



UNIVERSITY OF MARYLAND

Office of the President

DAVID J. RAMSAY, DM, DPhil
President

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MEMORANDUM

TO: Deans, Vice Presidents and Department Heads

FROM: David J. Ramsay, D.M., D.Phil.
President

DATE: June 12, 2008

SUBJECT: Background Investigations

A handwritten signature in black ink that reads "David Ramsay".

The University is pleased to announce the implementation of employment background investigations for all Regular and Contingent II Faculty and Staff effective July 1, 2008. The background investigations will be conducted on a post selection decision/pre-offer basis for all new hires and employees returning to the University after a separation one year or more. The program will be administered by Human Resource Services (HRS) which will provide services and support to employing schools/departments especially in the cases involving unsuccessful background investigations.

This service is offered to insure the integrity of the University workforce and to secure the workplace for our faculty, staff, students and those individuals seeking care and services or conducting other business with the University.

In these uncertain times, the University must take every precaution to assure the safety and security of our community. If you have any questions about this new program, please contact Elaine S. Gill, Executive Director, Human Resource Services, at (410) 706-7302.

DJR/JTH/scj

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