



U.S. COMMODITY FUTURES TRADING COMMISSION

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Office of Human
Resources

Authorization for Credit Check

In order to complete a background check on you, we are asking for your permission to obtain a consumer credit report pursuant to the Fair Credit Reporting Act of 1970, as amended, 15 USC 1681, et seq. Failure to provide this authorization will render you ineligible for employment with the Commission. This request for credit information may be part of one of the following:

- initial employment as an employee or contractor
- promotion to or change in a position that requires a higher security clearance
- an update of a clearance that is more than 15 years old

The information provided by you on this form will be given to a consumer reporting agency used by the U.S. Office of Personnel Management. The results of the credit check will be provided to the CFTC's Personnel Security and Suitability Officer (PSSO) in the Office of Human Resources with a copy of the credit report (but not a credit rating). The request for a credit report by the CFTC will not have a negative impact on your credit score.

The PSSO will review your credit report and, if any negative information is apparent, will work with you directly to identify how the credit issues need to be resolved. This information is not shared with your supervisor and is retained in secure files in the Office of Human Resources. The information may only be shared in accordance with the Privacy Act, as described in the agency's Privacy Act Systems of Records.

Should the Commission take an adverse action against you, based either in whole or part on the consumer credit report, the consumer reporting agency that provided the report will play no role in CFTC's decision. The CFTC may, if necessary, request a second credit report within one year from the date of this authorization, to ensure outstanding issues have been resolved.

By providing the information below, you are authorizing the CFTC to obtain a credit report (or reports, if needed) for employment purposes.

Print Name:

SSN*:

Signature:

Date:

* The agency needs your social security number to ensure that the information requested is, in fact, about you and not someone with the same name. Solicitation of your social security number is authorized by Executive Order 9397 which also asks Federal agencies to use this number to help identify individuals in agency records.