

# SmartSearch™///

## How To...

### Conduct Facial Recognition on a UK

### Individual

SmartSearch  
Mayfield House,  
Lower Railway Road,  
Ilkley LS29 8FL



# How To...Conduct Facial Recognition on a UK Individual

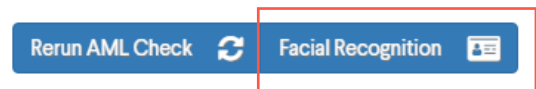
With biometric and liveness detection on a selfie, SmartSearch's facial recognition service provides a quick and convenient additional level of security to your existing UK and International Individual checks. The following document provides guidance on conducting facial recognition as part of a UK Individual check.

## UK Individual Check

1. Follow the usual process for running a UK Individual Search.

**N.B. For guidance on running a UK Individual search, please see the 'How to...Run a UK Individual Search' How to sheet.**

2. On the results page for the UK Individual search, select the 'Facial Recognition' button which is located under the 'PASS' or 'REFER' result and above the 'Number of Primary Checks' header. Clicking this button will allow you to verify a government issued document, with or without an additional facial recognition check.



3. A pop-up window will prompt you to confirm you would like to run a Document Check with or without Facial Recognition. You will be able to select which level of check you would like to conduct further into the process.

## Document Image Check with or Without Facial Recognition – Client Details

4. Confirmation of the check will load a new window entitled 'Document Image Check – Individuals Details'. Input the details of your client. Certain fields will already be pre-populated with the client's details. Please ensure all mandatory fields (marked with a red asterix) have been completed.

The pre-populated fields include:

- Title
- First Name
- Last Name
- Address

A screenshot of a web form titled 'Document Image Check – Individuals Details'. The form contains several input fields: 'Gender' (dropdown), 'Client Reference No' (text), 'Title' (dropdown), 'First Name' (text), 'Middle Name / Initial' (text), 'Last Name' (text), 'Date of Birth' (text), 'Current Address?' (dropdown), 'House No / Name' (text), 'Sub Premise' (text), 'Street Name' (text), 'Post Town' (text), 'Region' (text), 'Postcode' (text), and 'Country' (dropdown). A 'CONTINUE' button is located at the bottom right. A red asterisk indicates mandatory fields.

→ Once all the mandatory fields have been populated, select 'Continue'.

5. After selecting 'Continue', a new window will load where you will be prompted to enter the details of the government-issued document you wish to verify, with or without facial recognition.

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## Facial Recognition – Government Issued Document

6. Ensure the mandatory fields marked with a red asterix are populated with the client's document details.

Mandatory fields include:

- Issuing Country\*
- Type of Document\*
- Scan Type\*

### Scan Type

- **Basic:** Verifies a document algorithmically using OCR technology to read the MRZ of the document.
  - **Basic with Facial Recognition:** to verify a document algorithmically and conduct a facial recognition check, select 'Basic with Facial Recognition'.
  - **Enhanced:** Document manually verified by an ID Document Expert. **Please note: facial recognition is not available on the Enhanced scan.**
- After selecting the scan type, options for the preferred upload method will appear.

Scan Type \*

Basic with Facial Recognition

### Upload Method

- To verify a government issued document you can either upload the document directly from your computer.

Or

- Send an upload link to your client via a free SMS message. Numbers must be input in an international format (e.g. for UK numbers +44...)

Upload Method \*

Send an upload link to your client

Choose how to upload the document(s).

Individual Mobile Number \*

Must be in international format (e.g. +44...)

- When happy with the information input, click 'Submit'.

## Application Submission

7. Once the check has been submitted, a 'Basic Information' page will load which summarises the details you have input for your client.
- If the SMS link upload option has been selected, a link will be sent to your client prompting them to upload images of their **government issued document** in addition to a 'selfie image' with incorporated liveness detection.

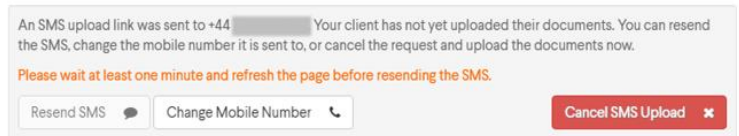
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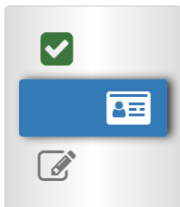
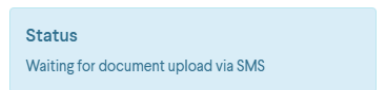
## Results

8. To view the results, simply retrieve the search using the relevant **SSID** or **Client Reference** number. The results for the UK Individual Check and Facial Recognition will be combined into one output document.

N.B. If the SMS link upload option has been selected, results for the Document Check will be displayed once your client has uploaded their images.



An SMS link notification will be displayed, with the option to cancel the upload, resend the SMS or change the mobile number. The status of the application will also be viewable.



When available, facial recognition results can be viewed from the 'ID card' icon on the left-hand navigation bar, underneath the original AML results. The results include both the Document Check and Facial Recognition results, including a percentage probability of facial likeness to the document image.