

The National Background Investigation Services (NBIS) is the federal government's integrated IT system for comprehensive personnel vetting — from case initiation to initial vetting, adjudication, and continuous vetting.

# NBIS RELEASE 4.7

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## THE FUTURE OF PERSONNEL VETTING

The Defense Counterintelligence and Security Agency (DCSA) has successfully deployed Release 4.7 of NBIS. This deployment adds enhanced capabilities for subject management and case initiation. These features are part of an ongoing NBIS release rollout, ensuring that all functionalities receive appropriate user acceptance testing in a phased approach. The following features are part of NBIS Release 4.7:

### SUBJECT MANAGEMENT

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- **PIPS Notifications:** NBIS will automatically discontinue a case when an investigation is discontinued in PIPS. This will enable the initiating org to reinstate as needed.
- **“Awaiting Subject Revision” Cases Appear in Task Management:** Cases returned to the subject for correction with an “Awaiting Subject Revision” status will populate in Task Management. Once received from the subject, status will automatically be moved back to the Review phase and routed to the current assignee.
- **User Assignment Template Inheritance:** Users will have the ability to share or apply user assignment templates to sub-orgs within an organization. Sub-orgs can utilize all public templates from their parent orgs and templates configured in their own org. Sub-org users must have the role of “User Manager” to be able to select the user assignment templates.
- **Form Routing Inheritance:** Users will have the ability to inherit form routing workflows from the parent org. Sub-orgs can utilize configured items such as form routing, workflows, or assignments that the parent org created.
- **Order Form Template:** “Local Agency File Check” and “Fingerprint Detail” sections will be added to order form template.
- **Industry Organization Field Restrictions:** Additional restrictions applied for org fields if a user is not an Onboarding Manager or an Org Manager.
- **Form Validation Tool Enhancement:** Updated validation flags and validation tool permissions used in the IRA process, based on feedback from current users. Relaxed field validation rules to ensure acceptance include text case, date format, and date gap validation.

### CASE INITIATION

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- **Notifications Updates:** Allows users to have the ability to send a modified copy of one or both eApp subject initiation emails to a secondary address.
- **Additional Instructions to Applicant:** Enables Initiators to add text that will be included in the emails sent to subjects. On the “Routing Details” tab, there will be an added free text box titled “Additional Instructions to the Applicant.”

Further release details can be found on STEPP at <https://cdse.usalearning.gov/course/index.php?categoryid=308> and ServiceNow at [https://esd.dcsa.mil/now/nav/ui/classic/params/target/kb\\_view.do%3Fsys\\_kb\\_id%3D152c5a4c97d542d0aa857ad11153afc5](https://esd.dcsa.mil/now/nav/ui/classic/params/target/kb_view.do%3Fsys_kb_id%3D152c5a4c97d542d0aa857ad11153afc5). For questions, please contact the Agency Support/System Liaison Helpline at 878-274-1171 or the Customer Engagement Team at 878-274-1765.

### DEFENSE COUNTERINTELLIGENCE AND SECURITY AGENCY

Get the latest on NBIS at [www.dcsa.mil/Systems-Applications/National-Background-Investigation-Services-NBIS/](http://www.dcsa.mil/Systems-Applications/National-Background-Investigation-Services-NBIS/)

