COMPLIANCE WORKING RECORD

Background-check adverse-action preparation

Fictional sample. Requires tailoring and responsible review.

Document control

Field	Value
Document type	Background-check adverse-action preparation
Document reference	FICTIONAL-ACCESS-EMPLOYMENT-1
Jurisdiction	Customer-approved US scope
Version	1
Status	Named accessibility and employment prepared
Prepared by	Fictional responsible reviewer
Prepared on	2026-10-09T18:00:00Z
Rule pack	2026-10-09.access-employment.1
Generated	October 9, 2026

Purpose and boundary

Prepare source-linked pre-adverse and final adverse-action documents from an actual authorized background-check case.

Check exact person/report/version, standalone disclosure and authorization chronology, actual report and rights-summary copies, pre-adverse delivery, customer-approved response opportunity and unresolved disputes before a final decision. Draft distinct pre-adverse and final notices with actual CRA identity, contact, nondecision-maker statement, dispute route and 60-day free-report information. No notice is sent and no universal waiting period is invented.

This browser preparation retains original customer evidence and selected source-approved criteria. Actual manual tests, authorization, delivery, signatures, employment status and legal applicability remain responsible human decisions. PDF checks cover only supported structural indicators, not semantic accessibility or conformance. No external scan, filing, remote AI or provider is called. Exact sources stay in this browser unless explicitly saved through paid private cloud saving.

Approved scope and accessibility and employment method

Fictional selected exact originals and approved criteria only. Replace every fictional fact before use.

Scope approval. FICTIONAL-SCOPE-1

Approved method. Fictional approved accessibility/employment method 1. Source. f1. Locator. /methodVersion. Approver. Fictional authorized method approver. Approval date. 2026-01-02T12:00:00Z

Population statement. Declared complete population. Customer-declared scope count. 1

Background adverse-action preparation scope inputs

The first 20 exact task rows appear here. Displayed values are bounded to 1000 characters. Complete typed rows and exact values remain in Excel and JSON.

ID	Facts
1	Exact scope ID. SCOPE-1 Name. Fictional Northfield background scope Version. 1 Owner. Fictional accountable owner Jurisdiction. Customer-approved US scope Instrument. Fictional explicit selected instrument Operative instrument version. Fictional approved source instrument 1 Instrument Source Id. f1 Instrument Locator. /instrumentVersion Effective From. 2026-01-01 Effective Through. Scope Basis. Fictional accountable approval of exact selected task scope. No legal applicability is inferred. Approved By. Fictional responsible scope approver Approved At. 2026-01-02T12:00:00Z Population Mode. Declared complete population Declared named output count. 1 Original source file ID. f2 Original JSON record pointer. /scopes/0 Original source binding. Exact JSON record Supporting evidence IDs. ["PROOF-scopes-SCOPE-1"]

Background Cases

The first 20 exact task rows appear here. Displayed values are bounded to 1000 characters. Complete typed rows and exact values remain in Excel and JSON.

ID	Facts
1	Case Id. CASE-1 Exact scope ID. SCOPE-1 Person Ref. FICTIONAL-PERSON-1 Report File Id. f3 Rights Summary File Id. f4 Report Version. 1 Report On. 2026-10-03 Disclosure On. 2026-10-01 Authorization On. 2026-10-02 Requested On. 2026-10-02 Stage. Pre-adverse preparation Proposed Decision. Fictional proposed role application decision under responsible review. Pre Notice On. 2026-10-04 Final Decision On. Waiting Unit. Calendar days Waiting Interval. 5 Holidays. [] Waiting Basis. Fictional explicit approved five calendar days. This is not an inferred statutory period. Dispute Route. fictional-review@example.com Reviewer. Fictional accountable reviewer Original source file ID. f2 Original JSON record pointer. /backgroundCases/0 Original source binding. Exact JSON record Supporting evidence IDs. ["PROOF-backgroundCases-CASE-1"]

Background Steps

The first 20 exact task rows appear here. Displayed values are bounded to 1000 characters. Complete typed rows and exact values remain in Excel and JSON.

ID	Facts
1	Step Id. Disclosure Exact scope ID. SCOPE-1 Case Id. CASE-1 Kind. Disclosure On. 2026-10-01 Recipient. Fictional actual intended recipient Person Ref. FICTIONAL-PERSON-1 Attachment Ids. ["f3"] Channel. Fictional source-reported secure delivery Proof. Fictional original attributable step evidence Original source file ID. f2 Original JSON record pointer. /backgroundSteps/0 Original source binding. Exact JSON record Supporting evidence IDs. ["PROOF-backgroundSteps-Disclosure"]
2	Step Id. Authorization Exact scope ID. SCOPE-1 Case Id. CASE-1 Kind. Authorization On. 2026-10-02 Recipient. Fictional actual intended recipient Person Ref. FICTIONAL-PERSON-1 Attachment Ids. ["f3"] Channel. Fictional source-reported secure delivery Proof. Fictional original attributable step evidence Original source file ID. f2 Original JSON record pointer. /backgroundSteps/1 Original source binding. Exact JSON record Supporting evidence IDs. ["PROOF-backgroundSteps-Authorization"]
3	Step Id. Report-received Exact scope ID. SCOPE-1 Case Id. CASE-1 Kind. Report received On. 2026-10-03 Recipient. Fictional actual intended recipient Person Ref. FICTIONAL-PERSON-1 Attachment Ids. ["f3"] Channel. Fictional source-reported secure delivery Proof. Fictional original attributable step evidence Original source file ID. f2 Original JSON record pointer. /backgroundSteps/2 Original source binding. Exact JSON record Supporting evidence IDs. ["PROOF-backgroundSteps-Report-received"]
4	Step Id. Pre-adverse-delivery Exact scope ID. SCOPE-1 Case Id. CASE-1 Kind. Pre-adverse delivery On. 2026-10-04 Recipient. Fictional actual intended recipient Person Ref. FICTIONAL-PERSON-1 Attachment Ids. ["f3","f4"] Channel. Fictional source-reported secure delivery Proof. Fictional original attributable step evidence Original source file ID. f2 Original JSON record pointer. /backgroundSteps/3 Original source binding. Exact JSON record Supporting evidence IDs. ["PROOF-backgroundSteps-Pre-adverse-delivery"]

Disputes

The first 20 exact task rows appear here. Displayed values are bounded to 1000 characters. Complete typed rows and exact values remain in Excel and JSON.

Action Notices

The first 20 exact task rows appear here. Displayed values are bounded to 1000 characters. Complete typed rows and exact values remain in Excel and JSON.

ID	Facts

ID	Facts
1	Notice Id. NOTICE-1 Exact scope ID. SCOPE-1 Case Id. CASE-1 Kind. Pre-adverse Notice On. 2026-10-04 Consumer Name. Fictional applicant Cra Name. Fictional consumer reporting agency Cra Address. Fictional agency address Cra Phone. Fictional agency phone Decision Description. Fictional employer is considering the documented role application action. Nondecision Statement. Fictional reporting agency did not make the employment decision. Dispute Information. Fictional applicant can dispute the report accuracy or completeness with the named agency. Free Report Information. Fictional applicant may obtain the approved free report by requesting within 60 days. Approved By. Fictional notice approver Approved At. 2026-10-04T00:00:00Z Original source file ID. f2 Original JSON record pointer. /actionNotices/0 Original source binding. Exact JSON record Supporting evidence IDs. ["PROOF-actionNotices-NOTICE-1"]

Evidence

The first 20 exact task rows appear here. Displayed values are bounded to 1000 characters. Complete typed rows and exact values remain in Excel and JSON.

ID	Facts
1	Evidence Id. PROOF-scopes-SCOPE-1 Exact scope ID. SCOPE-1 Record Type. scopes Record Id. SCOPE-1 File Id. f2 Source Sha256. 3f33112dc85d9352133f6299164ce5ea528f90f641b9cc1293a0bc8adef83fd4 Locator. /scopes/0 Conclusion. Supports Reviewer. Fictional exact source reviewer Reviewed At. 2026-10-09T18:00:00Z Evidence Type. Original reviewed task evidence
2	Evidence Id. PROOF-backgroundCases-CASE-1 Exact scope ID. SCOPE-1 Record Type. backgroundCases Record Id. CASE-1 File Id. f2 Source Sha256. 3f33112dc85d9352133f6299164ce5ea528f90f641b9cc1293a0bc8adef83fd4 Locator. /backgroundCases/0 Conclusion. Supports Reviewer. Fictional exact source reviewer Reviewed At. 2026-10-09T18:00:00Z Evidence Type. Original reviewed task evidence
3	Evidence Id. PROOF-backgroundSteps-Disclosure Exact scope ID. SCOPE-1 Record Type. backgroundSteps Record Id. Disclosure File Id. f2 Source Sha256. 3f33112dc85d9352133f6299164ce5ea528f90f641b9cc1293a0bc8adef83fd4 Locator. /backgroundSteps/0 Conclusion. Supports Reviewer. Fictional exact source reviewer Reviewed At. 2026-10-09T18:00:00Z Evidence Type. Original reviewed task evidence
4	Evidence Id. PROOF-backgroundSteps-Authorization Exact scope ID. SCOPE-1 Record Type. backgroundSteps Record Id. Authorization File Id. f2 Source Sha256. 3f33112dc85d9352133f6299164ce5ea528f90f641b9cc1293a0bc8adef83fd4 Locator. /backgroundSteps/1 Conclusion. Supports Reviewer. Fictional exact source reviewer Reviewed At. 2026-10-09T18:00:00Z Evidence Type. Original reviewed task evidence

ID	Facts
5	Evidence Id. PROOF-backgroundSteps-Report-received Exact scope ID. SCOPE-1 Record Type. backgroundSteps Record Id. Report-received File Id. f2 Source Sha256. 3f33112dc85d9352133f6299164ce5ea528f90f641b9cc1293a0bc8adef83fd4 Locator. /backgroundSteps/2 Conclusion. Supports Reviewer. Fictional exact source reviewer Reviewed At. 2026-10-09T18:00:00Z Evidence Type. Original reviewed task evidence
6	Evidence Id. PROOF-backgroundSteps-Pre-adverse-delivery Exact scope ID. SCOPE-1 Record Type. backgroundSteps Record Id. Pre-adverse-delivery File Id. f2 Source Sha256. 3f33112dc85d9352133f6299164ce5ea528f90f641b9cc1293a0bc8adef83fd4 Locator. /backgroundSteps/3 Conclusion. Supports Reviewer. Fictional exact source reviewer Reviewed At. 2026-10-09T18:00:00Z Evidence Type. Original reviewed task evidence
7	Evidence Id. PROOF-actionNotices-NOTICE-1 Exact scope ID. SCOPE-1 Record Type. actionNotices Record Id. NOTICE-1 File Id. f2 Source Sha256. 3f33112dc85d9352133f6299164ce5ea528f90f641b9cc1293a0bc8adef83fd4 Locator. /actionNotices/0 Conclusion. Supports Reviewer. Fictional exact source reviewer Reviewed At. 2026-10-09T18:00:00Z Evidence Type. Original reviewed task evidence

Actions

The first 20 exact task rows appear here. Displayed values are bounded to 1000 characters. Complete typed rows and exact values remain in Excel and JSON.

Background adverse-action preparation

The first 20 prepared output rows appear here. Complete rows remain in Excel and JSON.

ID	Result
NOTICE-1	Item. NOTICE-1 Scope ID. SCOPE-1 Subject. FICTIONAL-PERSON-1 Stage. Pre-adverse Notice on. 2026-10-04 Approved cutoff. 2026-10-09 Result. Prepared for review
CASE-1	Item. CASE-1 Scope ID. SCOPE-1 Subject. FICTIONAL-PERSON-1 Stage. Pre-adverse preparation Report version. 1 Approved waiting cutoff. 2026-10-09 Actual steps. 4 Disputes. 0 Delivery. Customer-reported proof; not authenticated Result. Prepared for review

Named accessibility and employment draft sections

The first 20 prepared output rows appear here. Complete rows remain in Excel and JSON.

ID	Result

ID	Result
NOTICE-1	Item. NOTICE-1 Scope ID. SCOPE-1 Title. Pre-adverse action preparation Decision. Prepared for review Draft text. Dear Fictional applicant, We are considering this action based in whole or in part on the identified report. Fictional employer is considering the documented role application action. Enclosed originals. fictional-report.txt (SHA-256 8513b704385e65468bbf47b9aa0a5800ea0f90b82a81ec8b636344669323f744). fictional-rights-summary.txt (SHA-256 d8a56bc7694c09a9884477a6c73b21b6fad989aac6bb84c224979e2945c94100). Dispute route. fictional-review@example.com Customer-approved review interval ends 2026-10-09. Basis. Fictional explicit approved five calendar days. This is not an inferred statutory period. No final decision is represented by this preparation. This browser preparation retains original customer evidence and selected source-approved criteria. Actual manual tests, authorization, delivery, signatures, employment status and legal applicability remain responsible human decisi [formal preview abridged]

Accountable accessibility and employment actions

The first 20 prepared output rows appear here. Complete rows remain in Excel and JSON.

Accessibility and employment draft. NOTICE-1. Prepared for review

Complete source-supported draft text appears below and remains in Excel and JSON.

Dear Fictional applicant,

We are considering this action based in whole or in part on the identified report. Fictional employer is considering the documented role application action.

Enclosed originals. fictional-report.txt (SHA-256 8513b704385e65468bbf47b9aa0a5800ea0f90b82a81ec8b636344669323f744). fictional-rights-summary.txt (SHA-256 d8a56bc7694c09a9884477a6c73b21b6fad989aac6bb84c224979e2945c94100).

Dispute route. fictional-review@example.com

Customer-approved review interval ends 2026-10-09. Basis. Fictional explicit approved five calendar days. This is not an inferred statutory period.

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Review findings

1 actual scopes. 2 named outputs. 0 unresolved findings.

The first 100 findings and 1000 characters per displayed field appear here. Complete findings remain in the data exports.

Kind	ID	Result	Finding
Original scopes source	SCOPE-1	Matched	Every exact task fact matches the original bytes.
Original backgroundCases source	CASE-1	Matched	Every exact task fact matches the original bytes.
Original backgroundSteps source	Disclosure	Matched	Every exact task fact matches the original bytes.
Original backgroundSteps source	Authorization	Matched	Every exact task fact matches the original bytes.
Original backgroundSteps source	Report-received	Matched	Every exact task fact matches the original bytes.
Original backgroundSteps source	Pre-adverse-delivery	Matched	Every exact task fact matches the original bytes.
Original actionNotices source	NOTICE-1	Matched	Every exact task fact matches the original bytes.

Selected exact attachments

ID	Filename	Bytes	SHA-256
f1	fictional-approved-access-employment-rules.json	133	2fff9b3d27c9dd4ec87adde8146e7c1b69b78fa923efd6a7613456c0ed7819dc
f2	fictional-original-access-employment-records.json	3869	3f33112dc85d9352133f6299164ce5ea528f90f641b9cc1293a0bc8adef83fd4
f3	fictional-report.txt	58	8513b704385e65468bbf47b9aa0a5800ea0f90b82a81ec8b636344669323f744
f4	fictional-rights-summary.txt	93	d8a56bc7694c09a9884477a6c73b21b6fad989aac6bb84c224979e2945c94100

Unresolved items and limitations

The first 100 unresolved items appear here, with 1000 characters per preview. Complete findings remain in Excel and JSON.

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Limitations

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Official sources

Source	Provision	Date	Link

Source	Provision	Date	Link
US Federal Trade Commission: Background Checks. What Employers Need to Know	Fair Credit Reporting Act employment guidance. Standalone disclosure, permission, pre-adverse report/rights-summary copies and final CRA/contact/dispute/free-report information. Selected state/local requirements and response opportunity require responsible review.. Check exact person/report/version, standalone disclosure and authorization chronology, actual report and rights-summary copies, pre-adverse delivery, customer-approved response opportunity and unresolved disputes before a final decision. Draft distinct pre-adverse and final notices with actual CRA identity, contact, nondecision-maker statement, dispute route and 60-day free-report information. No notice is sent and no universal waiting period is invented. This source does not validate unsupplied populations, authenticate actual tests or approve the customer result.	October 9, 2026	https://www.ftc.gov/business-guidance/resources/background-checks-what-employers-need-know