

# SEATA 2018

## NASHVILLE, TENNESSEE

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ALABAMA DEPARTMENT OF REVENUE



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BACKSTAGE AT PUBLICATION 1075

A BEHIND THE SCENES LOOK AT FTI BACKGROUND CHECK IMPLEMENTATION

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## A BEHIND THE SCENES LOOK AT FTI BACKGROUND CHECK IMPLEMENTATION

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- What Has Been Done
- Who Will Be Checked
- When Will Checks Be Done
- What Will Be Included
- Adverse Actions For Unsatisfactory Checks

# WHAT HAS BEEN DONE

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- Added Statutory Requirement for Background Checks, Including Fingerprints, effective May 11, 2017
- Adopted ADOR Policy Effective December 8, 2017
- Secured Agreements with Ala. Law Enforcement Agency to Conduct Checks, effective January 1, 2018

# WHO WILL BE CHECKED

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- Existing Employees with Access to FTI
- ALL New Employees Hired After the Full Implementation Date
  - Vendor Employees with Access to FTI
- Other State Agency Employees with Access to FTI

# WHEN WILL CHECKS BE DONE

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- Existing Employees Completed by December 31, 2018
  - New Employees Beginning January 1, 2019
- Existing Vendor Agreements - Completed by December 31, 2018
- New/Renewed Vendor Agreements after October 1, 2018 – Completed Prior to Commencement of Services
  - Other Agency Employees Completed by October 1, 2018

# WHAT WILL BE INCLUDED

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- Alabama Law Enforcement Agency
- Federal Bureau of Investigations
- Inquiry of Local Authorities at Prior Residences / Schools

# UNSATISFACTORY BACKGROUND CHECK

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- Any Felony Convictions
- Misdemeanor Convictions Involving:
  - ✓ Physical Threat of Harm to Another Person
  - ✓ Misuse of Computers or Systems
  - ✓ Theft, Identity Theft, or Fraud
  - ✓ Misuse of FTI or Other Tax Information
  - ✓ Impersonation of Law Enforcement
- Significant Arrests Without Convictions



# ADVERSE ACTIONS FOR UNSATISFACTORY CHECKS

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- Existing Employees - Barred from FTI Access
- New Employees - Barred from FTI Access and Possible Termination
- Vendor Employees - Barred from Access to FTI and Other Confidential Information
- Other Agency Employees - Barred from Access to FTI and Other Confidential Information