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INDYCHAMBER
Ban the Box
What Employers Need to Know

The Indianapolis City-County Council recently passed legislation commonly referred to as Ban the Box, a measure aimed at breaking down barriers for ex-offenders re-entering the workforce by removing the checkbox that asks about criminal history on job applications.

Ordinance goes into effect:



Applies to anyone who does business with the City of Indianapolis with **10** or more full-time employees.



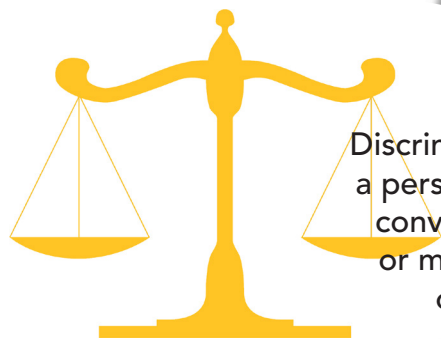
Employers May Not



Have a "box" asking about an applicant's prior criminal history on job applications.

Ask about any criminal convictions before or during the first interview.

Require a person to reveal an arrest which is not pending at the time of application and did not result in a conviction.



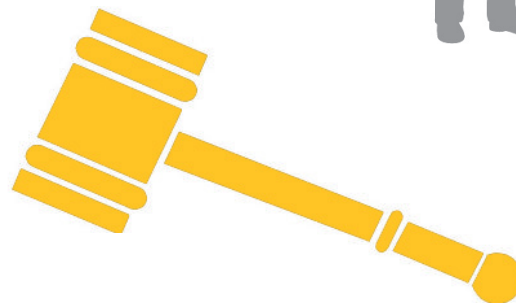
Discriminate against a person previously convicted of one or more criminal offenses

Exemptions to Ban the Box



An employer hiring for positions where certain violations are prohibited under federal law may ask questions about those convictions or violations.

An employer hiring for licensed trades or professions, including interns and apprentices, may ask the same questions asked by the trade or profession in accordance with state law.



The prohibitions do not apply if the inquiries or adverse actions prohibited are specifically authorized by any other applicable law.