



Background Investigations

Policy Statement

This policy follows the University System of Georgia (USG) Business Procedures Manual except where identified in the section labelled UGA Procedures below. All employees should adhere to the full Business Procedures Manual in addition to the UGA Procedures.

Refer to the [USG HR Administrative Manual for Background Investigations](#).

UGA Procedures

Related information

[University of Georgia Background Check Process website](#)

[Mass Background Investigation Uploading Spreadsheet](#)

Responsibilities

Responsible University Senior Administrator: Vice President for Finance & Administration

Responsible University Administrator: Associate Vice President for Human Resources

Policy Owner: hrweb@uga.edu

Policy Contact: Sr. Director for Talent

Contact Information: hrweb@uga.edu or (706) 542 2222

Policy Dates

Effective Date: 9/17/2020

Date Last Updated: 12/16/2021