (organization) at all times under all circumstances.

## **CWB (Counterproductive Work Behaviour)**

To assess the tendency on the part of the candidate to demonstrate (or succumb to) behaviour that is (or maybe) to the detriment of the organisation he belongs to or even his co-workers. Such behaviour may include a lack of commitment or the willingness on the part of the candidate to pro-actively promote the best interest of the corporate entity, and on the one side of the continuum, to demonstrate blatant opposing-action such as sabotage or aggression towards one's boss or colleagues with the intention to hurt the organisation and/or its employees.



# Aptitude and Personality Orientated Psychometric Assessments

The aptitude and personality orientated psychometric assessments provide companies with comprehensive information regarding applicants or employees as a means of understanding the capabilities and potential of the individuals better, and to assist in determining where the individuals can be most effectively implemented in the company. These examinations focus on areas such as aptitude, language proficiency, cognitive abilities, and personality:

## **COPAS (Cognitive and Potential Assessment)**

For the establishment of a cognitive measuring instrument that would serve the needs of South African economic, business and work community well

## **BOP (Brain Orientation Profile)**

The BOP measures the brain orientation of the candidate by using 100 items. There is no time restriction applicable and would take about 20 minutes to complete

## **SAP (Security Assessment Profile)**

The SAP is a competency test that consists of 100 test-items and specializing in serving the security industry per se. It consists of four main Parts and five Substructures as well as an Integrated Rating that provides the single best representative 'score' of the above measuring areas and an Adapted Rating which is an adaptation of the latter score according to the degree the candidate tried to manipulate the outcome of this test. Each one of the substructures consists of competencies, skills, abilities, and attributes that provided the users of this instrument with 35 scales to base their interpretation, diagnoses, and decisions relative to the candidate on. The SAP takes approximately an hour to complete.

## **DAP (Drivers Assessment Profile)**

This instrument is virtually similar to the SAP but specialises in the field of driving and was specially developed to serve the Driver Fraternity in the economy of today. It is assessing the critical human factors that differentiate between people who perform the Driver function in a professional capacity (i.e., doing driving as a work/job – to earn a living by driving) in terms of a sound and multiple criteria of (work) success

## **PAW (Personality at Work)**

The PAW is the most comprehensive personality test on the market and takes approximately an hour to one and a half hour to complete but is providing the user with conclusive information on all angles relative to the field in personality. It can be used at all levels and to serve the full spectrum of needs a user may have in the field of Personality.

## **CAP (Comprehensive Aptitude Profile)**

The CAP covers the 'Career-fit'-field in much more detail than the BAP. The CAP also offers a more comprehensive list of Personality attributes on the Psychological Dimensions side of the matching process to enhance the fit with the Career Requirements side of the matching process.

## **BAP (Basic Aptitude Profile)**

As the name implies, the BAP is more involved in the 'groundwork', so to speak, in that it is a much more basic instrument, determining the fundamental leaning the candidate has in terms of the more primary and intrinsic abilities and attributes he possesses on which careers are built. The BAP is thus an instrument that assesses and guides the candidate more in terms of the basic 'broad stream of careers' that his basic human capacity profile will 'allow' him to successfully enter into.

## **PEP (Practical English Proficiency)**

The Practical English Proficiency instrument measures the extent to which a candidate can comprehend and converse in the English language as well as the candidate's ability to reason in an analytical and logical way in a verbal context.







# BACKGROUND VERIFICATIONS & VETTING

The PISA International Assessment Centre can provide a wide range of personal information verifications, which is an easy to implement and effective tool used to learn more about the current staff members or applicants at a company. These verification checks can be done on an individual basis or can be selected to form part of a custom pre-employment screening package. A proper background verification is the most basic and least complex means of vetting an applicant to ensure that they were honest on various facets of their application. These verifications can provide vital information needed by companies before they commit to hiring an employee.

## **The following background information can be verified:**

- Criminal Background Check AFIS (Electronic Fingerprint scanning)
- Identity Number Verification
- Citizenship
- Fraud Listing
- Driver's License Verification and Endorsements
- Public Drivers Permit (PDP)
- Qualification Checks - Matric
- Qualification Checks - Tertiary (National)
- International Qualifications
- Experian Credit Check
- ITC Credit Check
- XDS Credit Check
- Compuscan Credit Check
- Combined Credit Check (Consumer credit check with all 4 bureaus XDS, TransUnion, Experian and Compuscan)
- Company Credit Check
- Social Media Screening (Basic, Standard, Full and High Profile)
- Reference Checks (Date, Position, Reason for Resignation)
- Reference Checks (detailed - 5 - 8 competencies)
- Directorship Register
- Passport Match
- Permanent Residence Permit
- Work Permit Verification

# PRE-EMPLOYMENT SCREENING PROGRAMS



Pre-employment screening programs are implemented when a company is selecting applicants for a position at the company. A pre-employment screening program are a means of gathering information important to the employment process and relevant to the position for which the person is applying. The PISA Integrity Assessment Centre offers multiple tools and instruments that can be used to screen applicants prior to employment. The instruments can be ordered on an individual basis, as part of a combined package or in a successive hurdles model.

Pre-employment screening programs can be tailored to suit the needs and budget of individual clients and can range from simple criminal record verifications or polygraph examinations to comprehensive assessments that include psychometric evaluations. These programs can assist a company in making the right choices when selecting candidates, which can increase productivity, mitigate criminal and unethical activities, and save the company time and money in both the short term, and in the long run.

With the high demand for employment in South Africa it is unfortunate that it is not unusual for potential employees to deceive potential employers, either to gain an illegitimate advantage over their competition, or even for far more sinister reasons. Syndicates and criminal groups use employees to gain access to your place of business potentially putting yourself, your company, your employees and your clients at risk.

Any company is responsible for the wellbeing of themselves, their employees and their clients, and the pre-employment examination is an essential tool in fulfilling that responsibility. Due to the massive advantage that this examination can provide any company it should no longer be considered a luxury, but rather a necessity for the safety and security of all involved.







# INTEGRITY MANAGEMENT PROGRAMS

Integrity management programs are designed to assist a company in managing criminal and unethical activities at the workplace. The main premise of an integrity management program is to combine positive re-enforcement and employee development while actively monitoring for criminal and unethical behaviour and providing an opportunity for staff members to divulge information in a safe environment.

An integrity management program may consist of a pre-employment screening component designed to assist a company in selecting the best candidate for a position. By actively screening applicants prior to employment the company mitigates the possible risk of employing person prone to criminal or unethical behaviour.

The second component consists of continuous polygraph screening program. Screening examinations provides staff members with a safe opportunity to declare information regarding potential criminal or unethical activities that may be present at the company, or to provide insight into potential flaws in the company's systems or security. Furthermore, the examination questions are structured to identify potential criminal and unethical activities uniquely developed for each client. The results of these examinations can aid companies to identify potential risks in order to proactively safeguard the company against criminal or unethical activities. Polygraph screening examinations are a highly effective means of monitoring for criminal and unethical conduct while collecting useful information in a structured interview process. Screening tests are intended to add incremental validity to risk management decisions that are made in the absence of any known problem. This is accomplished both by gathering information and by investigating the possible involvement of an individual in one or more issues of concern. Screening polygraph examinations can have the additional benefit of acting as a deterrent for criminal activity.

Employees are screened when applying for a position as a general rule, however it is important to bear in mind that even though an applicant did not have a criminal record or dire financial situation when they applied, this could have changed in the interim. By combining the various tools available from the PISA Integrity Assessment Centre, companies can create holistic continuous screening and vetting programs to monitor for any potential risk, expediting the detection process and providing companies with the knowledge needed to design and implement effective security and risk management applications.

Integrity management programs are commonly used by financial institutions, law enforcement, security companies, retail companies and various other institutions all over the world. Empowered through knowledge.







## CONTACT INFORMATION

The PISA Integrity Assessment Centre has offices conveniently located in **Gauteng** and **Cape Town**. We also have affiliates stationed throughout South Africa and in select countries in Africa, and are able to travel to wherever we may be required. For any questions, queries or to make a booking, please contact us.

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