



Background Checks/Criminal Records Policy

In connection with your application for employment, or continued employment, Sprouts may conduct a background check, consistent with the Fair Credit Reporting Act (“FCRA”), and similar state and applicable laws.

The scope of a background check may include criminal convictions, address history, credit history, previous employment history and reasons for termination, educational verification (e.g., dates of attendance, degrees obtained, social security number verification, driving records and accident history, professional licensing and certification checks, personal and professional reference checks, military history verification, and public information from various Federal, State, and County courts and other agencies regarding any past criminal, civil, or educational activities and experiences. A credit report will only be requested where consistent with applicable law and where the information is substantially related to the duties and responsibilities of the position applied for (i.e., the position is managerial or involves access to customer or employee personal, confidential, or credit card information). Further, all background inquiries are limited to information which is job-related and pertains to your job performance in the workplace. Background check information will be maintained in a file separate from a team member’s personnel file.

Background checks will not be conducted until after an offer of employment is made, but employment in those jobs or positions for which this occurs will be conditioned upon successful completion of the criminal and/or credit history investigation. All offers of employment are conditioned on the applicant providing consent to have a background investigation performed.

Misdemeanor or felony convictions will not automatically disqualify an applicant or team member from employment, nor will Sprouts consider any conviction that has been sealed, annulled, expunged, erased, legally eradicated, pardoned, or otherwise removed by law or court order. Rather, in each case, before making an employment decision, Sprouts will conduct an individualized assessment of the conviction and consider applicable state and federal law, the team member’s age at the time of the conviction, the seriousness and nature of the crime, the time elapsed since the conviction, the nature of the specific job and opportunity for the same/similar conduct to recur, and any rehabilitation or other mitigating factors.

To ensure a safe and profitable workplace, all team members are also required to immediately inform their supervisor or manager if they are arrested or are charged with a criminal offense, with the exception of minor traffic offenses. The report must occur within two (2) business days of the arrest. Sprouts will not take any adverse employment action based only up the fact of an arrest. Any action will be based upon the underlying facts of the arrest, and in compliance with state and federal law. Team members unavailable for work due to incarceration are subject to

suspension or termination. Noncompliance with the above-stated requirement constitutes grounds for termination.

If a background check, in whole or in part, supports the making of an adverse decision affecting your employment, Sprouts will provide you a copy of the report as well as a written description of your rights under the FCRA and any applicable state law before making a decision.

Should it be discovered through a background check or subsequent investigation that an applicant or team member has misrepresented, falsified, or omitted any information on their employment application or other data presented during the hiring process and employment, Sprouts may cease to consider that individual for employment, or may terminate the team member.