



## Partner Minimum Background Check Requirements North America

The start of each Vendor personnel’s assignment is contingent upon completion and successful clearance of certain pre-employment screening requirements, including but not limited to:

- a) Verification of identity by Vendor,
- b) Proof to Vendor of ability to work legally in the United States as outlined above in this section, and
- c) Any or all of the following, if required by CA, or CA’s Client:

The nature and extent of such shall be in accordance with direction provided by CA from time to time, but in all events no less than in accordance with the following, if required by CA, or CA’s Client:

Tier Level	Function	Minimum Check Required
<b>1 - Mandatory</b>	Badge Access to any CA Site or a third party site	<b>National ID check</b> – SSN verification or Fed EIN verification. <b>Criminal Background Check</b> -Any violent offense, theft, or fraud (domestic violence needs to be qualified); 7 year history based on state of residence (DWI ok). <b>Sexual Offender Search; Patriot Act Database Search.</b>
<b>2 - Upon Request</b>	Driving Related Services	<b>Level 1 plus</b> MVA driving history check; CA or CA’s client to verify / approve / reject results; no personal info, just results
<b>3 - Upon Request</b>	Finance Related Services	<b>Level 1 plus</b> Credit Report; CA or CA’s client to verify / approve / reject results; no personal info, just results
<b>4 - Upon Request</b>	Special or SLED or Federal Secure Clearances	<b>Level 1 plus</b> Drug testing or security level clearances like Secret, Top Secret, Poly, etc.; CA or CA’s client to verify / approve / reject results

Vendor hereby gives CA or CA’s client permission to confirm the satisfactory performance of its screening or to conduct the applicable pre-employment screening and agrees to notify Vendor personnel of such pre-employment screening. In the event, the results of such pre-employment screening reveal any adverse finding or are otherwise not satisfactory, then said individual(s) shall not be eligible to perform or to continue to perform services under the applicable Vendor Scope Documents.