



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Federal Investigative
Services

Federal Investigations Notice

Notice No. 11-03

Date: March 23, 2011

SUBJECT: Revised Standard Form 86 Implementation

In March 2010, the Office of Management and Budget approved the revised version of the Standard Form (SF) 86, *Questionnaire for National Security Positions*. Using an aggressive implementation plan, the Office of Personnel Management (OPM) is pleased to announce the revised SF 86 was loaded into the Electronic Questionnaires for Investigations Processing (e-QIP) system on December 17, 2010, and is now available to other investigation service providers (ISP). The 2010 revised SF86 will be available in e-QIP to OPM customer agencies in the spring 2011, following training and advance coordination.

The SF 86 revisions include expanded or branching questions that allow applicants to provide more complete and accurate information about their backgrounds. The questions expand based on the applicant's response, asking for more detailed information in such areas as employment and criminal records, credit history, and foreign travel. The branching questions align with reform goals to speed the investigation process by ensuring the information collected from applicants is more complete and accurate during the upfront processing phase.

The 2010 version of the SF 86 will be implemented in phases, starting with the testing and validation:

- OPM's Federal Investigative Services (OPM-FIS) Agency Liaison is currently working with agencies identified to participate in the testing and validation phase. We conducted an "open enrollment" orientation with these and other selected e-QIP user agency representatives in January 2011, through an open house and webinar. These sessions will continue as long as needed. Details on the orientation were provided to agencies via email from our Agency Liaison group.
- In addition, OPM-FIS Agency Liaison will be in contact with other agencies to develop their training and implementation plans with the goal of moving agencies to the 2010 version of the SF 86 as quickly as possible.
- Persons responsible for submitting requests for investigations in e-QIP will continue to use the 2008 version of the SF 86 until notified of the implementation of the 2010 version within their respective agencies.

OPM will continue to accept investigations requested on the 2008 version of the SF 86 until September 30, 2011. After that date, OPM will no longer accept the 2008 version of the SF 86 unless an exception is warranted and approved.

When OPM uploaded the 2010 version of the SF 86 into e-QIP on December 17, 2010, we also added the following enhancements to the system that are currently available for all agency users:

- Updated e-QIP login procedures
- Transferred the Agency Drop-Down list from the e-QIP Main Menu to a separate screen
- Removed the portlets from the e-QIP Main Menu
- Removed the “Offline Version” from the initiator screen
- Updated Applicant Uploaded Attachment Screens
- Made numerous Product Line changes that will be reflected on Agency Use Block Validation
- Added a new validation for Citizenship Document numbers (restricted character length); Social Security Number Validation for Cohabitants and Spouses; the Fair Credit Release for SF 86 submissions; and new fields on the Agency Use Block of the SF 86 (Block W – PCS/Deployment Location, CAGE Code, and Contracting Number)

To assist in the transition to the new SF 86, OPM published the INV-15, *Requesting OPM Personnel Investigations*, on the OPM-FIS website at www.opm.gov/investigate. If you need additional information about the revised SF 86 implementation plan or the recent enhancements to e-QIP, please contact our Agency Liaison at (724) 794-5612.



Merton W. Miller
Associate Director
Federal Investigative Services

Inquiries: OPM-FIS, Agency Liaison Group, (724) 794-5612
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