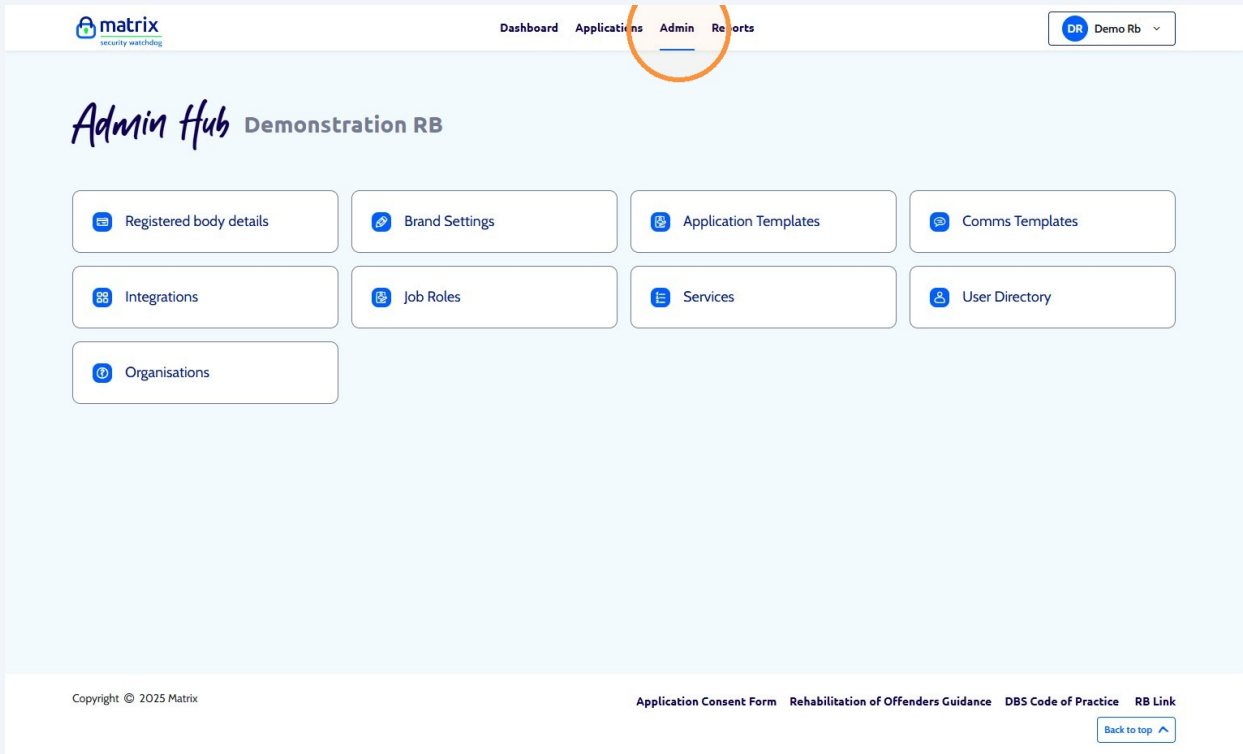


How to View Standard/Enhanced DBS Integration Transfer Logs



This guide provides a step-by-step process for accessing and reviewing DBS integration transfer logs, which is essential for ensuring data accuracy and compliance. By following these instructions, users can efficiently identify and troubleshoot XML validation issues, enhancing their understanding of the integration process. Viewing these logs is crucial for maintaining the integrity of sensitive information and ensuring smooth operations within the system.

1 Click Admin



2 Click **Integrations**

The screenshot shows the Matrix Admin Hub interface. The top navigation bar includes the Matrix logo, a user profile 'DR Demo Rb', and menu items: Dashboard, Applications, Admin (selected), and Reports. The main heading is 'Admin Hub Demonstration RB'. Below this, there are several buttons for different functions: Registered body details, Brand Settings, Application Templates, Comms Templates, Integrations (circled in orange), Job Roles, Services, User Directory, and Organisations. The footer contains copyright information and links to various forms and guidance documents.

matrix security watchdog

Dashboard Applications Admin Reports

DR Demo Rb

Admin Hub Demonstration RB

Registered body details Brand Settings Application Templates Comms Templates

Integrations Job Roles Services User Directory

Organisations

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Back to top

3 Select 'DBS Standard/Enhanced'

The screenshot shows the Matrix Integrations page. The top navigation bar is the same as the previous screenshot. The breadcrumb trail is 'Admin Hub > Integrations'. There is a 'Back to Admin Hub' link. The main heading is 'Integrations'. Below this, there is a search bar and a 'Search' button. A dropdown menu shows 'All Statuses'. A table lists the integrations. The 'DBS Standard/Enhanced' row is highlighted, and its name is circled in orange. The table has columns for Name, Type, Status, and Settings. The footer is the same as the previous screenshot.

matrix security watchdog

Dashboard Applications Admin Reports

DR Demo Rb

Admin Hub > Integrations

Back to Admin Hub

Integrations

Search for integration Search

All Statuses

Name	Type	Status	Settings
DBS Basic	Check	active	
DBS Standard/Enhanced	Check	active	

Results per page 20 1 to 3 of 3 items

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Back to top

4 Click the **Transfer Logs** tab

The screenshot shows the Matrix Security Watchdog Admin Hub interface. The top navigation bar includes 'Dashboard', 'Applications', 'Admin', and 'Reports'. The 'Admin' tab is selected. The breadcrumb trail is 'Admin Hub > Integrations > Integration Details'. A 'Back to Admin Hub' link is visible. The main content area displays the 'Integration Details' for 'DBS Standard/Enhanced'. The 'Transfer Logs' tab is highlighted with an orange circle. The integration details include:

- Integration Name: DBS Standard/Enhanced
- Integration Type: DBS Standard/Enhanced
- Type: Check
- Hostname: 20.68.204.178
- Port: 1234
- Short Description: Testing3

The status is 'Active' with a toggle switch. There are 'Cancel' and 'Save' buttons at the bottom left of the details panel.

5 To see the applications sent to the DBS inside a file, click the 'File Reference'

matrix security watchdog
Admin Hub > Integrations > Integration Details

Dashboard Applications Admin Reports Demo Rb

< Back to Admin Hub

DBS Standard/Enhanced

Integration Details Linked Registered Bodies **Transfer Logs** RB Configuration

Transfer Logs

This table records all transfers for DBS Standard/Enhanced integration and all linked Registered Bodies. It only displays logs from the past six months.

Select a date range All Statuses Search Clear

Date and Time	Registered Body	File Reference	Status	XML
1 Dec 2025 12:33	Demonstration RB	RB_0000000003_CRB01_02030897_2025120112303.xml	Success	View XML

Results per page 10 1 to 1 of 1 items

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6 This will show the applications included in this file and whether they were successfully sent, or whether they were rejected due to data validation issues

matrix security watchdog
Admin Hub > Integrations > Integration Details > Audit Details

Dashboard Applications Admin Reports Demo Rb

< Back to Transfer Log

RB_0000000003_CRB01_02030897_2025120112303.xml Message Transfer

This table contains applications referenced within this message transfer.

Date	Reference	Surname	Date Of Birth	Status	Additional Info
1 Dec 2025	700HOKE38DOFO	Hoke	16 Jun 1993	Error	According to XSD file, the provided XML is not valid. The 'http://www.crbonline.gov.uk/ebulk/AddressLine1' element is invalid - The value '37 LANSLOWNE STREET, TEST' is invalid according to its datatype 'http://www.crbonline.gov.uk/ebulk/AddressLine1Type' - The Pattern constraint failed.
1 Dec 2025	205REEVCEFA10	Reeves	13 Aug 1990	Success	

Results per page 10 1 to 2 of 2 items

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7 To filter the list of files in the Transfer Logs, you can select a date range

The screenshot shows the Matrix security watchdog interface. The top navigation bar includes links for Dashboard, Applications, Admin, and Reports. The user is logged in as 'Demo Rb'. The breadcrumb trail indicates the user is in the Admin Hub > Integrations > Integration Details section. A 'Back to Admin Hub' link is present. The main content area is titled 'DBS Standard/Enhanced' in a handwritten style. Below this, there are four tabs: Integration Details, Linked Registered Bodies, Transfer Logs (which is active), and RB Configuration. The Transfer Logs section contains a table with the following data:

Date and Time	Registered Body	File Reference	Status	XML
1 Dec 2025 12:33	Demonstration RB	RB_0000000003_CRB01_02030897_20251201123303.xml	Success	View XML

Below the table, there is a 'Results per page' dropdown set to '10' and a '1 to 1 of 1 items' indicator. At the bottom of the page, there is a copyright notice 'Copyright © 2025 Matrix' and a series of links: Application Consent Form, Rehabilitation of Offenders Guidance, DBS Code of Practice, DBS BASIC CHECK12, and Footer Link Five. A 'Back to top' link is also present in the bottom right corner.

8

The Transfer Logs section can also be filtered by status using the status drop-down filter

matrix security watchdog

Dashboard Applications Admin Reports

DR Demo Rb

Admin Hub > Integrations > Integration Details

< Back to Admin Hub

2025 December

Sun Mon Tue Wed Thu Fri Sat

30 1 2 3 4 5 6

7 8 9 10 11 12 13

14 15 16 17 18 19 20

21 22 23 24 25 26 27

28 29 30 31 1 2 3

4 5 6 7 8 9 10

Today

Select a date range

All Statuses

Search Clear

Linked Registered Bodies Transfer Logs RB Configuration

enced integration and all linked Registered Bodies. It only displays logs from the past six months.

Date and Time	Registered Body	File Reference	Status	XML
1 Dec 2025 12:33	Demonstration RB	RB_0000000003_CRB01_02030897_20251201123303.xml	Success	View XML

Results per page 10 1 to 1 of 1 items

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9

To view the contents of the file being sent to the DBS, click **View XML**

matrix security watchdog

Dashboard Applications Admin Reports

DR Demo Rb

Admin Hub > Integrations > Integration Details

< Back to Admin Hub

DBS Standard/Enhanced

Integration Details Linked Registered Bodies Transfer Logs RB Configuration

Transfer Logs

This table records all transfers for DBS Standard/Enhanced integration and all linked Registered Bodies. It only displays logs from the past six months.

Select a date range

All Statuses

Search Clear

All Statuses

Error

Success

Date and Time	Registered Body	File Reference	Status	XML
1 Dec 2025 12:33	Demonstration RB	RB_0000000003_CRB01_02030897_20251201123303.xml	Success	View XML

Results per page 10 1 to 1 of 1 items

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10 This will show you the XML file structure being sent to the DBS

matrix
security watchdog

Dashboard Application

Admin Hub > Integrations > Integration Details

[Back to Admin Hub](#)

DBS Standard/Enhanced

Integration Details Linked Registered Bodies

Transfer Logs

This table records all transfers for DBS Standard/Enhanced integration and all linked Registered Bodies. It only displays transfers that are in a 'Completed' status.

Date and Time	Registered Body	File Reference
1 Dec 2025 12:33	Demonstration RB	RB_0000000003_CRB01_020308

Results per page 10 1 to 1 of 1 items

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View Changes

```
<eBulkApplicationsBatch xmlns="http://www.crbonline.gov.uk/ebulk">
  <eBulkMessageHeader>
    <MessageID>
      02030897
    </MessageID>
    <RegisteredBody>
      0000000003
    </RegisteredBody>
    <Timestamp>
      2025-12-01T12:33:03Z
    </Timestamp>
    <MessageCheck></MessageCheck>
  </eBulkMessageHeader>
  <eBulkApplications>
    <eBulkApplication>
      <ApplicantDetails>
        <Title>
          LT COL
        </Title>
        <Forename>
          ELLIS
        </Forename>
        <Middlenames>
          HUDSON
        </Middlenames>
        <PresentSurname>
          REEVES
        </PresentSurname>
        <CurrentAddress>
          <Address>
            <AddressLine1>
              PO BOX 3
            </AddressLine1>

```

