

## D & M Consultants, Inc.

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### Criminal History Background Check and Continued Employment Process:

I have been made aware of the policy and reporting requirement for continued employment as it relates to Criminal History at the beginning and throughout my employment with D & M, Inc.

I understand that as an employee, I must notify my Supervisor, immediately, of any criminal charges against me and if I have knowledge of a criminal investigation that could result in formal charges.

I understand that this policy may result in a discharge when an employee is convicted of a crime that shows a lack of good moral character, is subject to termination.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date