Background Investigations Process

Candidate Prepares to Complete Questionnaire (SF-86 or SF-85P)

- Candidate reviews the SF-86 or SF-85P on OPM website
- Candidate gathers required information
- Candidate works with agency security office to complete the form in e-QIP system.

Agency Requests Candidate to Submit Questionnaire

- Sponsoring agency receives completed security forms in eQIP from candidate
- Candidate is fingerprinted
- Sponsoring agency reviews security forms and releases to ISP for processing

Investigative Service Provider Conducts Background Investigation

- An investigative service provider (e.g., DCSA, FBI, State Department) reviews the candidate's security forms
- ISP contacts candidate to conduct interview
- ISP interviews candidate's references and gathers information from a wide variety of sources
- ISP sends background investigation record to candidate's sponsoring agency

Sponsoring Agency Adjudicates and Grants Clearance

- Sponsoring agency makes suitability and security clearance determination
- Candidate is notified of adjudication decision

Sources: Defense Counterintelligence and Security Agency and U.S. Department of Justice

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