

BACKGROUND VERIFICATION POLICY (Eagle Cabs India Pvt. Ltd.)

Policy brief & purpose

All offers of employment at Eagle Cabs are extended upon clear results of a thorough background check. Background checks will be conducted on all final candidates.

The background check policy includes -

- Personal Identification record: validates the applicant's personal ID's like Aadhar card, PAN card, Drivers Licence to ensure the employee is authorised to work in India/place where service is provided
- Educational Verification: if required by the client/third party, the Background verification team confirms the applicant's claimed educational institution, including the years attended and the degree/diploma received.
- Criminal check: includes review of criminal convictions and probation with a look back period of 5 years.
- Age and eligibility
Verification of Age and eligibility for the position applied with evidence of necessary documents provided by candidate and confirming the same by hiring manager. No person below the age of 18 will be employed with Eagle cabs
- Drivers:
Hiring agency will visit concerned authorities i.e., Road Transport Authorities, Local Police Station, Neighbour and surrounding premises and submit a report to the company.
- Reference Checks Verification of Internal and External references provided by candidate

All candidates aren't required to pass every type of background check we offer before our company hires them. In most cases, background checks cost time and money. We advise hiring agencies to conduct checks sparingly: preferably, on the final round of shortlisted candidates in the hiring process or a candidate they've chosen to hire.

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Local laws may require a candidate to have an offer in hand before we ask permission for a background check. We'll comply with all laws. Background screening shouldn't be used as a way to disqualify someone or reduce the number of applicants for a position. Background checks are meant to reinforce the hiring decision and ensure candidates who have been selected for a job are suitable.

