

Wabash Valley Amateur Radio Association, Inc.
Criminal Background Check Policy

The Wabash Valley Amateur Radio Association, Inc. (WVARA) endeavors to work with many public organizations and has determined that a criminal background check is required as a condition of membership in the WVARA. The criminal background check is regulated under the Fair Credit Reporting Act (FCRA) and as such the screening policy form contains language permitting an extensive background search, however the WVARA will not ask for any credit history as a part of this criminal background check process. The WVARA will only conduct a national criminal background check, a social security number trace, and a county records search for any felony convictions on record.

Any individual desiring to be a member of the WVARA must consent to a criminal background check prior to being granted membership. Any individual that has a felony conviction on record will be considered ineligible for membership in the WVARA. Any individual refusing to consent to a criminal background check will be considered ineligible for membership in the WVARA. The cost of the background check will be borne by the WVARA.

Existing members must consent to a criminal background check in order to maintain membership in the WVARA. An existing member having a felony conviction on record will have their membership in the WVARA revoked. Any existing member that refuses to consent to a criminal background check will have their membership revoked. The cost of the background check will be borne by the WVARA.

The WVARA will utilize the services of Reference Services, Inc. located in Evansville, IN. If the background check reveals a felony conviction, the applicant will have the right to appeal the report to Reference Services, Inc. for accuracy. The findings of Reference Services, Inc. will be final following the appeal process.

It will be the responsibility of the Vice-President and the Trustee of the WVARA to maintain the reports generated by Reference Services, Inc. They will only report to the WVARA Board of Directors that an applicant is eligible or ineligible for membership as a result of the background check. All information from the reports will be held in strict confidence, and any copies of the reports maintained will be stored in a locked and secure location with access only by the Vice-President and the Trustee.