

**Schindler Elevator Corporation**



**Schindler**

December 19, 2008

Mr. Jim Higgins  
Assistant to the General President  
International Union of Elevator Constructors  
7154 Columbia Gateway Dr.  
Columbia, MD 21046

Re: Motor Vehicle Records Requests

Dear Jim:

Schindler Elevator Corporation utilizes USIS as its agent for the procurement of motor vehicle driver's license records for all persons permitted to drive Schindler vehicles. USIS requires that Schindler use their standard form for this purpose.

You have noted that the USIS form contains the following phrase: "USIS is authorized to disclose all information obtained to the requesting entity for the purpose of making a determination as to my eligibility for employment, continuation of employment, promotion or any other lawful purpose." You note that the IUEC objects to this phrase insofar as its application to our IUEC represented employees.

You are advised that for the purpose of making a determination as to eligibility for employment, continuation of employment, promotion or any other lawful purpose as it applies to our IUEC represented employees, Schindler shall be governed by the operating needs of the company and the terms of our collective bargaining agreement.

The MVR Information will only be used by the company for purposes of determining the eligibility of employees to operate or continue to operate a company vehicle. The information in the MVR report is intended exclusively for use by the company and will not be released or made available to any other parties.

Very truly yours,

Michael P. Shields





**Schindler**

**MOTOR VEHICLE REPORT DISCLOSURE & RELEASE FOR EMPLOYEE**

At the time of your application for employment, you authorized, or alternatively, do currently authorize your employer to obtain a Motor Vehicle Report covering periods prior to and during the course of your employment. In connection with your continued employment (including contract for services), a motor vehicle report may be requested from USIS Commercial Services ("USIS"). These reports may include the following types of information: driving history of violations, suspensions, accidents, and or incidents. Such reports may contain public record information concerning your driving record or state provided driving records.

You have the right to make a request to USIS, upon proper identification, to request the nature and substance of all information in its files on you at the time of your request, including the sources of information and the recipients of any reports on you that USIS has previously furnished within the two-year period preceding your request. USIS may be contacted by mail at P. O. Box 33181, Tulsa, Oklahoma, 74153, or by phone at (800) 381-0645.

I AUTHORIZE, WITHOUT RESERVATION, USIS, AND ANY PARTY OR AGENCY CONTACTED BY USIS, TO FURNISH THE ABOVE-MENTIONED INFORMATION.

USIS is authorized to disclose all information obtained to the requesting entity for the purpose of making a determination as to my eligibility for employment, continuation of employment, promotion or any other lawful purpose. This authorization shall remain on file and shall serve as ongoing authorization for the procurement of motor vehicle records at any time during my employment or contract period.

All information stored or reports furnished by USIS are confidential and will not be disclosed to any party, other than the employee, employer, and USIS and its agents.

By signing below, I certify that I have read and fully understand this release, that prior to signing I was given an opportunity to ask questions and to have those questions answered to my satisfaction, and that I executed this release voluntarily and with the knowledge that the information being released could affect my being hired, my employment, use of vehicle pursuant to applicable employer policy, or my eligibility for promotion.

Employee To Complete:

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Print Name (as it appears on DL)

\_\_\_\_\_  
Driver License # and Expiration Date

\_\_\_\_\_  
State

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Today's Date

NATIONAL ELEVATOR BARGAINING ASSOCIATION

P.O. Box 119  
Teaneck, NJ 07666

May 5, 2009

Jim Higgins  
Assistant General President  
International Union of Elevator Constructors  
7154 Columbia Gateway Drive  
Columbia, MD 21046

Re: Fair Credit Reporting Act

Dear Jim:

You have inquired about the purpose of the reference to the Fair Credit Reporting Act made in the documents used by certain NEBA employers in policies and/or forms associated with employee use of company vehicles.

As you are aware, employers require employees authorized to operate company vehicles to execute Motor Vehicle Report Request (MVR) forms in order to verify the driving records of such employees from time to time. In some jurisdictions, Motor Vehicle Reports may be considered Consumer Information and if applicable, such information falls under the protections afforded under the Fair Credit Reporting Act (FCRA). The purpose of this reference is to advise employees of their rights under FCRA.

This reference does not imply or otherwise suggest that when an employee completes an MVR form that the employee is in any way authorizing the release of personal financial or credit information to that employer. The sole purpose of the MVR form is to obtain information regarding the employee's driving history.

Very truly yours,



E. James Walker

Cc: NEBA Employers