



- Assists in meeting jurisdictional requirements within the screening process
- Helps maintain compliance activities in one auditable system
- Enhances the candidate experience by delivering specific documents and assessment questionnaires electronically

Why use Compliance Workbench?

Compliance Workbench can help organizations to stay current with dynamically changing Ban the Box legislation and help determine how best to fulfill legal obligations in an efficient manner.

HireRight's Compliance Workbench

The Compliance Workbench provides you with the space to create and maintain the tools needed to efficiently and effectively manage your compliance obligations based on complicated and ever-changing Ban the Box screening regulations.

How it Works

Using job location data and your candidate's current address, Compliance Workbench flags the report and identifies any effective Ban the Box jurisdictions, allowing you to incorporate your review and adjudication process.

The "Learn More" hyperlinks provide access to detailed information that can help you better understand applicable regional Ban the Box requirements to facilitate discussion with your legal counsel. A high level table notating specific requirements to consider for the applicable jurisdiction provides additional information as it pertains to jurisdictional requirements—adding another point of reference for your organization.

Functionality with Compliance Workbench enables you to efficiently create, save and version control letters, forms and assessment questionnaire templates for use with candidates. Forms and letters can be previewed and customized as needed to allow for a candidate's specific circumstances. Assessment Questionnaires can be customized to the information provided within the background report to allow for a pointed inquiry to gain additional information. Any correspondence generated through the Compliance Workbench will be visible within the documents tab, providing easy access and creating an audit trail.

Getting Started

For more information about HireRight's Compliance Workbench, call us on **800.400.2761** or visit us online: www.hireright.com

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