

## Voluntary Self-Identification Form: Disabled Individuals and Veterans

Providing the information requested in this form is voluntary and will assist us in maintaining affirmative action programs to promote employment opportunities of disabled individuals, special disabled veterans, and other protected veterans. Such disclosure by you will further enable the company to assist you in an appropriate manner concerning your employment. Disclosure or refusal to provide such information will in no way result in adverse treatment. All information regarding your disability will be kept confidential and will be used only in ways consistent with federal reporting requirements, except that:

- (1) supervisors and managers may be informed regarding restrictions on the work or duties of individuals with disabilities and disabled-veteran employees, and regarding necessary accommodations;
- (2) first-aid and safety personnel may be informed, when and to the extent appropriate, if a condition might require emergency treatment; and
- (3) government officials engaged in enforcing the Americans with Disabilities Act and laws regulating government contractors may be informed.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Please indicate the category or categories that apply to you:

**Individual with a Disability**

An "individual with a disability" is defined as a person who:

- (i) Has a physical or mental impairment which substantially limits one or more of your major life activities;
- (ii) Has a record of such an impairment; or
- (iii) Is regarded as having such an impairment.

**Disabled Veteran**

A "disabled veteran" is defined as:

- (i) A veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retirement pay would be entitled to compensation) under laws administered by the Secretary of Veteran Affairs, or
- (ii) A veteran who was discharged or released from active duty because of a service connected disability.

**Recently Separated Veteran**

A "recently separated veteran" is defined as any veteran who has been discharged or released from active duty in the U.S. military, ground, naval or air service in the past three years.

**Armed Forces Services Medal Veteran**

An "armed forces service medal veteran" is defined as a veteran who, while serving on active duty in the U.S. military, ground, naval, or air service, participated in a United States military operation for which an armed services medal was awarded pursuant to executive Order 12985.

**Other Protected Veteran**

A veteran who served on active duty in the U.S. Military, ground, naval, or air service during a war or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense.

List any accommodations needed to assist you in performing the essential functions of your job:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Disclosure and Authorization for Background Checks

As part of the employment screening and selection process, I authorize BLUE RIDGE ELECTRIC MEMBERSHIP CORPORATION by and through Qualifying Profiles Inc. (QPI) to verify all data given by me on application, related papers or oral interviews. I understand a thorough investigation may be conducted which may include but not be limited to criminal history, motor vehicle driving record, education verification, employment history, credit report and personal history. I hereby authorize employers, agencies, personal references and other persons with whom I am acquainted to answer all questions and release all information concerning my employment record, character, reputation, ability, education, military service, credit history and other applicable reports. Furthermore, I release all agencies, bureaus, employers, information service organizations, and individuals or companies named above from all liabilities or damages that might result from information provided in good faith. I state that the information provided by me on my application is accurate and I agree that if any information therein is found to be false at any time, my application may be discarded or my employment terminated. I understand that the information requested below regarding sex, race, and date-of-birth are for the sole purpose of gathering the above information accurately and will not be used to discriminate against me in violation of the law\*. A facsimile (FAX) or photocopy of this authorization shall be as valid as the original. **I also acknowledge receipt of "A Summary of Your Rights Under the Fair Credit Reporting Act."**

\*QPI fully complies with the Fair Credit Reporting Act and the ADA.

Please Print

Last Name	First	Middle	Social Security Number
Maiden and/or Other Name Used			Driver's License Number/State Issued
Current Address (Street)			Date of Birth / Sex / Race
City	State	Zip	County

\_\_\_\_\_  
Applicant's Signature

List previous address(es) other than that above for the past seven years:

Address (street)	City / State	Zip

--- QPI will not accept this form if altered, illegible or incomplete ---

**FOR OFFICE USE ONLY**

FAX Release to: XXX-XXXXXXX

Contact: _____	Phone: _____	FAX: _____
<input type="checkbox"/> NC Statewide	<input type="checkbox"/> SSN Scan	<input type="checkbox"/> DMV Report _____
<input type="checkbox"/> NC County Only _____	<input type="checkbox"/> SSN Retrace	(State)
<input type="checkbox"/> Other County _____	<input type="checkbox"/> Credit Analysis	<input type="checkbox"/> Ed Verification
<input type="checkbox"/> Other State _____	<input type="checkbox"/> Call for Special Instruction	<input type="checkbox"/> Professional Licensing
		<input type="checkbox"/> Emp Verification

Para informacion en espanol, visite [www.ftc.gov/credit](http://www.ftc.gov/credit) o escribe a la FTC Consumer Response Center, Room 130-A 600 Pennsylvania Ave. N.W., Washington, DC 20580

### A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to [www.ftc.gov/credit](http://www.ftc.gov/credit) or write to: Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave. N.W., Washington, DC 20580.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your "file disclosure"). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
  - ⇒ A person has taken adverse action against you because of information in your credit report;
  - ⇒ You are the victim of identify theft and place a fraud alert in your file;
  - ⇒ Your file contains inaccurate information as a result of fraud;
  - ⇒ You are on public assistance;
  - ⇒ You are unemployed but expect to apply for employment within 60 days.

In addition, by September 2005 all consumers will be entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See [www.ftc.gov/credit](http://www.ftc.gov/credit) for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See [www.ftc.gov/credit](http://www.ftc.gov/credit) for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need— usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.

- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to [www.ftc.gov/credit](http://www.ftc.gov/credit).
- **You may limit "prescreened" offers of credit and insurance you get based on information in your credit report.** Unsolicited "prescreened" offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-567-8688.
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit [www.ftc.gov/credit](http://www.ftc.gov/credit).

**States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. Federal enforcers are:**

#### TYPE OF BUSINESS:

Consumer reporting agencies, creditors and others not listed below

National banks, federal branches/agencies of foreign banks (word "National" or initials "N.A." appear in or after bank's name)

Federal Reserve System member banks (except national banks and federal branches/agencies of foreign banks)

Savings associations and federally chartered savings banks (word "Federal" or initials "F.S.B." appear in federal institution's name)

Federal credit unions (words "Federal Credit Union" appear in institution's name)

State-chartered banks that are not members of the Federal Reserve System

Air, surface, or rail common carriers regulated by former Civil Aeronautics Board or Interstate Commerce Commission

Activities subject to the Packers and Stockyards Act of 1921

#### CONTACT:

**Federal Trade Commission: Consumer Response Center - FCRA**  
Washington, DC 20580  
1-877-382-4357

**Office of the Comptroller of the Currency**  
Compliance Management  
Mail Stop 6-6  
Washington, DC 20219  
1-800-613-6743

**Federal Reserve Board Division of Consumer & Community Affairs**  
Washington, DC 20551  
202-452-3693

**Office of Thrift Supervision**  
Consumer Complaints  
Washington, DC 20552  
800-842-6929

**National Credit Union Administration**  
1775 Duke Street  
Alexandria, VA 22314  
703-519-4600

**Federal Deposit Insurance Corporation**  
Consumer Response Center  
2345 Grand Avenue, Suite 100  
Kansas City, Missouri 64108- 2638  
1-877-275-3342

**Department of Transportation**  
Office of Financial Management  
Washington, DC 20590  
202-366-1306

**Department of Agriculture**  
Office of Deputy Administrator - GIPSA  
Washington, DC 20250  
202-720-7051

## Voluntary Self-Identification Form: Gender and Ethnicity/Race

The information requested below is used BY BLUE RIDGE ELECTRIC MEMBERSHIP CORPORATION only to maintain records required of employers doing business with the federal government. YOU DO NOT HAVE TO ANSWER THESE QUESTIONS TO BE CONSIDERED FOR EMPLOYMENT WITH BLUE RIDGE ELECTRIC MEMBERSHIP CORPORATION. If you do choose to answer these questions, any information supplied by you on this voluntary self-identification form will not affect your employment opportunities with BLUE RIDGE ELECTRIC MEMBERSHIP CORPORATION, which is an equal employment opportunity employer.

Name: \_\_\_\_\_

Date of Application: \_\_\_\_\_

Job Applied For: \_\_\_\_\_

I do not wish to disclose this information.

### Question 1: Gender

Male  Female

### Question 2: Ethnicity

Are you Hispanic or Latino (that is, a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin)?

Yes, I am Hispanic or Latino  No, I am not Hispanic or Latino

### Question 3: Race

If you answered **NO** to Question #2 above, what is your race? (Select one or more.)

- American Indian or Alaska Native
- Asian
- Native Hawaiian or Other Pacific Islander
- Black or African American
- White

