



United States  
Office of  
Personnel Management

Washington, DC 20415

**Federal Investigations Notice**

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Notice No. 06-08

Date: September 11, 2006

**Subject: Investigations Reimbursable Billing Rates for FY 2007**

The attached schedules of Initial and Discontinued billing rates will be effective for OPM's reimbursable investigative services beginning October 1, 2006. The rates reflect the adjusted costs for contractor fees, product and process enhancements, and overall operating expenses.

Please note that we have been working with representatives from agencies that require national security investigations to standardize the coverage and content of the NACLIC and ANACI products addressed in Executive Order 12968. This is consistent with the requirements of the Intelligence Reform and Terrorism Prevention Act of 2004, and facilitates security clearance reciprocity. The standardization of the coverage is detailed in OPM's Federal Investigations Notice 06-07 and has been factored into the FY 2007 prices.

Additionally, we have added the Public Trust Special Background Investigation (PTSBI) available by request on the SF 85P for agencies desiring a higher level of investigation on certain high-risk public trust positions. Continue to code the request as a case type 30 from the SF 85P and OPM will convert it to the case type of 35 at scheduling.

We will continue to offer numerous special investigative services which are described and priced in Federal Investigations Notice 06-09 titled "OPM Special Agreement Price Schedule". These services are used to obtain single or multiple record checks for use in pre-screening candidates as well as other agency purposes. For those specialized products where you receive pricing under a separate cover letter, you can expect to receive the pricing information for those products shortly.

For additional information concerning these services or additional investigative coverage, contact the Agency Liaison Group at (202) 606-1042 or the Agency Support Group at (724) 794-5612.

Kathy L. Dillaman  
Associate Director  
Federal Investigative Services Division

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**Inquiries:** OPM-FISD, Agency Liaison Group, (202) 606-1042  
OPM-FISD, Agency Support Group, (724) 794-5612

**Code:** 736, Investigations

**Distribution:** SOI's/SON's

**Notice Expires:** September 30, 2007

## OPM INVESTIGATIONS BILLING RATES - FY 2007

### NAC/NACI/CNACI INVESTIGATIONS

NAC/NACI/CNACI INVESTIGATIONS	Case Type/Service Code	Price
<i>NAC National Agency Check</i>	<b>06A</b>	<b>\$83</b>
<i>NACI National A Agency Check and Inquiries</i>	<b>02B</b>	<b>\$100</b>
<i>NACI Child Care National Agency Check and Inquiries</i> The CNACI is case type "02" with a position code of "H" on the SF 86 and SF 85P or extra coverage code "8 " on the SF 85 . The base price for the CNACI is \$100, plus \$5 processing fee for each State Criminal History Repository search conducted and the additional user fee charged by each state, if any.	<b>02B</b>	<b>\$100</b>

**Additional Coverage Available:** Additional coverage on the NAC/NACI/CNACI products may be requested by indicating the requirement in the "Extra Coverage" block of the "Agency Use" portion of the Standard Form. When the coverage element(s) include additional user fees and/or contractor costs, any additional cost listed below will be added to the base case price.

Coverage Not Included in the Basic Investigation Unless Indicated	Extra Coverage Code	Price
<b>Credit Search:</b> A search of all three major credit bureaus concerning financial responsibility. <i>Per special agreement, all DoD NACI investigations include a Credit Search. Consequently, coding in the "Extra Coverage" block for this item is not required for DoD submitting offices.</i>	<b>2</b>	<b>\$10</b>
<b>Bureau of Vital Statistics (BVS):</b> Confirmation of birth record on file at listed State of Birth.	<b>L</b>	<b>\$21</b>
<b>Citizenship and Immigration Services (CIS) Check</b> (Formerly INS): To confirm legal residency or naturalization status of subject. Note - For the NACI investigation, if the subject is not a U.S. citizen and does not indicate birth abroad of a citizen of the U.S., a CIS search will automatically be conducted; otherwise, an extra coverage code is necessary.	<b>H</b>	<b>No Charge</b>
<b>Citizenship and Immigration Services Check of Spouse or Cohabitant</b> (Formerly INS): To confirm legal residency or naturalization status of <b>Spouse or Cohabitant</b> . Note -This coverage is only available on NAC investigations that support delegated (letter i) agency conducted SSBI's for access to Top Secret or SCI.	<b>I (letter i)</b>	<b>No Charge</b>
<b>Central Intelligence Agency (CIA) Security Search:</b> This is a search of the CIA Security Files to confirm the existence of an investigation by the CIA.	<b>F</b>	<b>No Charge</b>
<b>Central Intelligence Agency (CIA) Search on Spouse or Cohabitant:</b> This is a search of the CIA Security Files to confirm the existence of an investigation conducted by CIA on the Spouse or Cohabitant. Note - This coverage is only available on NAC investigations that support delegated agency conducted SSBI's for access to Top Secret or SCI.	<b>G</b>	<b>No Charge</b>
<b>Spouse and/or Cohabitant FBI Name Searches :</b> For NAC investigations used to support delegated agency conducted SSBI's for access to Top Secret or SCI, a search of the fingerprint (FP) name and FBI investigative files will be conducted . These searches are automatically scheduled based on the access level of the case.		<b>FP Name (SFPN) \$5 FBI Investigative (SFBN Files \$7</b>

Base case prices account for agency conducted FBI fingerprint and name searches and for reinvestigations where the previous investigation contained the fingerprint classification. For investigations where an agreement exists with OPM to provide expanded file screening, a surcharge of \$6 will be applied.

## NACLC/ANACI/MBI Investigations

NACLC/ANACI INVESTIGATIONS	CASE TYPE CODE	CASE SERVICE CODE	
		Priority Handling Code A	Standard Service Code B
<i>NACLC National Agency Check with Law and Credit</i>	<b>08</b>	<b>\$240</b>	<b>\$192</b>
<i>ANACI Access National Agency Check and Inquiries</i>	<b>09</b>	<b>\$260</b>	<b>\$220</b>
<i>MBI Minimum Background Investigations</i>	<b>15</b>	<b>\$600</b>	<b>\$525</b>

For standard service requests on these case types, the local law enforcement coverage is first attempted by written inquiry with record searches conducted at non-responsive or admitted arrest locations. If you want all local law coverage scheduled as expedited record searches conducted by field staff, without attempting coverage by inquiry, you may request Priority Service code "A". *Note* - Service Code A relates to the manner in which the local law coverage is obtained, not the estimated case completion time. Overall timeliness for these investigations is heavily dependent on the responsiveness of national, state, and local record providers.

**Additional Coverage Available:** Additional coverage on the NACLC/ANACI and MBI products may be requested by indicating the requirement in the "Extra Coverage" block of the "Agency Use" portion of the Standard Form. When the coverage element(s) include additional user fees and/or contractor costs, any additional cost listed below will be added to the base case price.

Coverage Not Included in the Basic Investigation Unless Indicated	Extra Coverage Code	Price
<b>Bureau of Vital Statistics (BVS):</b> Confirmation of birth record on file at listed State of Birth	<b>L</b>	<b>\$21</b>
<b>Bar Association License Checks:</b> This check is <i>only</i> available for the NACL and ANACI case types.	<b>Q</b>	<b>\$10</b>
<b>Citizenship and Immigration Services (CIS) Check (Formerly INS):</b> To confirm legal residency or naturalization status of subject. Please note that for the ANAC I investigation, if the subject is not a U.S. citizen and does not indicate birth abroad of a citizen of the U.S., a CIS search will automatically be conducted; otherwise, an extra coverage code is necessary.	<b>H</b>	<b>No Charge</b>
<b>Citizenship and Immigration Services Check of Spouse or Cohabitant (Formerly INS):</b> To confirm legal residency or naturalization status of Spouse or Cohabitant. <i>Note</i> - This coverage is only available on NACLC investigations that support delegated agency conducted SSBI's for access to Top Secret or SCI.	<b>I (letter i)</b>	<b>No Charge</b>
<b>Central Intelligence Agency (CIA) Search:</b> Search of CIA Files to confirm the existence of an investigation conducted by the CIA	<b>F</b>	<b>No Charge</b>
<b>Central Intelligence Agency (CIA) Search on Spouse or Cohabitant:</b> This is a search of the CIA Security Files to confirm the existence of an investigation conducted by CIA on the Spouse or Cohabitant. <i>Note</i> - This coverage is only available on NACLC investigations that support delegated agency conducted SSBI's for access to Top Secret or SCI.	<b>G</b>	<b>No Charge</b>
<b>Spouse and/or Cohabitant FBI Name Searches:</b> For NACLC investigations used to support delegated agency conducted SSBI's for access to Top Secret or SCI, a search of the fingerprint (FP) name and FBI investigative files will be conducted. These searches are automatically scheduled based on the access level of the case.		<b>FP Name (SFPN) \$5 FBI Investigative Files (SFBN) \$7</b>
<b>Special Interviews (SPIN):</b> Additional charges are applied to the investigation when the agency requests a special interview be conducted with the subject. The SPIN gives the subject an opportunity to refute and explain developed information and to offer new information they choose to provide. Agencies may request the SPIN on a case-by-case basis or under a blanket agreement for all investigations.		<b>\$440</b>

Base case prices account for agency conducted FBI fingerprint and name searches and for reinvestigations where the previous investigation contained the fingerprint classification. For investigations where an agreement exists with OPM to provide expanded file screening, a surcharge of \$6 will be applied.

## Other Background Investigations

BACKGROUND INVESTIGATIONS INVOLVING PERSONAL AND/OR RECORD SOURCES		CASE TYPE CODE	CASE SERVICE CODE	
			Priority Handling Code A	Standard Service Code C
<b>PRI</b>	<i>Periodic Reinvestigation</i>	<b>11</b>	<b>\$625</b>	<b>\$550</b>
<b>PRIR</b>	<i>Periodic Reinvestigation and Residence Coverage</i>	<b>12</b>	<b>\$1,470</b>	<b>\$1,255</b>
<b>SSBI-PR</b>	<i>Periodic Reinvestigation for SSBI</i>	<b>18</b>	<b>\$2,625</b>	<b>\$2,400</b>
<b>PPR</b>	<i>Phased Periodic Reinvestigation (Basic case)</i>	<b>19</b>	<b>\$2,000</b>	<b>\$1,775</b>
<b>PPR</b>	<i>Upgraded Phased PR Basic to Full Scope (Price added to Phased PR Basic)</i>	<b>19</b>	<b>\$1,275</b>	<b>\$1,125</b>
<b>LBI</b>	<i>Limited Background Investigation</i>	<b>20</b>	<b>\$2,725</b>	<b>\$2,350</b>
<b>LDI</b>	<i>Update of previous LBI completed: 13 to 36 months</i>	<b>21</b>	<b>\$1,950</b>	<b>\$1,675</b>
<b>BI</b>	<i>Background Investigation</i>	<b>25</b>	<b>\$3,350</b>	<b>\$2,825</b>
<b>BGI</b>	<i>Upgrade to BI from LBI completed: 0 to 36 months</i>	<b>37</b>	<b>\$1,525</b>	<b>\$1,400</b>
<b>BDI</b>	<i>Update of previous BI completed: 13 to 36 months</i>	<b>26</b>	<b>\$1,950</b>	<b>\$1,600</b>
<b>PTSBI</b>	<i>Public Trust Special Background Investigation</i>	<b>30</b>	<b>\$3,625</b>	<b>\$3,200</b>
<b>SSBI</b>	<i>Single Scope Background Investigation</i>	<b>30</b>	<b>\$3,900</b>	<b>\$3,550</b>
<b>SGI</b>	<i>Upgrade to SSBI from BI completed: 0 to 36 months</i>	<b>38</b>	<b>\$2,075</b>	<b>\$1,775</b>
	<i>37 to 60 months</i>	<b>34</b>	<b>\$3,460</b>	<b>\$2,975</b>
<b>SDI</b>	<i>Update of previous SSBI completed 13 to 36 months</i>	<b>31</b>	<b>\$2,100</b>	<b>\$1,825</b>

**Additional Coverage Available:** Additional coverage on the products listed above may be requested by indicating the requirement in the "Extra Coverage" block of the "Agency Use" portion of the Standard Form. When the coverage element(s) include additional user fees and/or contractor costs, any additional cost listed below will be added to the base case price.

Coverage Not Included in the Basic Investigation Listed Above Unless Indicated	Extra Coverage Code	Price
<b>Bureau of Vital Statistics (BVS):</b> Confirmation of birth record on file at listed State of Birth. The cost of the BVS record is incorporated into the case pricing for the products listed above.	<b>L</b>	<b>No Charge</b>
<b>Bar Association License Checks:</b> This check is only available for the SSBI-PR, PTSBI, and SSBI case types.	<b>Q</b>	<b>\$10</b>
<b>Citizenship and Immigration Services (CIS) Check (Formerly INS):</b> To confirm legal residency or naturalization status of subject. Note -This search is automatically scheduled for foreign born subjects as part of an investigation requested for Top Secret or SCI access. Also please note, if the subject is not a U.S. citizen and does not indicate birth abroad of a citizen of the U.S., a CIS search will automatically be conducted. It is optional, by agency request, when the subject claimed to be a naturalized citizen.	<b>H</b>	<b>No Charge</b>
<b>Citizenship and Immigration Services Check on Spouse or Cohabitant (Formerly INS):</b> To confirm legal residency or naturalization status of Spouse or Cohabitant. <i>Note - This coverage is only available on investigations for access to Top Secret or SCI.</i>	<b>I</b> <i>(letter i)</i>	<b>No Charge</b>

Coverage Not Included in the Basic Investigation Listed Above Unless Indicated	Extra Coverage Code	Price
<b>Central Intelligence Agency (CIA) Search:</b> This is a check of the CIA files to confirm the existence of an investigation conducted by CIA.	<b>F</b>	<b>No Charge</b>
<b>Central Intelligence Agency (CIA) Search on Spouse or Cohabitant:</b> This is a search of the CIA files on the Subject of Investigation's Spouse or Cohabitant to confirm the existence of an investigation conducted by CIA. Note- This coverage is only available for investigations for access to Top Secret or SCI.	<b>G</b>	<b>No Charge</b>
<b>Official Personnel Folder (OPF):</b> This search is scheduled automatically for the SSBI - PR, PTSBI, and the SSBI; it is scheduled automatically for the LBI and BI when the location of the OPF is at NPRC; all other case types must indicate the extra coverage code of "T".	<b>T</b>	<b>No Charge</b>
<b>Security File:</b> This is a check of the agency security folder. This search is automatically scheduled for the LBI, B1, SSBI, and PTSBI; all other case types must indicate the extra coverage code of "V".	<b>V</b>	<b>No Charge</b>
<b>Special Factors:</b> Following is a list of special factors that may be requested for positions requiring attributes that need addressed in the personal interview. These include:		
Overseas Attributes	<b>1</b>	<b>No Charge</b>
Managerial and Supervisory Attributes	<b>4</b>	<b>No Charge</b>
Public Contact Attributes	<b>4</b>	<b>No Charge</b>
Law Enforcement Attributes	<b>6</b>	<b>No Charge</b>
<b>Special Interviews (SPIN):</b> Additional charges are applied to the investigation when the agency requests a special interview be conducted with the subject. The SPIN gives the subject an opportunity to refute and explain developed information and to offer new information they choose to provide. Agencies may request the SPIN on a case-by-case basis or under a blanket agreement for all investigations.		<b>\$440</b>

## ADDITIONAL SERVICES

Following is a description of additional services and/or coverage that you may want to request with any of the products described in billing FIN 06-08. There is no additional charge for these services.

Item	Code
<p><b>Advance Fingerprint Results:</b> To request advanced fingerprint results with a Standard Form 85, 85P, or 86, indicate the letter "R" in the "Codes" block of the Agency Use section in either hardcopy submissions or electronic submissions via e-QIP (see figures 1-1 and 1-2). This code will provide for priority processing of your request and will trigger an Advanced Fingerprint Report to be generated the day after completion of the criminal history check.</p>	<p><b>"R" in Codes Block, see examples below</b></p>
<p><b>Advance National Agency Check (NAC):</b> To request an Advance NAC, indicate the number "3" in the "Extra Coverage" block of the Agency Use section. This will provide you with advance results via an itemized list of the basic NAC item results immediately upon completion of those items. Please note, no reports are furnished with this Advance Notice.</p>	<p><b>"3" in Extra Coverage Block</b></p>

### Hard Copy Standard Form 86 Submissions:

Standard Form 86 (EG)  
Revised September 1995  
U.S. Office of Personnel Management  
5 CFR Parts 731, 732, and 736

**QUESTIONNAIRE FOR NATIONAL SECURITY POSITIONS**

Form approved:  
OMB No. 3206-0007  
NSN 7540-00-034-4036  
86-111

**Part 1** Investigating Agency Use Only Codes **R** Case Number

*Agency Use Only (Complete items A through P using instructions provided by the Investigating agency).*

A Type of Investigation	B Extra Coverage	C Sensitivity Level	D Access	E Nature of Action Code	F Date of Action
G Geographic Location		H Position Code	I Position Title		

Fig. 1- 1

### e-QIP Submissions:

Edit Agency Use Block Information

If applicable, provide the appropriate Agency Use Block information below and click the 'Submit' button.

Agency Use Block for OPM CISIS (D:1) / Form SF86 [1995-09]

FPC Codes

Codes: **R**

A) Type of Investigation

Case Type: [ ]

Service: [ ]

B) Extra Coverage

Codes: [ ]

Fig. 1- 2

## Investigations Discontinued Billing Rates - FY 2007

### INVESTIGATIONS DISCONTINUED PRIOR TO COMPLETION BILLING RATES EFFECTIVE OCTOBER 1, 2006

Discontinued from Scheduled Date

FC – Full Charge

Case type	Case Type Code	Case Cost	0-5 days	6-15 days	16-30 days	Over 30 days
NAC/NACI	06/02	Varied	FC	FC	FC	FC
NACLC Priority	08A	\$240	\$	\$	FC	FC
NACLC Standard	08B	\$192	\$	\$	\$	FC
ANACI Priority	09A	\$260	\$	\$	FC	FC
ANACI Standard	09B	\$220	\$	\$	\$	FC
PRI Priority	11A	\$625	\$	FC	FC	FC
PRI Standard	11C	\$550	\$	\$	FC	FC
PRIR Priority	12A	\$1,470	\$	\$	FC	FC
PRIR Standard	12C	\$1,255	\$	\$	\$	FC
SSBI-PR Priority	18A	\$2,625	\$	\$	FC	FC
SSBI-PR Standard	18C	\$2,400	\$	\$	\$	FC
Phased PR (basic) Priority	19A	\$2,000	\$	\$	FC	FC
Phased PR (basic) Standard	19C	\$1,775	\$	\$	\$	FC
Phased PR (full) Priority*	19A	\$1,275	\$	\$	FC	FC
Phased PR (full) Standard*	19C	\$1,125	\$	\$	\$	FC
MBI Priority	15A	\$600	\$	\$	FC	FC
MBI Standard	15C	\$525	\$	\$	FC	FC
LBI Priority	20A	\$2,725	\$	\$	FC	FC
LBI Standard	20C	\$2,350	\$	\$	\$	FC
BI Priority	25A	\$2,350	\$	\$	FC	FC
BI Standard	25C	\$2,825	\$	\$	\$	FC
PTSBI Priority	30A	\$3,625	\$	\$	FC	FC
PTSBI Standard	30C	\$3,200	\$	\$	\$	FC
SSBI Priority	30A	\$3,900	\$	\$	FC	FC
SSBI Standard	30C	\$3,550	\$	\$	\$	FC

\* Price added to Phased PR Basic price.

**Note:** Rates for discontinued Update and Upgrade investigations are based on the same percentage of total case costs as those prices shown in this table.

If a scheduled investigation is discontinued and subsequently the same level of investigation is reopened by the same agency within four (4) months from the discontinuation date, the rate charged for the reopened investigation will be adjusted by the amount previously charged. To request a reopen of a previously discontinued case, send the discontinued notice or attach a cover letter from your agency asking for a reopen, along with the case papers, and mail the package to OPM-FISD. Similarly, if a pending investigation needs to have a case type/service change, contact OPM-FISD. Simply submitting the case papers to initiate a reopen or to change case type/service may result in two cases running at the same time and your agency may be billed for both products.