

CONSENT AND AUTHORISATION:

Cognizant Technology Solutions India Pvt. Ltd, (Company) has engaged an outside agency, HireRight, (or its designee), to research, verify and provide a report to Company regarding your background as it relates to your engagement with Microsoft. (Company) will use the information in the report provided by HireRight to determine your suitability for engagement with Microsoft.

I hereby provide my consent for HireRight, on behalf of (Company) to:

1. process my Personal Data in accordance with the verifications set out in the Information Notice and below:
 - **Criminal Felony & Misdemeanor** Perform fundamental criminal searches that reveal felonies and misdemeanors by searching county courthouse records corresponding to an applicant's address history. The HireRight Criminal Felony & Misdemeanor Search finds, confirms and reports a candidate's felony and misdemeanor records history.
 - **Managed Adjudication 3.0** Managed Adjudication – the Requestor has provided HireRight with criteria, guidelines and instructions to be used to determine whether the information in your Screening Report satisfies Requestor's eligibility criteria ("Adjudication Guidelines"). These Adjudication Guidelines are applied to the Screening Report information reported by HireRight and Requestor receives a status that reflects the outcome of such application. Final status is determined solely by Requestor after review.
 - **Global ID Check** You will be asked to upload a copy of your government issued ID along with completing some basic personal information within Applicant Centre 2.0 (AC2.0). Where your ID document has a machine readable code (MRZ) the MRZ will be reviewed against the information you provided to evaluate the validity of the ID. In cases where your ID document does not have an MRZ code, a copy of the ID will be sent to a vendor located in the country the ID is issued from who will perform relevant checks where such a vendor is available to validate your ID. The results of such verification will be outlined in the Screening Report. Further information as to sources and information returned can be made available on request
 - **Global Sanctions & Enforcement** A search of over 4000 registries held by international government and regulatory enforcement organizations will be completed to identify restricted, sanctioned, and prohibited individuals. GSEC can also identify if you are a politically exposed person (PEP) and whether you appear on any negative media searches. Where information is found reporting and matching guidelines will be applied and at least two unique identifiers must be present for a result to be reportable e.g. name, D.O.B, ID number, address or employment history. You may request further information in respect to the sources used.
2. contact Source(s) in order to verify the Personal Data provided by me during the screening process and to provide to Source(s) my:
 - a. name
 - b. date of birth
 - c. ID Number (where lawful); and
 - d. Supporting documents provided by myself or via my Prospective Employer during the pre-employment screening process
3. transfer the Personal Data (including sensitive Personal Data) outside of either the United Kingdom, the EEA or my country of residence to Source(s) and/or Representatives, if required to complete the verifications;
4. store the Personal Data for a period of 6 months on the HireRight Portal;
5. to prepare the Report and share with my Prospective Employer.
6. I authorise the company to share any reports obtained about me with Microsoft Corporation and its affiliates and subsidiaries in connection with possible work related assignments.

I further authorise any third party source contacted by HireRight to respond to any enquiries made and to provide the Personal Data requested of them. For the avoidance of doubt this will include:

- Current Employer
- Previous Employer
- Academic Institutions
- Professional Bodies

I confirm that I have been notified of my rights in respect to the Personal Data and that I have been provided with contact details should I wish to exercise those rights.

I confirm that my consent is provided voluntarily and that I understand that I can withdraw my consent at any time. To do so please contact Rakesh.Kumar42@cognizant.com

I declare to the best of my knowledge that any information that I have provided with my application for employment is true, complete and correct.

Applicant Last Name _____

First _____

Middle _____

Applicant Signature _____ Date _____

Please print this page, sign, date, and fax to: 1-877-797-3442.

If outside the US, please fax to +1 949-224-6020.