

CRIMINAL BACKGROUND CHECK GUIDELINES

Easy Living Services, Inc. is concerned about maintaining a workforce that provides maximum safety to its clients. To that end, Easy Living has adopted a policy of checking into criminal records of potential employees/ associates and requiring reporting of any charge against an employee for criminal conduct. The following represent general guidelines for situations where employees/associates should not be employed or utilized.

Under no circumstances will Easy Living Services employ individuals or utilize associates who have been convicted of the following crimes:

1. Capital crimes (murder, rape, kidnapping, arson, etc.)
2. Conviction of any type of sexual assault.
3. Conviction of armed robbery, strong-armed robbery.
4. Conviction of any type of felonious assault.
5. Burglary.
6. Forgery.
7. Felonies involving theft including embezzlement and fraud.
8. Felonies involving injury such as domestic abuse, adult abuse and child abuse.
9. Felonies involving damage to property.
10. Theft of money, securities or other property valued at \$1,000 or more.

This listing may be amended at any time without notice by Easy Living Services, Inc. Easy Living also reserves the right to deviate from this listing as the circumstances require.

Any employee/associate who falsifies or fails to report criminal history will be subject to termination. Any employee/associate who fails to provide the appropriate Release for obtaining criminal records check or an investigation into a criminal history will not be eligible for employment or will be terminated.