

FAIR CHANCE INITIATIVE FOR HIRING ORDINANCE (FCIHO) INDIVIDUAL ASSESSMENT and REASSESSMENT FORM



INFORMATION	
Employer Name:	Applicant Name:
Position Applied For:	Date of Conditional Offer:
Date of Criminal History Report:	Individual Assessment Performed by:
Date of Assessment:	Date of Reassessment (if applicable):
The following factors were considered, as required by Section 189.03 of the Los Angeles Municipal Code or Section 10.48.3 of the Los Angeles Administrative Code, before making our determination:	
The specific duties and responsibilities of the job, which are: a) b) c) d)	
2. Description of the criminal conduct and why the conduct is of concern.	
3. How long ago did the criminal activity occur:	
4. Age at the time of last criminal activity:	
5. Activities since criminal activity such as work experience, job training etc.: a)	
Based on the factors above, we are considering rescinding our offer of employment because:	
Describe how there is a link between the specific aspects of the Applicant's Criminal History with risks inherent in the duties of the Employment position.	
To be completed for a Reassessment:	
Was there an error made in the Criminal History Report?	
2 Evidence of rehabilitation and good conduct, which is: a)	
Based on the evidence provided, we are rescinding/not rescinding (circle one) our offer of employment because:	

Note: Employers shall retain all records and documents related to Applicants' Employment applications and the written assessment and reassessment performed for a period of three years following the receipt of an Applicant's Employment application.