

Getting Started with Descartes Visual Compliance





Using Descartes Visual Compliance

SELECT RPS OR RESTRICTED PARTY SCREENING



TIPS for performing a Restricted Party Screening

- Screen individuals and companies separately. When screening only one, it is ok to leave the other blank.
- Do not include a middle name, manners of address (Mr., Mrs., Dr., etc.), or degrees/credentials (M.D., Ph.D.) when screening individuals.
- Address information is optional, however, including this data can assist in narrowing false positive results.
- Do not include business acronyms, symbols, or punctuation marks when screening a company, organization, or institution.

INPUT DATA FOR RESTRICTED PARTY SCREENING

INDIVIDUAL AND COMPANY SCREENING

Name:	1 Name of individual
Company:	2 Name of company, organization, or institution
Address:	
City:	State:
Country:	3 Select country if applicable 🗸
Comment	✓ PI Name, eCAF ID, visitor, VISA number
C Exact	 ○ Phonetic 5 ○ Fuzzy Level 2 □ Thesaurus ✓ Field Specific 6 SCREEN

DATA INPUTS

1. Name – Enter the individual's complete first and last name.

2. Company – Enter the company, organization, or institution's complete name.

3. Country – Enter the home country for the individual or company. If multiple countries, please run multiple screenings.

4. Comment – Select a category from the drop down and enter a brief comment to recall the search in the future e.g., Agreement – PI Name, eCAF ID, Sponsor etc.

5. Search Settings – Use "Fuzzy Level 2"

6. Screen - Click "SCREEN"



