

JPAS Reference Tool for RELEASE 3.2

JPAS Release 3.2 added the Applicant Affiliation, the IPAC, and the Investigation Requirement fields to the already existing **Agency Use Block (AUB)** FIPC and Extra Coverage/Advance Results fields.

This reference tool provides a description and options for completing each field.

FIPC

A FIPC indicates special processing needs for a particular request. These codes are selected from a drop-down list in the block marked Codes. Up to five FIPC can be entered.

CODE	DESCRIPTION
1	FP completed - FIPC submission
2	FBI Name Check - FAV
7	FP not required
8	Advance verbal report
9	FP - No arrest FBI submission
A	FP completed - UNF
B	FBI name ck - UNF
DS	DSS investigations
H	FP completed - No arrest
I	FP electronically transmitted
J	FP cards mailed
R	Advance FP
X	SF-87 FP to FBI
Y	FD-258
Z	No FP to FBI

Applicant Affiliation

These options are selected from a drop-down list in the block marked Applicant Affiliation.

Affiliation
Contractor
Federal Civilian Employee
Military
Other

IPAC

Intra-Governmental Payment & Collection (IPAC) - Formerly Online Payment & Collection - Agency Locator Code (OPAC-ALC).

The IPAC code identifies the agency and is used for electronic billing and collections in the IPAC billing system. Enter the code you previously entered as the OPAC-ALC. If you do not know the IPAC number, contact FIPC at 724-794-5612.

EXTRA COVERAGE / ADVANCE RESULTS

Agencies must request extra coverage when additional information is needed to help determine a person's qualifications, suitability, or eligibility for a particular position. Up to eight Extra Coverage / Advance Results codes can be entered. The coverage must be approved by OPM-FISD for general or specific use.

These actions are authorized by special agreement, but are conducted automatically when needed:

CODE	DESCRIPTION
1	Overseas - OCONUS
3	Advance NAC
4	Mgmt/Suprvr Position
5	Public Contact
6	Law Enforcement Checks
A	Investigator Position
B	Astronaut Position
C	White House Fellow Position
D	President's Commission on Executive Exchange Position
F	Auto Schedule CIAS/CAIO Item
G	Automated Scheduling of SCIS (Spouse NAC to CIAS) and/or SCIO
H	Auto Schedule INS Item
I	Automated Scheduling of SINS (Spouse Immigration and Naturalization Search)
K	Auto Schedule STSC Item
L	Auto Schedule BVS Item
M	Auto Schedule PERI Item
N	Pre-appointment inquiry/investigation
Q	Bar Association
R	Reinvestigation exceeds PRI
Z	Criminal Justice Position - This identifies a Criminal Justice Position that is exempt from the FBI user fees

Investigative Requirement

These options are selected from a drop-down list on the Determine Investigation Scope screen.

Investigative Requirement
Initial (If the investigation request is an initial investigation)
Reinvestigation (If the investigation request is a reinvestigation)

Defense Security Service
Call Center: (888) 282-7682



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