

Drug and Background Check

1. Prior to performing services for Experian all Supplier personnel who will: (a) have access to an Experian network; (b) have access to, or the capability to view or use Experian Confidential Information; or (c) be on Experian premises for more than one day and issued an access badge (individuals who are issued visitor badges and are escorted onsite by an Experian staff member for the entirety of their visit do not fall under this criteria) must pass a five panel drug screen and shall undergo a background check in accordance with the standards set forth below.

1.1 Supplier shall perform a background investigation with the following scope of work:

1.1.1 Social Security verification/trace;

1.1.2 a county criminal search consisting of a 7 years history search for felonies and/or misdemeanors for addresses lived, worked and went to school, including up to 3 AKAs (scope of work includes developing addresses off social security trace or Address Information Manager (AIM) report);

1.1.3 federal district search consisting of a 7 year history search for felonies and/or misdemeanors for addresses lived, worked and went to school, including up to 3 AKAs;

1.1.4 a national criminal database search (COPS, NationScan or similar multi-jurisdiction search of state and county criminal records and databases, including, but not limited to sex offender registries, Office of Foreign Assets Control lists, FBI most wanted fugitives, and wanted fugitives lists published by federal, state and local law enforcement agencies and other sources, which hits must be verified by performing corresponding county court searches;

1.1.5 U.S., foreign governments and international organizations terrorist watch and sanctions lists, including, but not limited to OFAC Specialty Designated Nationals and Blocked Persons, OFAC Sanctioned Countries, including major Cities and Ports, Non-Cooperative Countries and Territories, Department of State Trade Control Debarred Parties, U.S. Bureau of Industry and Security [Unverified Entities List, Denied Entities List, Denied Persons list], FBI Most Wanted Terrorist & Seeking Information, INTERPOL Most Wanted List, Bank of England Sanctions List, OSFI – Canadian Sanctions List, United Nations Consolidated Sanctions List, Politically Exposed Persons List, European Union Terrorism List, and World Bank Ineligible Firms;

1.1.6 verify the individual's employment history for a minimum of 5 years prior to the date of verification or the individual's last 3 employers, whichever is the shorter time period; and

1.1.7 verify education to confirm the highest degree obtained or, if no degree has been obtained, then verify the individual received a high school diploma, GED or equivalent.

1.2 Before Supplier personnel will have access to certain sensitive consumer information or other highly confidential information or systems as designated in Experian policy, Experian will make a written request to Supplier to perform a credit check on the personnel. If Supplier does not perform the credit check, the personnel will not be given access to the sensitive consumer information or other highly confidential information or systems.

2. Adjudication criteria. An individual shall be deemed in ineligible to perform Services for Experian without a written waiver from Experian's Human Resources and/or Legal Departments if the individual:

2.1 has been convicted, released, or paroled within 7 years from the date of screening of any felony or misdemeanor involving violence or threats of violence against another person or dishonesty, including, theft, fraud, receipt of stolen property or forgery;

2.2 has been convicted, released or paroled within 7 years (3 years in the case of a misdemeanor) from the date of screening of any felony involving the sale, manufacture, or distribution of a controlled substance (including Marijuana); sex offenses; a violation or destruction of property (e.g. arson, vandalism, trespass, or computer hacking); or an unlicensed weapon possession;

2.3 has been convicted, released or paroled within 7 years (2 years in the case of a misdemeanor) from the date of screening of offenses involving the possession or use of a controlled substance (including Marijuana);

2.4 has an open warrant or pending charge (including those subject to deferred adjudication or deferred sentencing) involving any of the above mentioned offenses;

2.5 materially misrepresented their education, prior employment or employment history including the positions held, or

2.6 provided a social security number that is unable to be verified or is identified as belonging to another individual.