

BCA
CITY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS
BUREAU OF CONTRACT ADMINISTRATION
QUALITY • EFFICIENCY • COMPLIANCE

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):

1. The specific duties and responsibilities of the job, which are:

a) _____

b) _____

c) _____

d) _____

a) _____

b) _____

c) _____

d) _____

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.

a)		
b)		
c)		
d)		

Based on the evidence provided, we are rescinding/not rescinding (circle one) our offer of employment because:

BUREAU OF CONTRACT ADMINISTRATION: 1149 S. BROADWAY, STE 300, LOS ANGELES CA 90015