

POLICY: 4.1.9.

Background Investigations

Revised: December 6, 2012; and March 1, 2012

Last Reviewed: May 15, 2025

Adopted: April 3, 2008



POLICY:

It is the policy of the Technical College System of Georgia (TCSG) that all reasonable measures will be taken to provide a safe and secure environment for employees, students, visitors, contractors, and other individuals working in, attending, or visiting any TCSG System Office work unit or Technical College. Based on this objective, a thorough background investigation, including a criminal history records check, shall be conducted on the recommended candidate for any full-time or part-time position with the TCSG System Office or any associated Technical College before a hiring decision is finalized.

The successful completion of criminal history records check, and investigation will also be required of any contractor or employee of a contractor who works in a full-time or regular, part-time capacity at any Technical College and whose work assignment(s) include direct contact with students and staff. In addition, individuals with a documented record of criminal conviction(s) and those on active, reporting probation or with outstanding criminal charges or active arrest warrants may be ineligible for employment. The Commissioner shall establish a standardized procedure for background investigations and employment eligibility followed by all Technical Colleges and the System Office.

RELATED AUTHORITY:

O.C.G.A. § 20-4-11 – Powers of Board

O.C.G.A. § 20-4-14 – TCSG Established; Powers and Duties

O.C.G.A. Title 16, Crimes and Offenses

O.C.G.A. § 16-11-5 – Short Title

O.C.G.A. Title 17, Criminal Procedures

O.C.G.A. § 17-10-6.1 – Punishment for Serious Violent Offenders; Authorization for Reduction in Mandatory Minimum Sentencing

O.C.G.A. § 35-3-30 et seq. – Definitions

O.C.G.A. § 42-8-60, et seq. – Probation Prior to Adjudication of Guilt; Violation of Probation; Review of Criminal Record by Judge

O.C.G.A. § 45-3-11 – Loyalty Oath — Persons Required to take Oath Generally

O.C.G.A. § 45-23-1 et seq. Drug-free Workplace Act of 1990

O.C.G.A. § 50-5-83 - Definitions; Requirements for State Purchasing Card Program

Rules of the Georgia Crime Information Center Council 15 U.S.C. 1681