

[Company Logo] - New Horizon Solutions

Employee Consent Form

Employee Name: John Smith

Employee ID: 12346

Date: March 03, 2025

Address: 456 Oak Lane, Springfield, IL 62701

Section 1 - Consent for Background Check:

- I consent to a criminal background check by a third-party vendor.
- Scope: 7-year history, education verification, previous employment.
- Results will be reviewed by HR within 5 business days.

Section 2 - Data Processing Consent:

- I consent to the collection and storage of my personal data (e.g., name, address, SSN).
- Data will be used for payroll, benefits, and compliance purposes.
- Stored securely per GDPR and CCPA standards.

Section 3 - Monitoring Consent:

- I consent to monitoring of company-issued devices and email.
- Monitoring includes internet usage and communication logs.
- Personal use is prohibited unless approved.

Section 4 - Rights and Revocation:

- I may request a copy of my data or revoke consent with 30 days' notice.
- Contact: [privacy@newhorizon.com](mailto:privacy@newhorizon.com)

Section 5 - Signature:

- I have read and agree to the terms.
- Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instructions:

- Retain a copy for your records.
- Submit to HR by March 10, 2025.
- Questions? Contact [legal@newhorizon.com](mailto:legal@newhorizon.com)