

COMPLETE THE FOLLOWING:

[INFORMATION MUST BE NEATLY PRINTED OR TYPED]

ALL BOXES MARKED ★ MUST BE COMPLETED

Today's Date (if blank then date submitted)

Employer:

Please print first name ★

Please print last name ★

Please print middle name

Please print maiden name (if any)

Mother's Maiden Name if lived outside Continental USA

Any other Names Used, such as Maiden Name

The following information is required by law enforcement agencies and other entities for positive identification purposes when checking public records. It is confidential and will not be used for any other purposes.

 ★

Month, Day and Year of Birth mm/dd/yyyy

 ★

Social Security Number (REQUIRED) xxx-xx-xxxx

 ★

Home Address
(Do not use a Post Office Box)

 ★

City State Zip

 ★

Driver's License Number and State or Government ID


(SIGNATURE)

Email



Email Address AND Text Message to help expedite your receiving a copy of your report with or without adverse information in accordance with the Fair Credit Reporting Act through www.ireviewnow.com. Free emails can be obtained at www.gmail.com and www.yahoo.com, among others.

Your date of birth or social security number will be used only for background screening purposes and will not be taken into consideration in any employment or access decisions.







★
(SIGNATURE)

INSTANT ABILITY TO REVIEW YOUR REPORT. The user identified on page 1 uses the exclusive patented iReviewNow, which allows you to review your background (consumer) report at the same time to ensure fairness, accuracy and compliance with federal and state laws and regulations, such as the Fair Credit Reporting Act (FCRA) and Equal Employment Opportunity Commission (EEOC.) **How You Benefit:**

- You have an opportunity to see what is being reported about you at the same time or near the same time (contemporaneous reporting) at iReviewNow.com, by email, or from the Employer, User, or company you have authorized to receive your background report.
- You have an immediate opportunity to make sure the report is your report, make sure you authorized it, and see if your identity has been stolen or is being fraudulently used.
- You have an immediate opportunity to make sure the report is accurate and dispute any information you find to be incomplete or inaccurate. You have an immediate opportunity to explain any information about the report, especially information about your past, and up to date and relevant information that may help the employer, user, or company relying on your background report consider your feedback or explanations, make a more informed decision, and comply with all laws and regulations.

I agree to the following terms and conditions.

1. I certify that all my information is my personal information and is accurate and complete.
2. I acknowledge that an electronic, scanned, facsimile (FAX), or photographic copy of this agreement shall be as valid as the original.
3. I know it is a crime to illegally use another person's information to gain access to their consumer or background report.
4. I agree to review the complete background or consumer report about me for accuracy by exclusively using www.iReviewNow.com (hereafter "iReviewNow") as provided by iReviewNow, LLC. I agree to go to iReviewNow.com to view my report. I further agree to immediately answer the iReviewNow questions, and dispute any inaccurate or incomplete information within five business days from the first text or email message or notice that my report is completed (hereafter "agreed time"). Where I have not received notice that my report is completed, I agree to go to www.iReviewNow.com to view, dispute or authenticate that my background report is accurate and complete.
5. I agree and understand that iReviewNow, LLC is not an employer or Consumer Reporting Agency as defined by the Fair Credit Reporting Act, but is giving me electronic access to my report. I understand that the consumer reporting agency is SecurTest, Inc.
6. Moreover, SecurTest, or iReviewNow does not need to mail any information or copies of reports to me as I will use iReviewNow.com to receive and review my background report. I am responsible for the security of the report that I receive via iReviewNow.com.
7. I authorize all notices, letters, reports, pre adverse notices, adverse notices, and other communications to be transmitted to me at iReviewNow.com or by email, and certify by my signature on the first page that transmission of such information provides sufficient proof of my receipt as I have provided a valid information where I can receive notifications that a report about me is ready for my immediate review. My failure to review, comment or dispute any information in my report within the "agreed time" shall be my certification that the report is accurate and complete as issued.
8. I understand that iReviewNow only reports the information in the report and does not make any positive, negative, placement, adverse employment or other decisions for the employer on my report, based on the information, as the employer is solely responsible for hiring, employment or other lawful decisions. Thus without waiving any Fair Credit Reporting Act (FCRA), federal, state, or local rights provided by law, I hereby release and forever hold harmless iReviewNow, LLC and SecurTest, Inc. for providing me my report through iReviewNow.com. I agree to go to **iReviewNow.com to register for automated notification of my report or to view the report when notified.**
9. I have had an opportunity to read or review my rights under the FCRA and other state notices found on the pages herein, other applicable regulations, state and federal laws and consult with legal counsel.
10. **ELECTRONIC SIGNATURE AUTHORIZATION:** I hereby certify that if I elect to sign electronically that it may be used by the employer, prospective employer, user, iReviewNow®, SecurTest®, Inc., their agents, or authorized third parties to rely on it as if it were my original handwritten signature.

	<input type="text"/>		Important: Your Email
	<input type="text"/>		Important: Your Cell Phone #
	(x) (SIGNATURE) ★		Date Same as date submitted if blank Date: ★

AUTHORIZATION FORM FOR CONSUMER REPORTS

Pursuant to the federal Fair Credit Reporting Act, I hereby authorize the Employer and its designated agents and representatives to conduct a comprehensive review of my background through a consumer report and/or an investigative consumer report to be generated for employment, promotion, reassignment or retention as an employee. I understand that the scope of the consumer report/investigative consumer report may include, but is not limited to, the following areas: verification of Social Security number; current and previous residences; employment history, including all personnel files; education; references; credit history and reports; criminal history, including records from any criminal justice agency in any or all federal, state or county jurisdictions; birth records; motor vehicle records, including traffic citations and registration; and any other public or private records.

I authorize the complete release of these records or data pertaining to me that an individual, company, firm, corporation or public agency may have. I hereby authorize and request any present or former employer, school, police department, financial institution or other persons having personal knowledge of me to furnish the Employer or its designated agents with any and all information in their possession regarding me in connection with an application of employment. I am authorizing that a photocopy or electronic copy of this authorization be accepted with the same authority as the original.

I understand that, pursuant to the federal Fair Credit Reporting Act, if any adverse action is to be taken based upon the consumer report, a copy of the report and a summary of the consumer's rights will be provided to me.

For California, Minnesota or Oklahoma applicants only, if you would like to receive a copy of the consumer report, if one is obtained, please check the box. If checked and you are a California applicant, a copy of the consumer report will be sent within three (3) days of the employer receiving a copy of the consumer report.

For California applicants only, if public record information about your character, general reputation, personal characteristics, and mode of living is obtained without using a consumer reporting agency, you will be supplied a copy of the public record information within seven (7) days of the employer's receipt unless you check this box where you hereby waive your right to obtain a copy of the consumer report.

Para información en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates	a. Consumer Financial Protection Bureau 1700 G Street, N.W. Washington, DC 20552
b. Such affiliates that are not banks, savings associations, or credit unions also should list,	b. Federal Trade Commission: Consumer Response Center – FCRA

in addition to the CFPB:	Washington, DC 20580 (877) 382-4357
2. To the extent not included in item 1 above:	
a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks	a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050
b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act	b. Federal Reserve Consumer Help Center P.O. Box. 1200 Minneapolis, MN 55480
c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations	c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106
d. Federal Credit Unions	d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314
3. Air carriers	Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20590
4. Creditors Subject to the Surface Transportation Board	Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423
5. Creditors Subject to the Packers and Stockyards Act, 1921	Nearest Packers and Stockyards Administration area supervisor
6. Small Business Investment Companies	Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S.W., 8 th Floor Washington, DC 20416
7. Brokers and Dealers	Securities and Exchange Commission 100 F Street, N.E.

	Washington, DC 20549
8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations	Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090
9. Retailers, Finance Companies, and All Other Creditors Not Listed Above	FTC Regional Office for region in which the creditor operates <u>or</u> Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357

NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW

The Employer intends to obtain information about you from an investigative consumer reporting agency and/or a consumer credit reporting agency for employment purposes. Thus, you can expect to be the subject of investigative consumer reports and consumer credit reports obtained for employment purposes. Such reports may include information about your character, general reputation, personal characteristics and mode of living. With respect to any investigative consumer report from an investigative consumer reporting agency (ICRA), the Employer may investigate the information contained in your employment application and other background information about you, including but not limited to obtaining a criminal record report, verifying references, work history, your social security number, your educational achievements, licensure, and certifications, your driving record, and other information about you, and interviewing people who are knowledgeable about you. The results of this report may be used as a factor in making employment decisions. The source of any investigative consumer report and or consumer credit report (as those terms are defined under California law) will be SecurTest, Inc., 2001 Drayton Drive, Tallahassee, FL 32311 (800) 445-8001. You may find information about SecurTest's privacy practices at http://securtest.com/2012/privacy_policy.php.

The Company agrees to provide you with a copy of an investigative consumer report when required to do so under California law.

Under California Civil Code section 1786.22, you are entitled to find out from an ICRA what is in the ICRA's file on you with proper identification, as follows:

- In person, by visual inspection of your file during normal business hours and on reasonable notice. You also may request a copy of the information in person. The ICRA may not charge you more than the actual copying costs for providing you with a copy of your file.
- A summary of all information contained in the ICRA's file on you that is required to be provided by the California Civil Code will be provided to you via telephone, if you have made a written request, with proper identification, for telephone disclosure, and the toll charge, if any, for the telephone call is prepaid by or charged directly to you.
- By requesting a copy be sent to a specified addressee by certified mail. ICRA's complying with requests for certified mailings shall not be liable for disclosures to third parties caused by mishandling of mail after such mailings leave the ICRA's.

Proper Identification includes documents such as a valid driver's license, social security account number, military identification card, and credit cards. Only if you cannot identify yourself with such information may the ICRA require additional information concerning your employment and personal or family history in order to verify your identity.

The ICRA will provide trained personnel to explain any information furnished to you and will provide a written explanation of any coded information contained in files maintained on you. This written explanation will be provided whenever a file is provided to you for visual inspection.

You may be accompanied by one other person of your choosing, who must furnish reasonable identification. An ICRA may require you to furnish a written statement granting permission to the ICRA to discuss your file in such person's presence.

Please check this box if you would like to receive a copy of an investigative consumer report or consumer credit report at no charge if one is obtained by the Company whenever you have a right to receive such a copy under California law.

I acknowledge receipt of this Notice Regarding Background checks Per California Law and certify that I have read and understand this document.

AVISO SOBRE REVISIONES DE ANTECEDENTES SEGÚN LA LEY DE CALIFORNIA

Según la sección 1786.22 del Código Civil de California, usted tiene derecho a averiguar el contenido sobre usted en el archivo de la agencia de informes investigativos del consumidor (ICRA) con la presentación de la identificación correspondiente, de las siguientes maneras:

- En persona, mediante inspección visual de su archivo durante el horario normal de oficina y con aviso oportuno. También puede solicitar una copia de la información en persona. Es posible que la ICRA no le cobre una cuota mayor a los costos reales de copiado por proporcionarle una copia de su archivo.
- El resumen de toda la información incluida en el archivo de la ICRA sobre usted que se le deba entregar conforme al Código Civil de California se le proporcionará por teléfono, si presentó una solicitud por escrito, con la identificación correspondiente; usted deberá prepagar o se le cobrarán directamente a usted el cargo de la divulgación telefónica y el cargo de larga distancia, si corresponde, para la llamada telefónica.
- Solicitar que se le envíe una copia a un destinatario especificado por correo postal certificado. El hecho de que la ICRA cumpla con las solicitudes de envío por correo certificado no lo responsabiliza de las divulgaciones realizadas a terceros causadas por el mal manejo de correo postal, una vez que estos envíos salen de dicha ICRA.
- La "identificación correspondiente" incluye documentos como licencia de conducir válida, número de cuenta del Seguro Social, tarjeta de identificación militar y tarjetas de crédito. Solo si usted no puede identificarse mediante dicha información, la ICRA podrá solicitar información adicional sobre sus antecedentes laborales, personales o familiares a fin de verificar su identidad.

La ICRA contará con personal capacitado para explicar la información que se le proporcione y le entregará una explicación escrita de la información codificada que se incluye en los archivos que se mantienen sobre su persona. Se proporcionará esta explicación escrita siempre que se le entregue un archivo para su inspección visual. Puede estar acompañado por una persona de su elección, quien debe proporcionar identificación satisfactoria. La ICRA puede pedirle a usted que presente una declaración escrita para otorgarle permiso a la ICRA para analizar su archivo ante la presencia de dicha persona.

Marque esta casilla si desea recibir una copia de un informe investigativo del consumidor o de un informe de crédito del consumidor sin costo alguno, si la empresa obtiene uno, siempre que usted tenga derecho a recibir esta copia conforme a la ley de California.

I acknowledge receipt of this Notice Regarding Background checks Per California Law and certify that I have read and understand this document.

Acuso recibo de este "Aviso sobre revisiones de antecedentes según la ley de California", y certifico que he leído y comprendo este documento.

SUMMARY OF RIGHTS UNDER WASHINGTON LAW

The Washington Fair Credit Report Act, located at Chapter 19.182 RCW, substantially parallels the federal Fair Credit Reporting Act and the rights and remedies set forth in the Federal Trade Commission's Summary of Rights, except that, effective July 22, 2007, the Washington state law imposes greater limitations on the reasons for which an employer may obtain a consumer report. Beginning July 22, 2007, an employer may not obtain a consumer report that indicates the consumer's credit worthiness, credit standing, or credit capacity, unless (1) the information is substantially job related and the employer's reasons for using the information are disclosed in writing, or (2) the information is required by law.

COMPLAINTS

ANY COMPLAINTS BY CONSUMERS UNDER STATE LAW MAY BE DIRECTED TO THE ATTORNEY GENERAL'S OFFICE IN WASHINGTON CONSUMER PROTECTION DIVISION.

CONSUMER PROTECTION DIVISION

For Information Call: The Consumer Resource Center Statewide Toll-Free Number:

800 551-4636

Statewide Toll-Free TDD:

800 276-9883

Complaints May Be Made Via U.S. Mail or E-Mail

Complaints: <http://www.atg.wa.gov/FileAComplaint.aspx>

(Include your U.S. Mail address with any complaint.)

Website & Forms: <http://www.atg.wa.gov/>

NEW YORK CORRECTION LAW

ARTICLE 23-A

LICENSURE AND EMPLOYMENT OF PERSONS PREVIOUSLY CONVICTED OF ONE OR MORE CRIMINAL OFFENSES

Section 750. Definitions.

751. Applicability.

752. Unfair discrimination against persons previously convicted of one or more criminal offenses prohibited.

753. Factors to be considered concerning a previous criminal conviction; presumption.

754. Written statement upon denial of license or employment.

755. Enforcement.

§750. Definitions. For the purposes of this article, the following terms shall have the following meanings:

(1) "Public agency" means the state or any local subdivision thereof, or any state or local department, agency, board or commission.

(2) "Private employer" means any person, company, corporation, labor organization or association which employs ten or more persons.

(3) "Direct relationship" means that the nature of criminal conduct for which the person was convicted has a direct bearing on his fitness or ability to perform one or more of the duties or responsibilities necessarily related to the license, opportunity, or job in question.

(4) "License" means any certificate, license, permit or grant of permission required by the laws of this state, its political subdivisions or instrumentalities as a condition for the lawful practice of any occupation, employment, trade, vocation, business, or profession. Provided, however, that "license" shall not, for the purposes of this article, include any license or permit to own, possess, carry, or fire any explosive, pistol, handgun, rifle, shotgun, or other firearm.

(5) "Employment" means any occupation, vocation or employment, or any form of vocational or educational training. Provided, however, that "employment" shall not, for the purposes of this article, include membership in any law enforcement agency.

§751. Applicability. The provisions of this article shall apply to any application by any person for a license or employment at any public or private employer, who has previously been convicted of one or more criminal offenses in this state or in any other jurisdiction, and to any license or employment held by any person whose conviction of one or more criminal offenses in this state or in any other jurisdiction preceded such employment or granting of a license, except where a mandatory forfeiture, disability or bar to employment is imposed by law, and has not been removed by an executive pardon, certificate of relief from disabilities or certificate of good conduct. Nothing in this article shall be construed to affect any right an employer may have with respect to an intentional misrepresentation in connection with an application for employment made by a prospective employee or previously made by a current employee.

NOTICE TO APPLICANTS & EMPLOYEES FAIR CHANCE INITIATIVE FOR HIRING ORDINANCE

This Employer is subject to the Fair Chance Initiative for Hiring Ordinance (FCIHO) (LAMC 189.00).

THESE ARE YOUR RIGHTS...

- 1. Employers cannot inquire about or seek information about an Applicant's Criminal History until after a Conditional Offer of Employment has been made to the Applicant*.**
 - ✓ **This includes job solicitations and applications or during any conversations or interviews**

- 2. If an Employer decides to rescind an offer of employment based on information discovered during the criminal background check, the Employer is required to perform an Individualized Assessment.**
 - ✓ **Individualized Assessment - a written assessment that effectively links the specific aspects of the Applicant's Criminal History with risks inherent in the duties of the Employment position sought by the Applicant.**
 - ✓ **If the offer is rescinded, the Applicant must receive:**
 - **Written notification**
 - **Copy of the Individualized Assessment, and**
 - **Copies of any documentation used in the Employer's decision**

- 3. The Applicant has the right to the Fair Chance Process.**
 - ✓ **The Applicant has the opportunity to provide information or documentation to an Employer regarding the accuracy of his/her Criminal History or Criminal History Report or that should be considered in the Employer's assessment, such as evidence of rehabilitation or other mitigating factors.**
 - ✓ **The Employer is required to hold the job open for at least five (5) days from the date notification of a rescinded offer of employment to allow an Applicant to submit such documentation, and, the Employer is required to review any documentation in order to reassess their decision.**

FOR ADDITIONAL INFORMATION OR ASSISTANCE, CALL:

City of Los Angeles
Department of Public Works
Office of Contract Compliance
1149 S. Broadway Street, Suite 300
Los Angeles, CA 90015
Phone: (844) WagesLA – Email: WagesLA@lacity.org

***Note: Not all Applicants/Employees are covered under the FCIHO. Please see ordinance (LAMC 189.00) for more details.**

AVISO PARA SOLICITANTES Y EMPLEADOS ORDENANZA DE LA INICIATIVA DE OPORTUNIDAD JUSTA PARA LA CONTRATACIÓN

Éste empleador está sujeto a la Ordenanza de la Iniciativa de Oportunidad Justa Para la Contratación (Fair Chance Initiative for Hiring Ordinance) (FCIHO) (LAMC 189.00).

ÉSTOS SON SUS DERECHOS...

- 1. Los empleadores no deben preguntar al solicitante sobre los antecedentes penales hasta después de que se le ha dado al solicitante una oferta condicional de empleo.**
 - ✓ **Ésto incluye solicitudes y solicitudes de empleo o durante cualquier tipo de conversaciones o entrevistas**

- 2. Si el empleador decide revocar la oferta de empleo como resultado de la investigación de antecedentes, el empleador está obligado a realizar una evaluación individualizada.**
 - ✓ **Evaluación Individualizada – Un análisis por escrito de las funciones y responsabilidades del trabajo, los antecedentes penales del solicitante, y cualquier otro factores que pueden afectar a la decisión de contratación.**
 - ✓ **Si se retiró la oferta, el solicitante debe recibir: o Un aviso por escrito**
 - ✓ **Una copia de la evaluación individual, y**
 - ✓ **Copias de todos los documentos que el empleador utilizó a llegar a la decisión**

- 3. El solicitante tiene el derecho al proceso de la Oportunidad Justa.**
 - ✓ **El solicitante tiene cinco (5) días desde la fecha cuando recibió el aviso de retiro de oferta para juntar y entregar documentos que muestra la prueba de rehabilitación y/o errores en la investigación de antecedentes. Se requiere que los empleadores examinen cualquier documentación presentada para reexaminar su decisión.**

PARA MÁS INFORMACIÓN O ASISTENCIA, PUEDE LLAMAR A:

City of Los Angeles
Department of Public Works
Office of Contract Compliance
1149 S. Broadway Street, Suite 300
Los Angeles, CA 90015

Teléfono: (213) 847-2625 – Email: WagesLA@lacity.org

*La nota: No todos los solicitantes/empleados están cubierto bajo el FCIHO. Consulte con la ordenanza (LAMC 189.00) para más detalles.

NOTICE REGARDING CREDIT CHECKS PER CITY OF NEW YORK LAW

In conjunction with my application for employment with the Employer, I understand that the Employer intends to obtain information for employment screening purposes from a consumer reporting agency (CRA). I understand that a consumer report may be obtained from the following CRA: SecurTest, Inc., 2001 Drayton Drive, Tallahassee, FL 32311, (800) 445-8001, www.securtest.com.

Pursuant to the City of New York Administrative Code Section 8-102, Subdivision 29, the Employer informs you that it may obtain a credit report about you from the above named CRA because you are seeking employment in the following position(s), or for the following reason(s):

- A position with (i) signatory authority over third party funds or assets valued at \$10,000 or more, or (ii) fiduciary responsibility to the employer and authority to enter into financial agreements valued at \$10,000 or more on behalf of the employer;
- A position with regular duties allowing an employee to modify digital security systems designed to prevent the unauthorized use of the employer's or client's networks or databases;
- A non-clerical position with regular access to trade secrets or national security/intelligence information;
- The employer is required to use an individual's consumer credit history for employment purposes under state or federal law/regulations or by a self-regulatory organization (as defined by the Securities Exchange Act of 1934);
- A position as a police officer or peace officer, or various positions with a law enforcement or investigative function at the Department of Investigation or subject to background investigation by the Department of Investigation;
- A position requiring bonding under federal, state, or city law (e.g., certain positions in finance);
- A position requiring security clearance under federal law or any state law.

OR

- The Employer **will not** obtain a credit report on you.

I acknowledge receipt of the **Notice Regarding Credit Checks Per New York City Law** and **A Summary of Your Rights Under the Fair Credit Reporting Act** and certify that I have read and understand these documents. I hereby authorize the Employer to obtain a credit report from the above named CRA, SecurTest, Inc. I further acknowledge that a copy, .pdf, electronic copy, or facsimile of this authorization may be accepted with the same authority as the original.

City and County of San Francisco, California Fair Chance Ordinance (FCO) – Police Code, Article 49

Starting August 13, 2014, the Fair Chance Ordinance (San Francisco Police Code, Article 49) requires employers to follow strict rules regarding the use of arrest and conviction records in hiring and employment decisions. The ordinance covers job applicants and employees who would be or are performing work in whole, or in substantial part, in San Francisco and applies to employers who have 20 or more employees (regardless of the employees' locations).

Certain matters are off-limits. An employer may never ask about, require disclosure of, or consider: an arrest not leading to a conviction (other than an unresolved arrest that is still undergoing criminal investigation or trial); participation in a diversion or deferral of judgment program; a conviction that has been expunged or made inoperative; any determination in the juvenile justice system; a conviction more than 7 years old; and a criminal offense other than a felony/misdemeanor. Matters that are off-limits cannot be used by the employer for any reason at any stage of the hiring process.

An employer cannot ask about an individual's conviction history or unresolved arrests at the start of the hiring process. This includes through a job application form, informal conversation, or otherwise.

A mandatory interactive process for matters not off-limits. Only after a live interview has been conducted, or a conditional offer of employment made, is the employer allowed to ask about an individual's conviction history (except as to matters that are off-limits) and unresolved arrests. Only those convictions and unresolved arrests that directly relate to the individual's ability to do the job may be considered in making an employment decision.

Before the employer may take an adverse action such as failing/refusing to hire, discharging, or not promoting an individual based on a conviction history or unresolved arrest, the employer must give the individual an opportunity to present evidence that the information is inaccurate, the individual has been rehabilitated, or other mitigating factors. The individual has seven days to respond, at which point the employer must delay any adverse action for a reasonable time and reconsider the adverse action. The employer must notify the individual of any final adverse action.

Evidence of rehabilitation include satisfying parole/probation; receiving education/training; participating in alcohol/drug treatment programs; letters of recommendation; and age at which the individual was convicted. Mitigating factors include coercion, physical or emotional abuse, and untreated substance abuse/mental illness, that contributed to the conviction.

No Retaliation. An employer may not take an adverse action against an applicant or employee for exercising their rights under the ordinance or cooperating with the Office of Labor Standards Enforcement OLSE.

If you need more information, or wish to report an employer that you believe has violated this ordinance, please contact the OLSE at 415-554-5192 or email FCE@sfgov.org.

OFFICE OF LABOR STANDARDS ENFORCMENT

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