



**BLANKET EMPLOYEE THEFT SUPPLEMENT**

<u>YES</u>	<u>NO</u>	
1. <input type="checkbox"/>	<input type="checkbox"/>	Are all job applicants thoroughly screened prior to employment, including background checks and written employment applications?
2. <input type="checkbox"/>	<input type="checkbox"/>	Are there controls on petty cash disbursements, bank deposits and withdrawals, issuance of checks, payrolls, reconciliation of bank statements, and the paying of invoices?
3. <input type="checkbox"/>	<input type="checkbox"/>	Are there controls on the delivery of materials?
4. <input type="checkbox"/>	<input type="checkbox"/>	Are invoices checked?
5. <input type="checkbox"/>	<input type="checkbox"/>	Are contractor's tools and equipment marked to be readily identifiable?
6. <input type="checkbox"/>	<input type="checkbox"/>	Are there access controls on employees entering and leaving the facility?
7. <input type="checkbox"/>	<input type="checkbox"/>	Can employees who are caught stealing be successfully prosecuted?

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Signature of Applicant / Insured

Date