



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Federal Investigative
Services

Federal Investigations Notice

Notice No. 12-01 – Corrected Copy

Date: November 23, 2011

SUBJECT: Guidance for Moving between OPM Investigative Products

The following is provided to assist agencies with requesting OPM investigative products when previously conducted investigations exist. It has been coordinated with the Security Executive Agent.

This guidance for moving between OPM investigative products does not address, or impact reinvestigation requirements. Initiate reinvestigations as appropriate.

Attached is a detailed supporting matrix to assist agencies in determining the appropriate level of OPM investigative product required when a previous investigation is present. The investigative levels detailed in the enclosure are based on existing regulations and standards that are themselves under revision. While it is fully expected that the regulations and standards revisions will result in future modifications to these investigative levels, the attached provides the first step forward in achieving alignment.

For questions relating to national security investigations, please contact the Security Executive Agent at SecEA@dni.gov. For questions relating to OPM's FY 2012 aligned investigative products, please contact the Federal Investigative Services, Agency Liaison at (724) 794-5612.

A handwritten signature in black ink, appearing to read "M. Miller", is positioned above the name Merton W. Miller.

Merton W. Miller
Associate Director
Federal Investigative Services

Inquiries:	OPM-FIS-Agency Liaison, (724) 794-5612
Code:	Parts 731 and 732, 5 CFR, EO 12968, ICD 704
Distribution:	SOIs/SONs
Notice Expires:	Until superseded
Attachment:	Guidance for Moving between OPM Investigative Products

Guidance for Moving between OPM Investigative Products

The investigative levels detailed in this attachment are based on existing regulations and standards that are themselves under revision. While it is fully expected that the regulations and standards revisions will result in future modifications to these investigative levels, the following provides the first step forward in achieving alignment.

If the individual was previously investigated at this level – based on this Standard Form (SF) questionnaire: ¹	And the individual now requires this level of investigation – based on this questionnaire: ²	Do the following to satisfy the Investigative Requirements: ³
BI on SF 86	SSBI on SF 86	Conduct an SSBI; use SF 86
BI (or PTSBI) on SF 85P	SSBI on SF 86	Conduct an SSBI; use SF 86
MBI (or LBI) on SF 86	SSBI on SF 86	Conduct an SSBI; use SF 86
MBI (or LBI) on SF 85P	SSBI on SF 86	Conduct an SSBI; use SF 86
NACLC/ANACI on SF 86	SSBI on SF 86	Conduct an SSBI; use SF 86
NACLC/ANACI on SF 85P	SSBI on SF 86	Conduct an SSBI; use SF 86
NACI on any form	SSBI on SF 86	Conduct an SSBI; use SF 86
BI on SF 86	MBI on SF 86	No action required; BI on the SF 86 will suffice
BI (or PTSBI) on SF 85P	MBI on SF 86	Collect a newly completed SF 86 and an authorized adjudicative agency will review it to determine if new issues are identified. NO further action is necessary IF <ul style="list-style-type: none"> • No new issues are identified, and • The initial BI (PTSBI) was completed 5 years ago or less, and • There has been no break in employment greater than 24 months. <i>If further action is necessary - Request a new MBI on the SF 86</i>
MBI (or LBI) on SF 86	MBI on SF 86	No action required; MBI or LBI on the SF 86 will suffice
MBI (or LBI) on SF 85P	MBI on SF 86	Collect a newly completed SF 86 and an authorized adjudicative agency will review it to determine if new issues are identified. NO further action is necessary IF <ul style="list-style-type: none"> • No new issues are identified, and • The initial MBI (LBI) was completed 5 years ago or less, and • There has been no break in employment greater than 24 months. <i>If further action is necessary - Request a new MBI on the SF 86</i>
NACLC/ANACI on SF 86	MBI on SF 86	Conduct MBI; use SF 86
NACI on any form	MBI on SF 86	Conduct MBI; use SF 86
BI on SF 86	NACLC/ANACI on SF 86	No action required; the BI on the SF 86 will suffice
BI (or PTSBI) on SF 85P	NACLC/ANACI on SF 86	Collect a newly completed SF 86 and an authorized adjudicative agency will review it to determine if new issues are identified. NO further action is necessary IF <ul style="list-style-type: none"> • No new issues are identified, and • The initial BI (PTSBI) was completed 5 years ago or less, and • There has been no break in employment greater than 24 months. <i>If further action is necessary - Request a new NACLC/ANACI on the SF 86</i>
MBI (or LBI) on SF 86	NACLC/ANACI on SF 86	No action required; MBI on LBI on the SF 86 will suffice

If the individual was previously investigated at this level – based on this Standard Form (SF) questionnaire:¹	And the individual now requires this level of investigation – based on this questionnaire:²	Do the following to satisfy the Investigative Requirements:³
MBI (or LBI) on SF 85P	NACLC/ANACI on SF 86	Collect a newly completed SF 86 and an authorized adjudicative agency will review it to determine if new issues are identified. NO further action is necessary IF <ul style="list-style-type: none"> • No new issues are identified, and • The initial MBI (LBI) was completed 5 years ago or less, and • There has been no break in employment greater than 24 months. <i>If further action is necessary - Request a new NACLC/ANACI on the SF 86</i>
NACLC/ANACI on SF 86	NACLC/ANACI on SF 86	No action required; NACLC/ANACI on the SF 86 will suffice
NACLC/ANACI on SF 85P	NACLC/ANACI on SF 86	Collect a newly completed SF 86 and an authorized adjudicative agency will review it to determine if new issues are identified. NO further action is necessary IF <ul style="list-style-type: none"> • No new issues, and • The initial NACLC/ANACI was completed 5 years ago or less, and • There has been no break in employment greater than 24 months. <i>If further action is necessary - Request a new NACLC/ANACI on the SF 86</i>
NACI on any form	NACLC/ANACI on SF 86	Conduct a new NACLC/ANACI; use SF 86
BI on SF 86	BI on SF 85P	No action required; BI on the SF 86 will suffice
BI (or PTSBI) on SF 85P	BI on SF 85P	No action required; BI (or PTSBI) on the SF 85P will suffice
MBI (or LBI) on SF 86	BI on SF 85P	Conduct BI; use SF 85P
MBI (or LBI) on SF 85P	BI on SF 85P	Conduct BI; use SF 85P
NACLC/ANACI on SF 86	BI on SF 85P	Conduct BI; use SF 85P
NACLC/ANACI on SF 85P	BI on SF 85P	Conduct BI; use SF 85P
NACI on any form	BI on SF 85P	Conduct BI; use SF 85P
BI on SF 86	MBI on SF 85P	No action required; the BI on the SF 86 will suffice
BI (or PTSBI) on SF 85P	MBI on SF 85P	No action required; the BI on the SF 85P will suffice
MBI (or LBI) on SF 86	MBI on SF 85P	No action required; the MBI on the SF 86 will suffice
MBI (or LBI) on SF 85P	MBI on SF 85P	No action required; the MBI on the SF 85P will suffice
NACLC/ANACI on any form	MBI on SF 85P	Conduct MBI; use SF 85P
NACI on any form	MBI on SF 85P	Conduct MBI; use SF 85P
Any of the above investigations on any Standard Form	NACI on SF 85	No action required; the previous investigation will usually suffice (NACLC exception explained below ⁴)

¹ Presumes the investigation did not result in an unfavorable adjudication (disapproval or revocation).

² In all cases, a new investigation will be required if:

- A break in access to an equivalent level of classified information or employment of 24 months or more exists;
- Un-adjudicated issue information is present; or
- An exception (condition, deviation, or waiver) is present.

³ In any case where no additional investigation is required, the investigative work may be used reciprocally for suitability/fitness purposes; however, agencies are not required to reciprocally accept a prior favorable suitability or fitness adjudication if the prior investigative record contains issues that the agency determines are incompatible with the core duties of the new position.

⁴ Employment Suitability adjudications require character and conduct information not collected in the NACLC investigation; therefore when the NACLC is the previous investigation, and the person is seeking a competitive service position which requires a NACI for a suitability determination, a NACI must be requested to provide all required information.