UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Federal Investigative
Services Division

Federal Investigations Notice

Notice No. 08-03 **Date: August 8, 2008**

SUBJECT: Revised Standard Form 86

Later this year, the July 2008 revision of the Standard Form (SF) 86 will be implemented, to include complementary updates to the Electronic Questionnaire for Investigations Processing (e-QIP). The e-QIP system is the e-Government solution for investigation requests. For requesters in unusual logistical circumstances where e-QIP is not available or accessible, the newly revised SF 86 will also be available as a fillable PDF file on OPM's website at: http://www.opm.gov/forms/html/sf.asp. In addition, paper copies of the revised form may be obtained from the General Services Administration (GSA).

This SF 86 revision includes:

- Updates to the questionnaire to align with the national security adjudicative guidelines (implementation of Executive Order 12968);
- Clear and concise language throughout the form to further encourage proper reporting of information;
- Expanded coverage of foreign activities, to include financial interests, business and professional activities, foreign government contacts, personal contacts, and foreign travel;
- Revised Mental and Emotional Health questions to address Department of Defense concerns regarding servicemen and women who should seek counseling to help them adjust from the combat environment into civilian life, but may be deterred by the perception of negative impact on their ability to obtain or maintain a security clearance;
- Updated list of Investigating Agencies on the questionnaire and on the Authorization for Release of Information;
- Expanded collection of information concerning Financial Record, to include debt to the Federal Government;
- New questions concerning Use of Information Technology Systems;
- Expanded collection of information concerning Associations Record; and,
- Revised Mental and Emotional Health Authorization for Release of Medical Information Pursuant to the Health Insurance Portability and Accountability Act (HIPAA).

The "Requesting OPM Personnel Investigations" document, INV 15 (formerly the IS-15), was also revised and will be distributed to agencies in advance of the SF 86 implementation. The INV 15 contains instructions for completing the Agency Use portion of the revised SF 86 and lists the forms and documents that must be submitted with requests for investigation. Specifically, there are options to agencies when completing Block K, Location of Official

Personnel Folder (OPF). One option is e-OPF, with a corresponding block for the entry of the Web address of the e-OPF. By indicating "e-OPF" in Block K, agencies are granting OPM-FISD online access to review the contents of the e-OPF if required during the background investigation. The e-OPF system will maintain a disclosure in that file indicating OPM-FISD's review. In addition, the official investigative record will also maintain an account of the results of the e-OPF item review.

Upon implementation, all previous versions of the SF 86 will be destroyed. Agencies using the e-QIP system will automatically be converted to the new form version. For the e-QIP requests and paper requests in process at the time of implementation, there will be a limited transition period when both versions will be accepted. The previous version of the SF 86 will not be accepted after January 1, 2009.

FISD is offering regional training on the revised SF 86 in August 2008. For additional information concerning the training or this notice, please contact our Agency Liaison Group at (703) 603-0442.

Kathy L. Dillaman
Associate Director
Federal Investigative Services Division

Inquiries: **OPM Federal Investigative Services Division, Agency Liaison Group**
Code: **736, Personnel Investigations**

Distribution: **SOIs/SONs**

Notice Expires: **When superseded by subsequent issuances**