



EMPOWER. EDUCATE. ENFORCE.

The Office of Civil Rights and Wage Enforcement Baltimore Community Relations Commission BAN THE BOX- EMPLOYER

WHAT IS BAN THE BOX?

Employers in the City of Baltimore cannot ask if an applicant has a criminal history or conduct a criminal-record check on an individual who has not yet received a conditional offer of employment.

WHAT CAN EMPLOYERS NOT DO?

Before a conditional offer of employment has been made, employers cannot:

- Require an applicant to disclose or reveal whether he or she has a criminal record.
- Conduct a criminal record check on an applicant.
- Ask an applicant or anyone else about an applicant's criminal record.

WHO IS COVERED BY THE LAW?

Any employer with the equivalent of ten or more full time employees is covered by the law. The following types of workers are protected:

- Any worker working for a form of pay.
- Any worker participating in vocational or educational training.
- Directly or indirectly any worker who performs contractual, temporary, seasonal, and contingent work.
- Advertise that an applicant must pass a criminal background check

WHAT EXCEPTIONS EXIST?

Any facility or employer that provides programs, services, or direct care to minors or to vulnerable adults is allowed to conduct a criminal-record check prior to a conditional offer of employment. Also permitted is any inquiry or other action is required or expressly authorized by applicable Federal, State, or City law.

PENALTIES

The Baltimore Community Relations Commission may conduct an investigation which could result in the awarding of back pay for lost wages, compensatory damages to the employee, and the payment of reasonable attorney's fees.

For more information please call: (410) 396-3141
or visit www.civilrights.baltimorecity.gov