

# Federal Pre-Screening Process versus Contract Company Pre-Screening Methods (continued)

## **Why Federal Pre-screening and Background Investigations are Required**

The U.S. Government conducts pre-screening and background investigations to determine if applicants or employees meet the suitability/ fitness requirements for employment, or are eligible for access to Federal facilities, automated systems, or classified information. Investigations and favorable determinations are also a requirement for being issued a credential (PIV Badge) or access to classified information. All persons must be properly investigated and favorably adjudicated to hold a position as a Federal employee, consultant, volunteer, contractor personnel or military personnel.

The federal background investigation must be completed by an authorized Investigation Service Provider and therefore cannot be substituted by any other process administered by the contract company. OPM/NBIB is the authorized Investigation Service Provider for NIH. While contracting companies are encouraged to conduct their own screening check as part of their hiring process, NIH must still rely on the results of the federal prescreening and background investigation to make a final determination on the individual's suitability or fitness for employment.

## **Background Investigation Determined by Risk and Sensitivity Associated with Position Responsibilities**

The tier or level of background investigation required is dependent on the level of risk and sensitivity associated with the responsibilities of the position. Each position within the federal government has an assigned level of risk and sensitivity that determines the type of background investigation that is required. The Office of Personnel Management's *Position Designation Tool* is used to determine the level of risk and sensitivity associated with positions within the federal government (to include federal contractor positions).

## **Access to NIH Facilities and Networks Contingent on Favorable Investigations and Determinations**

DPSAC will not issue a PIV/RLA badge to contract/federal staff who do not complete the required pre-screening process and background investigation. If the results of the pre-screening review or background investigation are unfavorable, and the individual is found unsuitable or unfit for their position, DPSAC will not issue the PIV/RLA badge to the individual. In these instances, DPSAC will notify the IC Program Office that the contractor is ineligible for a badge or unsuitable/unfit for employment at NIH.

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