

## **New Mandatory Form for Individuals in Moderate Risk Public Trust Positions**

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As part of the mandatory background investigation, individuals at NIH in Moderate Risk Public Trust positions are now required to fill out an additional form, per a directive issued by the Office of Personnel Management (OPM) National Background Investigations Bureau (NBIB).

The new form, titled "Additional Questions for Moderate Risk Positions", is a supplement to the Standard Form 85P, Questionnaire for Public Trust Positions.

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This is an interim method for collecting these additional questions which were approved by the Office of Management and Budget (OMB) but have not yet been implemented into NBIB automated systems (i.e. the Electronic Questionnaires for Investigations Processing, also known as "e-QIP").

Beginning in March 2018, DPSAC will start requiring the NBIB form to be submitted for all individuals in Moderate Risk Public Trust Positions that require a background investigation. This form will be used until NBIB has integrated the changes directly into e-QIP (projected for spring of 2019).

DPSAC representatives state that AOs and their public trust applicants will start seeing these supplemental forms soon.

According to DPSAC representatives, the supplemental form consists of approximately 32 'Yes' or 'No' questions and the time required to complete the supplemental questionnaire will be nominal. DPSAC wants to emphasize that individuals should exercise the same standards and care in completing this supplemental form as they would when completing the online SF 85P.

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