**Background Verification Form**

**(Please read carefully before filling up the form)**

**Instructions:**

* All Sections are mandatory
* Dates to be mentioned in **DD/MM/YYYY** format

***Note: All fields are mandatory***

|  |  |
| --- | --- |
| **BGV - Project Name** | Microsoft (HireRight) |
| **\*\*Requestor Email - Emp ID** | Anish.d.kumar@capgemini.com  Emp ID:46061065 |
| **Capgemini Entity - (ACIS /FS/ BPO or BSV)** | ACIS |
| **Purchase Order Number** | 8520710003975 |
| **Purchase Order Value** | USD 3000 |

**Section A:**

**Information Release Form**

*I hereby authorize Capgemini India Private Limited or any of its Affiliates(or a third party agent appointed by the Company) to contact any former employers as indicated above and carry out all Background Checks not restricted to education and employment before and during the period of employment. I authorize former employers, agencies, educational institutes etc. to release any information pertaining to my employment/education or any such information as may be needed to conclude the back ground check and I release them from any liability in doing so.*

*I confirm that my appointment is based on the information furnished by me in my employment application and all further declarations and undertakings. Hence, any false statement or information furnished as above and/or furnished during the period of my employment, will result in action based on company policy including dismissal without notice.*

*Signature of the employee*

*Name of the employee:*

*Date:dd/mm/ccyy*

**Section B:**

**Personal Details:**

Name: Anish Kumar\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gender:\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_Male\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth (DD/MM/YYYY) :\_\_\_\_\_\_\_\_\_19-12-1982\_\_\_\_\_\_\_\_\_\_\_

Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_9605462478\_\_\_\_\_\_\_\_\_\_\_\_\_ Official Email ID : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Father’s Name: \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_K. Muraleedharan\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Self-Declaration**

*I hereby Declare the following:*

* *Convicted by law for any criminal offence in the last 7 years (Yes/No) :\_\_\_\_\_\_no\_\_\_\_*
* *Open criminal cases against me with any law enforcement authorities or any judicial court (Yes/No):\_\_\_no\_\_\_\_\_\_\_*
* *Part of the board of director/s in any company (Yes/No) :\_\_\_\_no\_\_\_\_\_\_*

*Note: In case you have answered as “Yes” to any of the above questions, please provide details on the same:*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

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*I declare that the above information is true. I am aware and acknowledge that Capgemini India can take appropriate action as per the company policy if they find any negative remarks antecedents against me pertaining to the background verification which may include immediate termination of my employment.*

*Signa*tur*e of the employee*

*Name of the employee:*

Date (DD/MM/YYYY):