# **Frequently Asked Questions**

## 1. Why do I need to submit my documents to the DataFlow Group?

The Oman Society of Engineers has been partnered with the DataFlow Group since 2016 to conduct Primary Source Verification (PSV) as a mandatory process for all the engineers to obtain an OSE membership.

## 2. What documents are required for my PSV application?

- Copy of the documents to be verified
- Transcripts/Marksheets (for Educational check)
- Passport copy of the applicant
- Signed Letter of Authorization (available to download directly from the DataFlow portal)



- Please ensure that all copies are clear, readable and complete.
- The Issuing Authorities may seek specific additional documents and/or information required for verification. In this case, an Associate from the DataFlow Group team will be in contact with you for any supplementary requirements.

## 3. What is the process adopted by the DataFlow Group for document verification?

The DataFlow Group conducts PSV by directly approaching the Issuing Authority that issued the document to confirm its authenticity. The process also includes the confirmation of the accreditation of the issuing authority in addition to other details required by OSE.

#### 4. Is it possible to submit documents and information for verification at a later stage?

All relevant details and documents must be submitted at the time of application. Anything submitted at a later stage will be subject to additional fees and will delay your final report.

## 5. What is the Letter of Authorization (LoA) intended for?

The LoA is a mandatory requirement that provides permission to the DataFlow Group to conduct the verification process.



- Kindly note that the LoA must be signed by the applicant only.
- The signature needs to match the signature on the passport or any additional identification document uploaded.

#### 6. How will I know when my PSV application has been completed?

Once your PSV application is completed, an email notification will be sent to your registered email ID with a link to download the report. The final report will also be shared with the Oman Society of Engineers.

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### 7. Why am I being charged Extra?

Some issuing Authorities require a payment to disclose the verification results. To streamline the process, DataFlow collects such fees at the time of the application and pay them directly to the issuing authority on your behalf. This helps speed up the process and saves you from the hassle of making separate payments to such authorities.

## 8. How can I follow up on the status of my application?

To check the status of your application, visit <a href="www.dataflowstatus.com">www.dataflowstatus.com</a> and enter your DataFlow reference and Passport number. You may use the same link to download a copy of your report once completed.

### 9. What is the timeframe required by the DataFlow Group to complete the verification?

The standard timeframe for completing the verification is 21 calendar days upon submission of a complete set of documents.

However in certain instances - due to force majeure, applicant late response or verifications necessitating attainment from countries that are conflicted or affected by natural disasters - the process may be delayed.



Make sure you submit accurate and valid information, as well as clear and uncut copies of the required documents in order to avoid any unnecessary delays

#### 10. How can I reach the DataFlow Group customer service?

Visit the DataFlow support page Here

The page allows you to:

- Search the **DataFlow knowledgebase** to find an answer to all your queries
- Raise a **Ticket** if you are unable to find a suitable answer