BACKGROUND

The Office of Personnel Management (OPM) has advised that when they are conducting investigative leads in either Canada or Australia, specific country releases are required. Failure to obtain releases when investigative forms are initiated causes unnecessary delays in completing background investigations.

NEW PROCEDURE

In order to assist OPM in the most expeditious manner possible in completing background investigations on USDA personnel that have lived or worked in either Canada or Australia during any period of the investigation, agencies must have the individual sign the specific country release(s) and include them with any other attachments when the background investigation form is submitted to PDSD.

Canada - there is a one page release required by the Government of Canada – Authority For Release Of Information.

Australia - requires the following releases be completed:

1) Consent to Obtain Personal Information (792B)
2) Criminal History Check Application Form (2 pages)

The specific release forms have been posted on our website at http://www.usda.gov/da/pd sd/forms.htm for immediate use.

For further information, please contact the PDSD at (202) 720-7373.