** BASELINE PERSONNEL SECURITY VERIFICATION RECORD**

**All fields marked with \* are mandatory . If these fields are not completed, the vetting application will not be progressed.**

**PART 1 – EMPLOYEE/APPLICANT DETAILS**

1. **CLEARANCE DETAILS**

|  |  |  |  |
| --- | --- | --- | --- |
| **CLEARANCE TYPE \*** | **BPSS** | **INITIAL/RENEWAL/TRANSFER \*** | **Initial** |

1. **PERSONAL DETAILS**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **TITLE \***  **If other , please state** | **MS.** | | **SURNAME \*** | | **Pawar** | |
| **FORENAME(S) \*** | **Nisha** | | **ALIAS(S)/OTHER NAME(S) USED** | | **NA** | |
| **DATE OF BIRTH \*** | **16/09/1994** | | **TOWN OF BIRTH \*** | | **Navi Mumbai** | |
| **COUNTRY OF BIRTH \*** | **India** | | **NATIONALITY INC ANY DUAL\*** | | **Indian** | |
| **NATIONALITY AT BIRTH \*** | **Indian** | | **NAT’L INS. NO. (If applicable) \*** | | **N/A** | |
| **EMAIL ADDRESS \*** | **pawar.nisha1994@gmail.com** | | **TEL NO. \*** | | **8652618987** | |
| **Permanent Address (including Postcode) \*** | **E-1-6,A-10,Sec-2,Aadarsh apartment , Nerul, Navi Mumbai** | | | | **Date of Residence \***  DD/MM/YY | **01/12/2014** |
| **Addresses for last 5 years – There should be no gaps.**  **Please continue on a separate piece of paper if required. \*** | **E-1-6,A-10,Sec-2,Aadarsh apartment , Nerul, Navi Mumbai** | | | | **Dates of Residence \***  DD/MM/YY | **01/12/2014** |
| **E-1-1,C-8,Near Manak hospital, sec-08, Nerul , Navi mumbai** | | | | **Dates of Residence \***  DD/MM/YY | **05/06/2009** |
|  | | | | **Dates of Residence \***  DD/MM/YY | **N/A** |
|  | | | | **Dates of Residence \***  DD/MM/YY | **N/A** |
| **Have you spent 28 or more consecutive days in another country in the last 5 yrs. (includes temporary accommodation whilst living/ working abroad) \*** | **No** | **If yes, please state where & provide dates. Please continue on a blank sheet if required \*** | | **N/A** | | |

1. **CAPGEMINI EMPLOYMENT DETAILS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **JOB ROLE/TITLE \*** | | **Analyst** | | | **Capgemini Employee No. \*** | | **121745** |
| **PROJECT & TASK CODE \*** | | **100406382** | **CLIENT ACCOUNT &/OR PROJECT NAME \*** | | | **Ernst Young** | |
| **EMPLOYER -CAPGEMINI/OTHER**  **Select from list \*** | | **CAPGEMINI EMPLOYEE** | **If you are a contractor working on Capgemini project, please state your company name.** | | |  | |
| **LINE MGR/SPONSOR &**  **Contact Details - See Guidance Notes \*** | **Ankur Bakliwal +919769162201**  **ankur.bakliwal@capgemini.com** | | | **LOCATION OF WORK\*** | | **Mumbai** | |

1. **EMPLOYMENT/ EDUCATIONAL REFERENCES \***

Please give employment/education details covering all of the last 3 years including your present/most recent position and any periods of un-employment . (Continue answers on a separate page if necessary).

|  |  |  |  |
| --- | --- | --- | --- |
| **EMPLOYERS NAME & ADDRESS \*** | **EMAIL ADDRESS – Please provide HR contact or generic HR email address \*** | **DATES: FROM (MM/YY) \*** | **DATES: TO (MM/YY) \*** |
| **(Employer) Capgemini Building No. 8, Mind Space, Thane-Belapur Road, Airoli, Navi Mumbai, Maharashtra 400708** | **reena.a.kumari@capgemini.com** | **01/17** | **Till date** |
| **Ashok Jagtap**  **Terna Enggineering college** | **tpofficer@terna.org** | **06/12** | **06/16** |
|  |  |  |  |
|  |  |  |  |

1. **I agree that the information I have supplied in Part 1 is accurate and by submitting this form electronically (via e-mail), I am explicitly consenting for the data provided in this form to be processed by the Capgemini Security Vetting Team for the purposes of Personnel Security. I also give permission to Capgemini Vetting Team to contact the above organisations for references if required.**

|  |  |  |  |
| --- | --- | --- | --- |
| **SIGNATURE\*** |  | **DATE \***  DD/MM/YY |  |

**If you sign the above electronically, then the form must be sent back to us via the email address supplied by you in Part1.**

**PART 2 – PROOF OF IDENTITY - PLEASE REFER TO GUIDANCE NOTES SECTION 2.2**

1. **METHODS USED TO PROVE IDENTITY**

**Enter details of the method(s) used to confirm the identity of the applicant [photocopies of any documents should be verified, scanned & sent with the completed form].**

|  |  |  |
| --- | --- | --- |
| **DOCUMENT NAME \*** | **DOCUMENT NUMBER (e.g. Passport Number) \*** | **ISSUE DATE dd/mm/yy \*** |
| **Aadhar Card** | **432996113967** | **10/04/2012** |
| **Voter ID** | **YTR5531314** | **22/04/2015** |
| **Bank Statement** |  |  |
|  |  |  |

1. **DECLARATION (WHERE APPLICABLE) - TO BE COMPLETED BY PERSON CONFIRMING IDENTITY**

I certify that in accordance with the requirements of the Baseline Personnel Security Standard that I have personally examined the documents listed at 2 above and have satisfactorily established the identity of the above named employee/applicant.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NAME \*** | **Ankur Bakliwal** | **Work Tel No. \*** | | **+919769162201** | |
| **COMPANY \*** | **Capgemini** | **POSITION \*** | | **Manager** | |
| **SIGNATURE** |  | | **DATE \*** | | **02/05/2018** |

**PART 3 – TO BE COMPLETED BY CAPGEMINI SECURITY VETTING TEAM ONLY**

1. I certify that in accordance with the requirements of the Baseline Personnel Security Standard:

* I have personally examined the documents listed at part 2 above & have satisfactorily established the identity of the above named employee/ applicant.
* I have verified employment history (past 3 years), nationality & immigration Status/right to work & criminal record (unspent convictions only)

|  |  |  |  |
| --- | --- | --- | --- |
| **CLEARANCE TYPE/LEVEL** |  | **CAPGEMINI REF NO.** |  |
| **SIGNATURE** |  | **DATE** |  |

1. Verification of Unspent Criminal History (BPSS/Commercial checks only)

|  |  |  |  |
| --- | --- | --- | --- |
| **Document No/Ref** |  | **Issue Date** |  |
| **Details added to Risk Register if required** |  | | |

1. Clearance Result notified to applicant & where relevant , the appropriate business contacts.

|  |  |  |  |
| --- | --- | --- | --- |
| **SIGNATURE** |  | **DATE** |  |

1. Database Updated in accordance with procedures.

|  |  |  |  |
| --- | --- | --- | --- |
| **SIGNATURE** |  | **DATE** |  |

|  |
| --- |
| **COMMENTS:** |

**Important: Data Protection Act (1998).** This form contains “personal” data as defined by the Data Protection Act (1998). It has been supplied to the appropriate HR or Security authority exclusively for the purpose of the Baseline Personnel Security Standard. The HR or Security authority must protect the information provided and ensure that it is not passed to anyone who is not authorised to see it.