

Letter of Authorization – Background verification

I hereby certify that all the statements made in this Letter of Authorization (“LOA”) are true and are given by me out of my own free will.

I hereby confirm and agree that any submission of false or misleading information will entitle Cognizant Technology Solutions India Pvt Ltd (“**Cognizant**”) to terminate my employment forthwith.

I state that Cognizant may request a credit and/or background check from a credit reporting agency or related service and I understand that I have a right to make a written request within a reasonable time for the disclosure of the name and address of the credit-reporting agency so that I may obtain a complete disclosure of the nature and scope of any investigation.

I also hereby authorize Cognizant to disclose the personal information and/or sensitive personal information (‘Personal Information’) listed below to its empaneled vendors located in India for conducting mandatory background checks for employment opportunities with Cognizant.

List of Personal Information (Government issued identity document) collected from me:

1. Passport
2. Aadhar
3. Voter ID
4. Universal Account Number (UAN – Employee Provident Fund)

I understand that the records will be used only for such purposes arising out of my employment and will not be given to any unauthorized person.

I hereby authorize Cognizant and/or its agents to conduct any reference check, criminal background check in any jurisdiction across globe and background verification so that the hiring decision may be evaluated at any point of time.

I hereby agree that during the course of the reference checks and background verifications, my previous/current employers’ details will be verified by Cognizant empaneled vendors on EPFO portal via UAN. Also, if required my previous employers or such persons contacted for checks and verifications may be informed that the reference checks and background verification are done on behalf of Cognizant.

I hereby authorize Cognizant to share the reference checks and background verification reports to such third party as may be required for audit and other reasonable purposes.

In the event that Cognizant is unable to verify any reference stated in this application, it is my responsibility to furnish the necessary documentation.

I understand that this application or subsequent employment does not create a contract of employment nor guarantee employment for any definite period of time.

I have read and understood the content of the Associate Privacy Notice ('APN') provided to me during the on boarding process and have accepted the same. I also understand that the APN forms an integral part of this Letter of Authorization. (Note: Please contact your recruitment manager for assistance in case you would need to read the APN again before submitting this LOA)

I acknowledge that my above consent is voluntary, and I understand that I have an option to opt-out from providing my Personal Information or to withdraw my authorization given above, at my own free will in writing to Cognizant.

*SIGNATURE:

*FULL NAME IN CAPITAL:

*DATE:

Note Instruction:

Kindly do not paste digital signature. Please print this page and sign it.