

Introduction to Rap Back

A Continuous Vetting Product

DEFENSE COUNTERINTELLIGENCE AND SECURITY AGENCY



Customer & Stakeholder
Engagements

5/17/2022

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Agenda



- Overview
 - DCSA CV Overview
 - Advantages of CV via DCSA
- Rap Back
 - Prerequisites and Requirements for Subscribing into Rap Back
 - Enrolling Subjects
 - CE Results
 - Viewing the Rap Sheet
 - CE Adjudication
 - CVS Batch File Submission Procedures
 - Rap Back Continuous Vetting (CV) Flat File Layout
 - Assistance

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Continuous Vetting (CV) Overview

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CE vs CV



- CE-Continuous Evaluation-Process used to mitigate risk between PR's. It includes 7 automated record checks per the SecEA.
- CV-Continuous Vetting-Process used to ultimately replace PR's and CE. Currently there are two transitional states of TW 1.25 and TW 1.5. TW 2.0 will be the final product. CV includes three things: automated record checks, time or event-driven investigative activity and agency-specified information.

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- The enterprise is moving towards CV for both national security and public trust population.
- For national security population, the enterprise has been given a target to get 100% of their population into a minimum of TW 1.25 by 30SEPT2021. When enrolled in a compliant TW 1.25 continuous vetting capability, those enrolled will no longer be subject to a PR. Upgrades to a TW 1.5 solution is required by 30SEPT2022. PR's and CE are going away and CV is the wave of the future.
- The public trust population has not been given a target date but has been notified of the upcoming changes.

Policy Background



- Executive Order 13467 –
 - Continuous Vetting applies to any individual in a covered position.
- 15 JAN 2021: Joint OPM/ODNI Memo –
 - Rap Back is one of the services that can be used to be compliant with Trusted Workforce 1.5.

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- In of June 2018, the Defense Counterintelligence and Security Agency's (DCSA's) predecessor, the National Background Investigations Bureau (NBIB), began to offer subscriptions to the Federal Bureau of Investigation's Next Generation Identification (NGI) Rap Back program, which provides a continuous vetting model and an ongoing ability to gather real-time information about an individual's behavior.
- Rap Back supports CV efforts as defined in Executive Order (E.O.) 13467, as amended, and Trusted Workforce 1.5.
- Additional CE guidelines can be found in the following documents:
 - 2012 Federal Investigative Standards
 - Title 5, United States Code, Part 11001
 - ODNI Memo: ES 2016-00828, "Continuous Evaluation Phased Implementation and Options for Automated Record Checks"; 22 December 2016
 - Security Executive Agent Directive (SEAD) 6, "Continuous Evaluation"; 12 January 2018
 - Joint OPM and ODNI Memo, "Transforming Workforce Vetting: Measures to Reduce the Federal Government's Background Investigation Inventory in Fiscal Year 2018"; 5 June 2018
 - Joint OPM and ODNI Memo, "Transforming Workforce Vetting: Measures to Expedite Reform and Further Reduce the Federal Government's Background Investigation Inventory"; 3 February 2020
 - Joint OPM and ODNI Memo, "Transforming Workforce Vetting: Continuous Vetting and Other Measures to Expedite Reform and Transition to Trusted Workforce 2.0," 15 January 2021

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DCSA CV Product Overview



- Continuous Evaluation Special Agreement Check (SAC)
 - Snapshot in time of credit, criminal history and Suitability and Security Index (SII)
- FBI's Next Generation Identification (NGI) Rap Back program
 - Real time notification of changes in criminal history and civil records.

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- National Background Investigations Bureau (NBIB), the Defense Counterintelligence and Security Agency's (DCSA's) predecessor, began to offer the Periodic Assessment (PA) Special Agreement Check (SAC) in August of 2010. This is now known as the Continuous Evaluation (CE) SAC. The CE SAC collects information from certain repositories in order to create a snapshot in time of an individual's credit worthiness, criminal history, and OPM's Suitability and Security Index (SII). For more information concerning the CE SAC please see Federal Investigations Notice 17-03, *Continuous Evaluation Special Agreement Check*. In **June of 2018, NBIB began to offer subscriptions to the Federal Bureau of Investigation's Next Generation Identification (NGI) Rap Back program**, which provides a continuous vetting model and an ongoing ability to gather real-time information about an individual's behavior.
- When an agency enrolls (subscribes) an individual in Rap Back, the FBI's Rap Back program uses a set of classifiable fingerprints provided by the subscribing agency and continuously compares those fingerprints with new criminal history and civil records, provided to the FBI by State Identification Bureaus (SIBs). If the FBI receives information on the enrolled individual, the FBI provides DCSA with the rap sheet. DCSA then immediately notifies the subscribed agency(ies) via email, while also making the new Identity History Summary (IdHS) immediately available within the CVS to the subscribed agency(ies).
- The agency is responsible for the protection of the data as contained in FBI guidelines.
- As of June 2018, the CE product does not include issue expansion or resolution. If agencies are not able to resolve issues present in a product result (in accordance with the requirements of the Expandable Focused Investigation Model of the Federal Investigative Standards) and would like to request additional investigative work, Reimbursable Suitability/Security Investigations (RSI) are available for order from DCSA.

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Advantages of CV via DCSA



- DCSA offers Rap Back
- Handles Privacy Act requests related to CV information.
- Supports Reciprocity
 - Storage of CV files for file request purposes
 - Provides a place to record CE adjudications
 - Supports ability to defer submission of reinvestigations if standard form has no issues and subject is enrolled in CE

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1. DCSA will provide Privacy Act request services for future Rap Back products that may come through this subscription process.
2. Use of DCSA for this product automatically means that record of the CV hit and associated adjudication will be present in an authorized system for Government-wide reciprocity of investigations and adjudications.
3. The Rap Back product can help support and agency's reinvestigation deferral process, set forth in the "Transforming Workforce Vetting: Measures to Reduce the Federal Government's Background Investigation Inventory in Fiscal Year 2018".

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Rap Back

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Prerequisites for Rap Back



- Executed MOU
- Provide DCSA with SOI structure
- SOI provided group email address for notifications
- Agency staff requested access to Continuous Evaluation function in CVS

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- MOU-To enroll in Rap Back, your agency must execute an MOU, which can be coordinated with your agency liaison and the MOU staff. To initiate the MOU process, your agency will be asked for agency name/address, MOU point of contact, phone number, email address and the MOU signatory. A draft will be provided specific to your agency for your review.
- As part of the MOU, your agency will be required to complete the MOU appendix, providing your group email address to where your agency wishes Rap Back notifications be sent. The correct agency structure, which lists all of the SOIs, you wish to participate in Rap Back, will also need identified, including individuals having access to perform this function.
- When enrolling individuals, the users associated Security Office Identifier (SOI) will receive the investigative materials.
- The agency must have at least one CVS user with the add adjudication and continuous vetting functions. The CVS user must be associated with the SOI group. If an additional CVS user is required, please complete an INV70B and send it via the NP2 portal to (S) CVS Help.

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Requirements for Enrolling into Rap Back



- Classifiable fingerprints on file with DCSA
- Federal enrollees have conditional offer of employment per 5 CFR, part 731.103(d)
- Enrollee was notified of enrollment
 - Ensuring collection/retention of a current Standard Form release (SF86, SF85, SF85P), signed by the subject.
 - Presenting subject with verbal/written notification making subj aware of the present and potential future use of their fingerprints, including they will remain in NGI (Next Generation Identification) which can cause notices of future criminal/other activity.

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- Requirements for enrolling a subject in CE start with a set of classifiable fingerprints on file with DCSA. Fingerprints dating back to June 14, 2010 may be eligible. DCSA will work with the agency to help determine which subjects need new fingerprints.
- Federal employees have been given a conditional offer of employment, per 5 CFR 731.103(d), and have been notified that they have been enrolled in Rap Back (this is satisfied by the subject signing the release of the SF86, SF85, and SF85P).
- The subject also must be presented with verbal/written notification making the subject aware of the present and potential future use of their fingerprints, including they will remain in NGI which can cause notices of future criminal/other activity.

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Requirements for Subscribing into Rap Back



- Enrollee was presented with FBI Privacy Act Notices
- Agency revalidates every 30 days

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- The individual being enrolled, will be presented with the FBI Privacy Act Notices. The agency will record the presentation of these notices for FBI audit purposes.
- The website for FBI Privacy Act Notice:
<https://www.fbi.gov/services/cjis/compact-council/privacy-act-statement>
- The website for Noncriminal Justice Applicant's Privacy Rights:
<https://www.fbi.gov/services/cjis/compact-council/guiding-principles-noncriminal-justice-applicants-privacy-rights>
- Enrolling agencies are required to revalidate the Rap Back subscriptions on at least a monthly basis to keep DCSA systems updated regarding an individual's status with their agency.

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Enrolling a Subject



U.S. OFFICE OF PERSONNEL MANAGEMENT

Recruiting, Retaining and Honoring a World-Class Workforce to Serve the American People

LAST LOGON: 03/06/23, 09:00 IF INCORRECT CALL 724-794-5612 X7104

- 1 CASE STATUS
- 2 CVS MENU / CONTINUOUS EVALUATION
- 3 INVESTIGATION SERVICE PROVIDER: SUBMIT INVESTIGATION DATA (FORMERLY OFI-79)
- 4 REQUEST SAC
- 5 SEND MESSAGE TO OPM
- 8 ENTER AGENCY ADJUDICATION
- E END SESSION/EXIT PIPS



Reset Refresh Disconnect

Office of Personnel Management
Federal Investigative Services
Federal Investigations Processing Center
PO Box 618, 1137 Branchton Road Boyers, PA 16018 | (724) 794-5612

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To enroll a subject someone in your agency must have the Continuous Evaluation Enrollment role within CVS. This can be accomplished by the appropriate personnel requesting the access via the INV 70B Form, Request for CVS/User ID Access.

Once logged in the CVS user would click function 2 on the Agency Menu.

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Enrolling a Subject



CVS Menu - Search Display

[Search SII / CVS / Continuous Evaluation](#)

CVS Menu - Add / Update

[Subject Data](#)

[Clearance / Access Data](#)

[Polygraph Data](#)

[HSPD-12 Data](#)

[Continuous Evaluation](#)

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Then the user would click the “Continuous Evaluation” link on the CVS menu.

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Enrolling a Subject



Enroll/Update Subscription

*Required Fields Marked with an Asterisk

Update Existing Subscriptions
 Rap Back Enrollment

Was the subject provided with a copy of the CJIS Privacy Act and notified of enrollment in Rap Back?

*Last Name:

*Social Security Number:

*Date of Birth: mm/dd/yyyy

*Place of Birth
State of Birth: OR Country of Birth:

AKA Last Name:

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1. Click the radio button next to the *Rap Back Enrollment* option
2. After confirming the subject was notified of Rap Back enrollment, choose “Y” from the drop-down menu next to “Was the subject provided with a copy of the CJIS Privacy Act and notified of enrollment in Rap Back?”
3. Enter the subject’s Last Name, SSN, Date of Birth and State of Birth or country of birth if foreign born.
4. Press “Enter” on the keyboard or click the “Enter” button on the screen.

*Please note that no real PII was used.

To cancel Rap Back subscriptions- This must be done within 5 days of an enrollee no longer being affiliated with agency. No longer affiliated with means that the enrollee is no longer employed by the agency or the agency is no longer sponsoring their eligibility or access to facilities or classified information.

To Un-cancel a Rap Back Subscription it must be done within 60 days of being Canceled. A new subscription will be required after 60 days.

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Enrolling a Subject



SUBSCRIPTION SUBMITTED **** ENROLL/UPDATE SUBSCRIPTION **** USER: []

SELECT ONE (X): UPDATE EXISTING SUBSCRIPTIONS

RAP BACK ENROLLMENT

WAS RAP BACK NOTIFICATION PROVIDED TO THE SUBJECT? (Y OR N)

LAST NAME: []

SSN: [] DATE OF BIRTH: []

STATE OF BIRTH: [] -OR- COUNTRY OF BIRTH: []

AKA LAST NAMES: 1 []
2 []
3 []
4 []
5 []

CVS CONTAINS INFORMATION SUBJECT TO THE PROVISIONS OF THE PRIVACY ACT OF 1974

(C) CVS MENU (E) END

[Reset] [Default] [Refresh] [Disconnect] [Turn Keyboard Off]

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When enrollment is successful, a notification stating “Subscription Submitted” will display in the top-left corner of the screen. DCSA will work with the agency when there is a data discrepancy with the subject information that does not correlate with subject information in CVS.

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CE Results



- Agency will receive an email notification if a result is received
- Results will be sent to agency as a closed case (case type 94)
- Agency users with appropriate adjudication access will have immediate access to view the rap sheet in CVS
- The Agency is responsible for adjudicating initial enrollments.

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CE Results



From: OPM INVESTIGATIONS
Sent: Wednesday, May 02, 2018 3:51 PM
Subject: NOTICE OF CONTINUOUS EVALUATION ACTIVITY

NAME: SCANN, CASE: 18R0015690

Rap Back Continuous Evaluation generated a result for agency review.

Please visit the PIPS/CVS link at [\[redacted\]](#) Click the CVS Menu option and then select the SII/CVS/JPAS/Continuous Evaluation link.

**Initial Subscription
Notification**

From: OPM INVESTIGATIONS
Sent: Tuesday, May 01, 2018 12:02 PM
Subject: NOTICE OF CONTINUOUS EVALUATION ACTIVITY

NAME: SCANN, CASE: 18R0015685

Rap Back Continuous Evaluation generated a result for agency review.

Please visit the PIPS/CVS link at [\[redacted\]](#) Click the CVS Menu option and then select the SII/CVS/JPAS/Continuous Evaluation link. Your agency is required to report an adjudication electronically via Function 8 of the CVS Agency Menu.

**Adjudication
Notification**

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Agencies will receive an email notification for the initial Continuous Vetting Rap Back subscription along with subsequent notifications for adjudication, if applicable. The email will contain the verbiage Continuous Evaluation but as presented earlier DCSA is moving towards using Continuous Vetting.

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Viewing a Rap Sheet



LAST LOGON: 03/06/23, 09:00 IF INCORRECT CALL 724-794-5612 X7104

- 1 CASE STATUS
- 2 CVS MENU / CONTINUOUS EVALUATION
- 3 INVESTIGATION SERVICE PROVIDER: SUBMIT INVESTIGATION DATA (FORMERLY OFI-79)
- 4 REQUEST SAC
- 5 SEND MESSAGE TO OPM
- 8 ENTER AGENCY ADJUDICATION
- E END SESSION/EXIT PIPS



Reset Refresh Disconnect

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Federal Investigations Processing Center
PO Box 618, 1137 Branchton Road Boyers, PA 16018 | (724) 794-5612

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After receiving a notification, navigate to the PIPS/CVS application in NP2. Click “2 - CVS Menu/Continuous Vetting”.

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Viewing a Rap Sheet



CVS Menu - Search Display

[Search SII / CVS / Continuous Evaluation](#)

CVS Menu - Add / Update

- [Subject Data](#)
- [Clearance / Access Data](#)
- [Polygraph Data](#)
- [HSPD-12 Data](#)
- [Continuous Evaluation](#)

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Click the “Search SII/CVS/Continuous Evaluation” link on the CVS Menu.

Viewing a Rap Sheet



Search

*Social Security Number:
*Last Name:
Date of Birth:
State of Birth:
Foreign Country of Birth:
AKA Last Name:

Required fields marked with an asterisk.
Note: adding AKA's, if available, will increase the probability of a successful search.

Close

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Read the message in the pop-up and then click "Close".

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Viewing a Rap Sheet



Search

*Social Security Number:

*Last Name:

Date of Birth: mm/dd/yyyy

State of Birth: OR

Foreign Country of Birth:

AKA Last Name:

**** OR ****

*Case Number:

*Last Name (First 5 characters):

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Enter the SSN and Last Name, or the Case Number and Last Name (first 5 characters), then click “Search”.

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Viewing a Rap Sheet



Subject	Investigation	Clearance	Polygraph	Adjudication	HSPD-12		
Display SII Subject Data							
!! PLEASE CALL							
Subject: DOE, Jane, Agnes <small>(Last, First, Middle)</small>		CE/V Status:					
Social Security Number: 000-12-3333							
Date of Birth: 01/01/1980							
Place of Birth							
State: PA		Foreign Country:					
City: Boyers		Country Code:					
County: Butler							
AKAs							
#	Last	First	Middle	Suffix	From	To	Maiden Name
1							
2							
3							
4							
5							
< Previous			Next >				

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Click on the Investigation tab. Here the agency should see the subject record of the individual for whom the agency is searching.

*Please note that no real PII was used.

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Viewing a Rap Sheet



Subject Investigation Clearance Polygraph Adjudication HSPID-12

Name: _____ SSN: _____

Investigation Summary

Pending & Closed Investigations and Unacceptable Requests Exist (2) Double-click a record to view more detail

#	Case Type	Status	Date	Investigating SOA/Agency	File	Select File#
1	TS	Closed complete	03/19/2018	JOPM	Yes	<input type="checkbox"/>
2	SAC	Closed complete	07/10/2017	JOPM	Yes	<input type="checkbox"/>

< Previous Next >

Post-Appointment Arrests Exist (0)

Arrest Number	Mailed Date
---------------	-------------

< Previous Next >

Continuous Evaluation Double-click to view more detail

Rap Back

Inhibit ALL File Request Inhibit LIMITED File Request

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Agencies will see a section at the bottom of the screen with a result labeled “RAP BACK”. Double-click on the RAP BACK line to open to the Rap Back subscription details.

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Viewing a Rap Sheet



Investigation | Rap Back Subscription | **Case / Rap Sheet Summary** | Rap Back Trigger Details

SSN: [REDACTED] Date Of Birth: [REDACTED]
Last: [REDACTED] First: [REDACTED] Middle: [REDACTED] Suffix: [REDACTED]

Rap Back Subscription Display

Subscription Number: 627490489194610107942052
Term: L / Lifetime Subscription Term
SOI: [REDACTED]
Requesting SOI: [REDACTED]
UCN: 2976041Z7
Initial FBIF Result: CR / RECORD Was obtained from case: [REDACTED]
Date Began: 04/11/2018
Date Expires: 04/10/2023
Date Renewed:
Date Revalidated: 04/18/2018 SID/SOI: [REDACTED]
Date Canceled:

(Note: Revalidated date reflects initial subscription date)

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The Rap Back Subscription information will display to include the date it began, the date it expires and the date it was last revalidated. Click the “Case/Rap Sheet Summary” tab.

*Please note that no real PII was used.

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Viewing a Rap Sheet



Investigation | Rap Back Subscription | **Case / Rap Sheet Summary** | Rap Back Trigger Details

End of data

SSN: [REDACTED] Date Of Birth: [REDACTED]
Last: [REDACTED] First: [REDACTED] Middle: [REDACTED] Suffix: [REDACTED]

Case / Rap Sheet Summary		Double-click a record to view more detail	
	PIPS Case		Case Date
	18R0015146		04/18/2018
	18R0014766		04/11/2018
Next>			

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When you reach the Case / Rap Sheet Summary page, you will see the summary of cases / rap sheets for the subject. Double-click each case number for more information.

*Please note that no real PII was used.

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Viewing a Rap Sheet



Investigation	Rap Back Subscription	Case / Rap Sheet Summary	Rap Back Trigger Details	Agency Adjudication
SSN: [REDACTED] Date Of Birth: [REDACTED]				
Last: [REDACTED] First: [REDACTED] Middle: [REDACTED] Suffix: [REDACTED]				
Rap Back Trigger Detail Display				
View Rap Sheet				
UCN: 2976041z7				
Case Number: [REDACTED]				
FTS Case Number: [REDACTED]				
Trigger Type: Warrant Modification				
Date Of Event: 04/17/2018				

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When you reach the Rap Back Trigger Details page, you can view summary information for the selected case. Click “View Rap Sheet”.

*Please note that no real PII was used.

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Viewing a Rap Sheet



CE Rap Sheet

OPM CASE # _____ NAME: _____ TYPE/SER: SA, SOI _____
ITYPE: FBIF _____

UNITED STATES DEPARTMENT OF FAKESTUFF
FAKE BUREAU OF INVESTIGATION
FAKE JUSTICE INFORMATION SERVICES DIVISION
FAKESBURG, WV 26396

Function

USOPM0002 NCN
THE FOLLOWING FAKE FBI IDENTIFICATION FOR _____ IS FURNISHED FOR TESTING USE ONLY.
THE FBI NGI RAP BACK SERVICE SHOWS AN ACTIVE RAP BACK SUBSCRIPTION UNDER THE JURISDICTION OF YOUR AGENCY.
Rap THIS MESSAGE SERVES TO PROVIDE NEW INFORMATION RECENTLY REPORTED TO THE FAKE FBI CJS DIVISION REGARDING THIS INDIVIDUAL.
VI THE IDENTITY HISTORY SUMMARY MAY HAVE BEEN MODIFIED BY THE REPORTED EVENT.
IF FOR SOME REASON YOU ARE NO LONGER AUTHORIZED TO RECEIVE RAP BACK ACTIVITY NOTIFICATIONS FOR THIS INDIVIDUAL, YOU MUST DELETE YOUR RAP BACK SUBSCRIPTION USING THE PROCESS ESTABLISHED WITH YOUR SUBMITTING ENTITY. NOTE THAT THIS NOTIFICATION MAY RELATE TO ACTIVITY OTHER THAN CRIMINAL HISTORY ACTIVITY.
DESCRIPTORS ON FILE ARE AS FOLLOWS:
NAME _____
SEX RACE BIRTH DATE HEIGHT WEIGHT EYES HAIR
F B _____ 511 205 BROWN BLACK
BIRTH CITY BIRTH PLACE _____

Suffix: _____

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You can view the Rap Sheet in the pop-up box using the scroll bar. If you would like to print the Rap Sheet, you can Select "ALL" by right clicking in the pop-up box, copy the information and paste it in a Word document or Notepad. Click "Close" at the bottom of the document or you may click the "X" in the top right corner to return to the Rap Back Trigger Details page.

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Viewing Previous Adjudication



Investigation | Rap Back Subscription | Case / Rap Sheet Summary | Rap Back Trigger Details | **Agency Adjudication**

SSN: [REDACTED] Date Of Birth: [REDACTED]
Last: [REDACTED] First: [REDACTED] Middle: [REDACTED] Suffix: [REDACTED]

Rap Back Trigger Detail Display
[View Rap Sheet](#)

UCN: 2976041z7
Case Number: [REDACTED]
FTS Case Number: [REDACTED]
Trigger Type: Warrant Modification
Date Of Event: 04/17/2018

CVS contains information subject to the provisions of the Privacy Act of 1974

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You may view adjudication information for the associated record by clicking the “Agency Adjudication” tab.

*Please note that no real PII was used.

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Viewing Previous Adjudication



Investigation | Rap Back Subscription | Case / Rap Sheet Summary | Rap Back Trigger Details | **Agency Adjudication**

No more data exists

SSN: [REDACTED] Date Of Birth: [REDACTED]
Last: [REDACTED] First: [REDACTED] Middle: [REDACTED] Suffix: [REDACTED]

Agency Adjudication Display

SOI	Agency Adjudication/Action	Action Date	Action Entry Date	Please Call?	POC
	02 / Fav-Suit/Fit - 731/Eqv	06/10/2018	06/20/2018		

Next>

CVS contains information subject to the provisions of the Privacy Act of 1974

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The Agency Adjudication tab displays the adjudication code for the record along with the date of action and any applicable Please Call notifications.

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CV Adjudication



- Adjudication of CE results must be reported electronically via CVS
 - INV 79A hardcopies are no longer provided
 - Users will need “Enter Agency Adjudication” function in CVS to enter adjudications as they do now
- Agencies should not use adjudication code 10 and should only provide a final adjudication determination.
- Bulk reporting of adjudications is possible by utilizing the 79A flat file format. This file layout can be found in the NP2 public library under the file CVS Batch File Documents.

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If you wish to submit mass/bulk adjudication via the 79A flat file, please contact the CVS Team for further guidance as programming may be required.

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CV Adjudication



From: OPM INVESTIGATIONS
Sent: Tuesday, May 01, 2018 12:02 PM
Subject: NOTICE OF CONTINUOUS EVALUATION ACTIVITY
NAME: SCANN, CASE: 18R0015685

Adjudication Notification

Rap Back Continuous Evaluation generated a result for agency review.

Please visit the PIPS/CVS link at [\[redacted\]](#) Click the CVS Menu option and then select the SI/ CVS/JPAS/Continuous Evaluation link. Your agency is required to report an adjudication electronically via Function 8 of the CVS Agency Menu.

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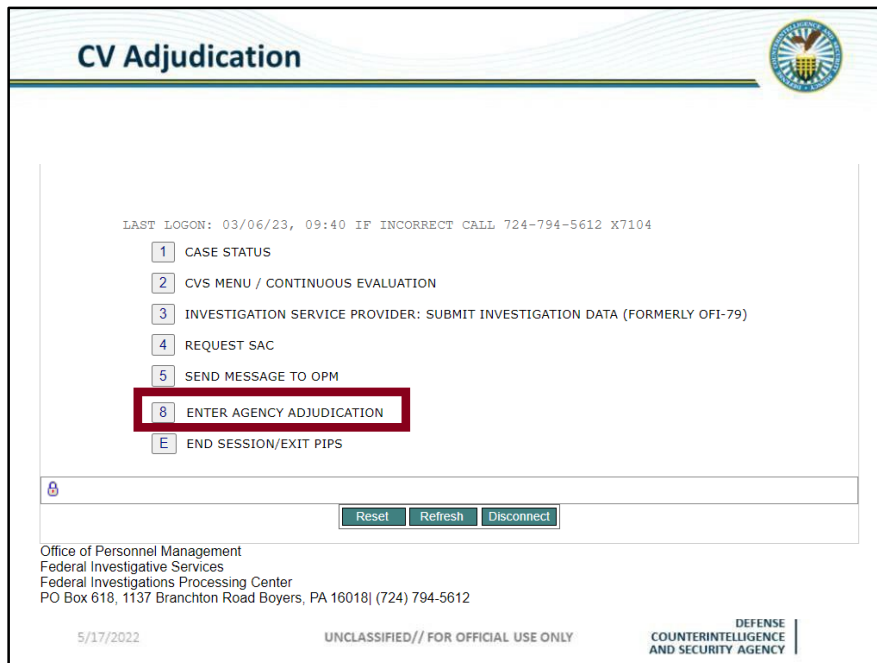
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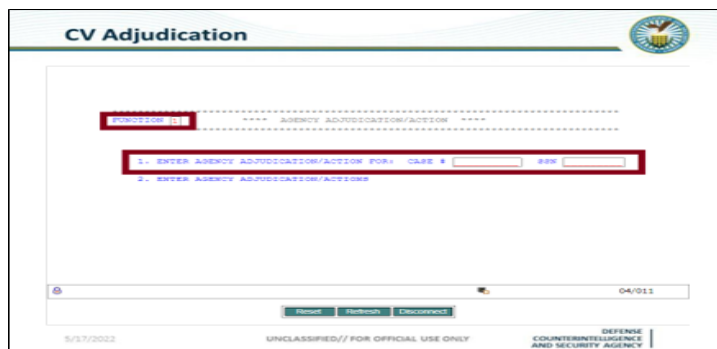
When the FBI returns a result to DCSA, an email notification is sent to the subscribing agency requesting the required adjudication. The agency will not receive a hardcopy INV-79A form and is required to report the adjudication electronically.

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After receiving a notification, navigate to the PIPS/CVS application in NP2. Click “**8 - Enter Agency Adjudication**”.



If you would like to report a single adjudication, type a “1” in the box, provide the subject’s case number and SSN, and press Enter on your keyboard.

CV Adjudication



FUNCTION 1

**** AGENCY ADJUDICATION/ACTION ****

1. ENTER AGENCY ADJUDICATION/ACTION FOR: CASE # SSN
2. ENTER AGENCY ADJUDICATION/ACTIONS



04/011

Reset

Refresh

Disconnected

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If you would like to report a single adjudication, type a “1” in the box, provide the subject’s case number and SSN, and press Enter on your keyboard.

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CV Adjudication



FUNCTION **** AGENCY ADJUDICATION/ACTION (11/08) ****

CASE P2100011 TYPE OPI-79 SSN 513-16-8889 NAME MCNAMARA
.....

ADJUDICATION/ACTION

- 1-FAVORABLE SECURITY CLEARANCE/ELIGIBILITY DETERMINATION UNDER E.O. 12968
- 2-FAVORABLE SUITABILITY/FITNESS DETERMINATION UNDER 5 CFR 731 OR EQUIVALENT
- 3-FAVORABLE FITNESS DETERMINATION; 5 CFR 731 OR EQUIVALENT DO NOT APPLY
- 4-RESIGNED, TERMINATED, WITHDREW BEFORE DETERMINATION
- 5-SUBJECT NOT APPOINTED (SECURITY/SUITABILITY)
- 6-REMOVED (SECURITY/SUITABILITY)
- 7-SUBJECT COUNSELLED AND/OR LETTER OF WARNING ISSUED
- 8-SUBJECT RETAINED; CLEARANCE REVOKED OR DENIED
- 9-SUSPENDED FROM DUTY (I.E. ADMINISTRATIVE PERSONNEL ACTION)
- 10-LETTER OF INTENT TO DENY OR REVOKE ELIGIBILITY FOR ACCESS PURSUANT TO E.O. 12968
- 11-OTHER ACTION TAKEN

DATE OF ACTION / / DATE SUBJECT NOTIFIED OF ACTION / /
DO YOU WISH TO ADD A COMMENT?



21/077

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Leave the Function box blank. Provide the adjudication code in the field next to Adjudication/Action and the Date of Action. You may also provide the Date Subject was Notified and/or a comment, if applicable. Press Enter on your keyboard. Re-enter the data for verification and press Enter. You will receive a confirmation message in the top left corner when the adjudication is added.

*Please note that no real PII was used.

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CV Adjudication



FUNCTION 2

**** AGENCY ADJUDICATION/ACTION ****

1. ENTER AGENCY ADJUDICATION/ACTION FOR: CASE # SSN

2. ENTER AGENCY ADJUDICATION/ACTIONS



04/011

Reset Refresh Disconnect

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If you would like to report multiple adjudications, type a “2” next to Function and press Enter on your keyboard. Please note that if a comment is needed for an adjudication, add that adjudication individually as there is no option to add a comment when adding multiple adjudications.

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CVS Batch File Submission Procedures



- Please refer to the CVS Batch File Submission Procedures document, located in the NP2 public library for detailed instructions.

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The above referenced document is located in the NP2 Portal Public Library, CVS – Central Verification System Folder, in the CVS Batch File Documents sub-folder.

Note:

- New Subscription files are subject to configurable file size and daily case limits (set in the CE Rap Back Admin screen).
- New Subscription file size limit: 2,500 new subscriptions per submitted file.
- Daily New Subscriptions: To maintain system performance, DCSA establishes daily limits on case delivery based on processing capacity.
- Revalidation and Update files have no size limit or daily cap.
- Files exceeding the default file size limit are rejected with the message: “The enrollment file cannot be accepted because it exceeds the maximum file size limit”

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Rap Back Flat File Layout

The following is the layout of the Rap Back Flat File for agency use when subscribing, revalidating or canceling multiple individuals' Rap Back subscriptions. (Note: These same functions are also available within CVS if you wish to update one individual at a time.)

Position	Field Length	Mandatory	Description
01-09	9	Yes	SSN of the Subject
10-13	4	Yes	SOI of the Agency Requesting the Subscription
14-20	7	Yes	Type of Transaction Valid values are: RBSCVL = Request New Subscription for your SOI RBMNT = Update Existing Subscription SBVAL = Validate need for continuing current subscription
21-21	1	Yes	Action Code If Type of Transaction is RBSCVL, valid values are: Leave Blank If Type of Transaction is RBMNT, valid values are: C = Cancel U = Un-cancel If Type of Transaction is SBVAL, valid values are: V = Validation
22-25	4	No	Leave Blank
26-45	20	Yes	Subject's Last Name
46-53	8	Yes	Subject's Date of Birth Format: YYYYMMDD
54-55	2	Yes, if born in U.S. or U.S. Territory	Subject's Place of Birth U.S. State or U.S. Territory
56-75	20	Yes, if foreign born	Subject's Place of Birth - Foreign Country Must be left blank if born in the U.S.

Please contact DCSA System Liaison-CVS Team for questions via email at DCSACVSTeam@mail.mil, via NP2 message to CVS Help, or by phone at 724-794-5612 x4600 option 2, option 4.

Sensitive but Unclassified/Investigative Files Privileged Material – Further Release Prohibited

The above is the layout of the Rap Back Continuous Vetting Flat File for agency use when subscribing, revalidating, or canceling multiple individuals' Rap Back subscriptions. (Note: These same functions are also available within CVS if you wish to update one individual at a time.)

** CVS Team Contact information phone number has updated to 878-274-5084

Frequently Asked Questions



Q: How does Rap Back differ from Continuous Vetting Trusted Workforce 1.25 through 2.0?

A: Continuous Vetting is a process of reviewing the background of a “covered individual” at any time to determine whether that individual continues to meet applicable requirements to be eligible for access to classified information or to hold a sensitive position. Continuous Vetting products serve to support the vetting process. Rap Back is one of the products used for the purpose of Continuous Vetting.

Continuous Vetting - Trusted Workforce 1.25 – 2.0 includes:

- Continuous automated record checks against terrorism, criminal and eligibility data sources on a daily basis.
- Alert management/validation (identity resolution)
- Threat analysis and reporting
- Alert Notification/information sharing
- Rap Back is a separate feature within Continuous Vetting- Trusted Workforce 1.25 - 2.0. Rap Back enrollment is an optional data source for personnel with classifiable fingerprints as of 5/6/2018.

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Frequently Asked Questions



Q: Is there a fee for Rap Back?

A: There is no additional fee for participating in the Rap Back enrollment program option; however, there is a Monthly Subscription Fee per each Active Enrollee in TW 1.25-2.0 billed separately from invoices issued for other BI services. There are no current or future expenses expected to participate in Rap Back; however, if they occur, this will be documented in and executed by DCSA and your agency through an FMS 7600A General Terms and Conditions, and associated FMS 7600B Order Requirements and Funding Information (Order) Section documents.

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Frequently Asked Questions



Q: Who does the agency contact to obtain more information on the requirements for the Rap Back program? How does an agency initiate steps to set up Rap Back?

A: Your DCSA Agency Liaison may be contacted to address any questions you have regarding the Rap Back program and how to initiate the process.

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Frequently Asked Questions



Q: What Systems do the Users need access to?

A: NP2 Secure Portal and PIPS/CVS with the Adjudication and Continuous Evaluation functions. Ensure Users have access to these functions. Submit INV 70B to request required access to these functions, including current accesses.

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Frequently Asked Questions



Q: Is an MOU and ISA required to participate in the Rap Back program?

A: An MOU is required to participate in the Rap Back program. Questions regarding MOU processing and requirements may be directed to your Agency Liaison and dcsamous@mail.mil.

No ISA is required. Rap Back processing is through PIPS/CVS accessed through the web via the NP2 Secure Portal. No individual VPN connection is required.

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Frequently Asked Questions



Q: Can an Agency begin enrolling individuals in Rap Back upon receipt of the final MOU?

A: No. Additional programming in PIPS/CVS is required to be completed by DCSA. When the MOU is completed, the DCSA CVS Team will contact the agency and initiate steps to set up necessary PIPS/CVS programming.

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Frequently Asked Questions



Q: Is an MOU required to participate in TW 1.25-2.0?

A: No MOU is required; however, a separate 7600B will be required for TW 1.25. One 7600A may be used for both TW 1.25 services along with the traditional Background Investigations. The 7600B, however, cannot cover both TW 1.25 and BI services.

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Frequently Asked Questions



Q: Does the subject need to complete an e-QIP to be enrolled in Rap Back?

A: The agency must

1. ensure that the individual enrolled in Rap Back has been given a conditional offer of employment
2. notify individuals enrolled of their enrollment by:
 - Ensuring collection and retention of a current Standard Form release (SF86, SF85P, SF85) signed by the subject; or,
 - Presenting subject with verbal or written notification that makes the subject aware of the present and potential future uses of his or her fingerprints, including that they will remain in NGI and cause notices of future criminal or other activity.

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Frequently Asked Questions



Q: Can more than one agency or SOI enroll the same subject in Rap Back?

A: Dual enrollment is available. Each agency/SOI that enrolled the subject would be notified of any results.

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Nothing different needs done for dual enrollments. DCSA would identify any "dups" and keep track of them internally. If more than one SOI has an interest in a subject and an activity occurs, DCSA would notify both (or more) SOIs as needed.

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Frequently Asked Questions

Q. Can a report be ran to help us identify which subjects have classifiable fingerprints on file with DCSA that can be used for Rap Back?

A. Yes. Agencies are required to send a list of SSNs for the population that they plan to enroll to their DCSA Agency Liaison. They will have a report ran and send the results back to the agency.

Assistance



- For Policy related question/issues
 - Contact your DCSA Agency Liaison

- For technical questions/issues
 - Contact DCSA System Liaison- CVS Team
 - 724-794-5084
 - Via NP2 message to CVS Help
 - DCSACVSTeam@mail.mil

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