

**VENDOR MANDATORY CRIMINAL BACKGROUND CHECK
TERMS AND CERTIFICATION**

**Revisions Adopted by President's Cabinet 6/5/19; 2/23/21
Adopted by President's Cabinet 12/18/18**

As a condition of East Georgia State College's agreement with Vendor for the purchase of goods and/ or services requiring regular interaction with students, employees, monies, sensitive and/or confidential data, or regular access to facilities containing critical institutional level infrastructure, Vendor agrees to the following:

Vendor will enforce and implement an appropriate criminal background check requirement for each employee assigned to EGSC which confirms to state, federal, and University System of Georgia guidelines: a state and federal criminal history check covering a minimum of seven (7) years and a nationwide sex offender search. Vendor agrees to defend, indemnify, and hold harmless the Board of Regents of the University System of Georgia and East Georgia State College for failing to do so.

Vendor will review the results of the criminal background check of its employees assigned to EGSC and determine eligibility of each employee using the guidelines set forth in the University System of Georgia's Background Investigation Policy:

https://www.usg.edu/hr/assets/hr/hrap_manual/HRAP_Background_Investigation_Employment.pdf

Only employees deemed eligible for work per this policy will be assigned by Vendor to perform work for East Georgia State College.

Vendor maintains full responsibility for the actions of its employees.

Vendor will defend, indemnify, and hold harmless the Board of Regents of the University System of Georgia and East Georgia State College for the actions of vendors' employees.

Vendor must annually certify to East Georgia State College that it has met the criminal background check requirement for employees assigned to East Georgia State College.

By signing this form, Vendor agrees to and certifies all statements and actions above:

Vendor Name:

Date: