



Making IT  
good for society

**BCS Membership and HEQ**

**Fraudulent Activity Policy**

**September 2016**

# CONTENTS

**INTRODUCTION..... 2**  
**SCOPE ..... 2**  
**POLICY..... 2**

## Introduction

In 2007, the Fraud Act came into effect. It required that for an offence to have occurred, the person must have acted [dishonestly](#), and that they had to have acted with the intent of making a gain for themselves or anyone else, or inflicting a loss (or a risk of loss) on another.

## Scope

The purpose of this policy is to outline BCS's responsibilities when fraud is suspected or identified. BCS considers any contributions to, use of, or sharing of materials pertaining to PDS Certifications (or "brain dumps") to be a violation of the Fraudulent Activity Policy.

## Policy

We reserve the right to take action against any person or organisation (be that an accredited organisation or not) that is believed to have been involved in fraudulent activities, including, but not limited to, cheating in an examination, alteration of certificates, or other activities deemed as fraudulent by BCS.

If we determine, at our sole discretion, that fraudulent activity has taken place by an individual or individuals, we reserve the right to take action up to and including, but not limited to, decertification of a candidate's qualification, temporary, indefinite or permanent ban of a candidate from BCS examinations, notification to a candidate's employer, and notification to the relevant authorities.

If we determine, at our sole discretion, that fraudulent activity has taken place by an organisation, we reserve the right to take action up to and including, but not limited to, the suspension or withdrawal of accreditation (if applicable) and notification to any relevant authorities.

In addition, all fees previously paid to BCS will be forfeited and the individual or organisation may be required to pay additional fees for services rendered.

It is the responsibility of the individual or organisation to ensure that materials that are purchased or used to prepare for examinations are not violations of this Fraudulent Activity Policy.

To ensure that all materials purchased are legitimate these should be purchased directly from BCS. Sample papers can be purchased by calling Customer Services on + 44 (0) 1793 417 655.

If a candidate suspects another candidate is cheating, then they should report it to the invigilator immediately after the examination has concluded. The invigilator will then take appropriate action. If you suspect another candidate was cheating and this was not reported to the invigilator, then please put the details in writing to [pds-certifications@bcs.uk](mailto:pds-certifications@bcs.uk) as soon as possible after the examination has finished.

BCS will then investigate the matter based on the evidence provided. Please note that the outcome of the investigation and any sanctions imposed will not be disclosed to the individual making the complaint because of our responsibilities under the Data Protection Act.

Falsely claiming to hold a certification is a criminal offence under the Fraud Act 2006. The person making the claim is guilty of "Fraud by False Representation" under Section 2 of the Act. We keep records of all examination candidates and all persons who have been awarded one of our certifications and each certificate has a unique identifying number enabling us to cross check the details of the person to whom that certificate was issued to. We will assist employers and recruitment agencies in verifying that prospective or existing employees actually do hold BCS qualifications. Falsifying qualifications in order to obtain a job is a reason for instantly dismissing the employee concerned for serious misconduct under the Employment Rights Act 1996.

Further, we may inform appropriate professional bodies of the attempted fraud where their members have participated.

**BCS, 1<sup>st</sup> Floor, Block D, North Star House, North Star Avenue, Swindon, Wiltshire, SN2 1FA**

T +44 (0) 1793 417 655 F +44 (0) 1793 417 559

Email Enquiries [certifications@bcs.uk](mailto:certifications@bcs.uk)

Website [www.bcs.org/certifications](http://www.bcs.org/certifications)

© BCS (Reg. Charity No. 292786) 2016