

Center for Development of Security Excellence

CDISE

Learn. Perform. Protect.



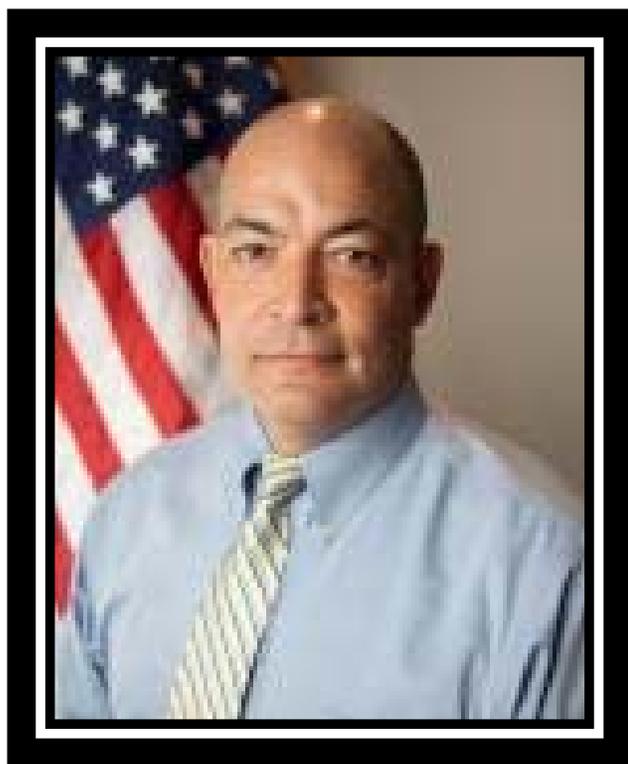
Introduction



Today's Host

Center for Development of Security Excellence
CDSE
Learn. Perform. Protect.

Host: Andy Reyes



CDSE – PS Instructor

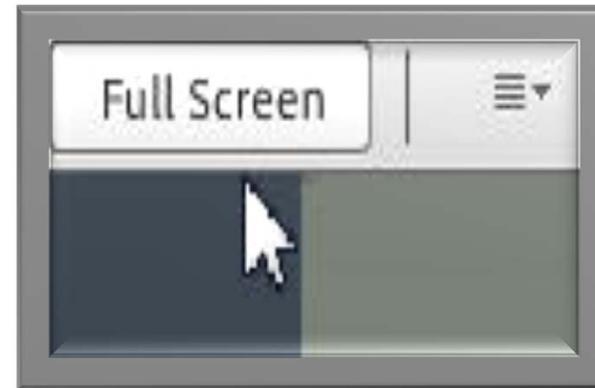
- Manages the design, development and delivery of JPAS/JCAVS, CATS and the DoD Personnel Security Management for Security Professionals courses
- With DSS since May 2008
- Prior experience includes:
 - Adjudicator at the Army Central Adjudication Facility, Fort Meade, Maryland
 - Security Manager at Fort Buchanan, Puerto Rico
 - U.S. Army for 22 years



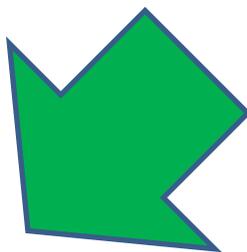
DCO Meeting Room Navigation

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Notes box for audio information and other announcements



Use **Full Screen** (upper right corner) to maximize view of the presentation. Click **Full Screen** again to switch back. You will need to be out of Full Screen view to respond to poll questions.

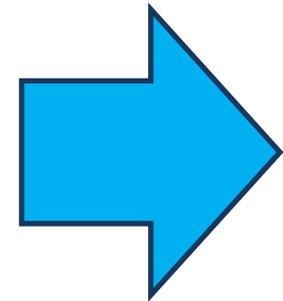




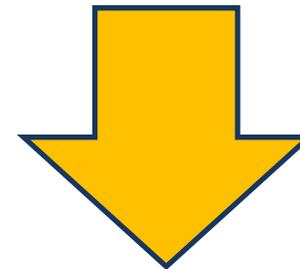
DCO Meeting Room Navigation

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Q&A box for
entering questions
to the presenters



File share box to
download resources for
today's presentation





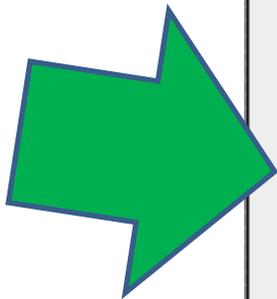
Example of a Poll Question

Poll 4 ☰

Have you ever used DCO before?

<input type="checkbox"/> I have never used it	<div style="width: 0%;"></div>	0%	(0)
<input type="checkbox"/> I have only listened in on a webinar or meeting	<div style="width: 0%;"></div>	0%	(0)
<input type="checkbox"/> I have used the chat or Q&A pods	<div style="width: 0%;"></div>	0%	(0)
<input type="checkbox"/> I have been a presenter	<div style="width: 0%;"></div>	0%	(0)
<input type="checkbox"/> I have hosted a DCO meeting	<div style="width: 0%;"></div>	0%	(0)

Broadcast Results





Poll Question 1

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Poll Question 1

Center for Development of Security Excellence

CDISE

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How to Create a Person Category in JPAS



How to Create a Person Category

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JPAS Virtual Demonstration



Further Information

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- JPAS/JCAVS Virtual Training for Security Professionals PS123.16
<http://www.cdse.edu/catalog/elearning/PS123.html>
- Questions submitted before and during the Webinar will be answered and posted to the CDSE Website
- Contact email: JPAS.Training@dss.mil

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Backup Slides



Virtual Logon

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Joint Personnel Adjudication System
(JPAS)

Insert your DoD Approved PKI Credential and press the 'Sign In' button to log on.

Sign In

Select a training user:

studc1203 ▼

You have 5 minutes until this screen times out!



Poll Question 2

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Poll Question 2



Select Category – Industry



? Choose Category/Level

User ID: studc1203

Person Category: Industry (KMP) 1L028-I
Level: Industry (KMP) 1L028-I
Civilian Employee (USA)

OK

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In accordance with DoD Regulations and the Privacy Act of 1974, you must safeguard personnel information retrieved through this system. DoD Regulations are: 5 USC 301 - Departmental Regulations, DoD 5200.1-R - The Information Security Program, Title 5, United States Code, Section 552a Public Law 93-579 (Privacy Act of 1974), DoD Directive 5400.07 - The Freedom of Information Act (FOIA) Program, DoDD 5400.11-R - DoD Privacy Program, and DTM-04-009 Security Classification Marking Instructions.



Select User Level

? Choose Category/Level

User ID: studc1203

Person Category: Industry (KMP) 1L028-I

Level: Account Manager

- Account Manager
- Level 2
- Level 3
- Level 4
- Level 5
- Level 6



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Select Level 4 – OK

? Choose Category/Level

User ID: studc1203

Person Category: Industry (KMP) 1L028-I

Level: Level 4

OK

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Welcome – Select Person





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

?

Welcome to the Joint Clearance and Access Verification System

[Change current Time Zone, Office Symbol or Phone Number](#)

Last Successful Login: 2012 11 28 11:35 AM Last Unsuccessful Login: N/A

Do NOT use the browser Forward and Back buttons to navigate through the JPAS screens. Use the JPAS screen buttons or the Main Menu instead.

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Select Person





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

Select Person

*SSN: *DoD EDI PN:

Last Name:

First Name:

Middle Name:

Display Person Summary:

Display abbrev. Person Summary with VISIT Info:

Display Maintain Person:

Display SII:

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Select Person – SSN





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

? Select Person

*SSN: *DoD EDI PN:

Last Name:

First Name:

Middle Name:

Date of Birth: 

Display Person Summary:

Display abbrev. Person Summary with VISIT Info:

Display Maintain Person:

Display SII:

FOR OFFICIAL USE ONLY (FOUO)

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Maintain Person



- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications >
- Reports >
- PSM Net
- Manage Invest Rqsts >
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

? Maintain Person

SSN: xyz-aa-0001

DoD EDI PN:

*Last Name:

*First Name:

Middle Name:

Cadency:

*DOB:

*Citizenship:

Marital Status:

Date of Death:

State of Birth:

*Country of Birth:

Open Investigation: N/A

Incident Report: N/A

Polygraph: N/A

Foreign Relation: N/A

[AKA](#)

Available Category Types:

Person Category: None

Position:

Delete Category:

Category:

Classification: (Required for Industry Categories only)

Service/Agency:

Separation Date:

Separation Code:

Organization/Company/Agency



Select Category Types





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications >
- Reports >
- PSM Net
- Manage Invest Rqsts >
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

Maintain Person

SSN: XYZ-AB-0033 DoD EDI PN:

Last Name: VISIT First Name: VINCENT Middle Name: Cadency:

DOB: 1973 06 05 Citizenship: N/A Marital Status: Date of Death:

State of Birth: N/A Country of Birth: N/A

Open Investigation: N/A

Incident Report: N/A

Polygraph: N/A

Foreign Relation:

Available Category Types:

Person Category: Position: Delete Category:

Category: Classification: (Required for Industry Categories only)

Service/Agency:

Separation Date: Separation Code:

Organization/Company/Agency



Select – Available Category Types





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

? Maintain Person

SSN: XYZ-AB-0033

Last Name: VISIT First Name: VINCENT

DOB: 1973 06 05 Citizenship: N/A

State of Birth: N/A Country of Birth: N/A

Open Investigation: N/A

Incident Report: N/A

Polygraph: N/A

Foreign Relation:

DoD EDI PN:

Middle Name:

Marital Status:

Cadency:

Date of Death:

[AKA](#)

Available Category Types:

Person Category:

Classification:

Service/Agency:

Separation Date:

Organization/Company/Agency:

Civilian (Temporary, Seasonal Co-Op)

Civilian Employee

Congressional Staff

DoD Civilian/Reserve/National Guard

Foreign National Employee

Industry

Intergovernmental Personnel Act

NAFI Employee

NATO Employee

Non-DoD Affiliated

Non-DoD National Guard

Red Cross Employee

Seasonal Employee

USO Employee

Delete Category:



Add Category





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit Notifications >
- Reports >
- PSM Net
- Manage Invest Rqsts >
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

? Maintain Person

SSN: XYZ-AB-0033

Last Name: VISIT
DOB: 1973 06 05

State of Birth: N/A

Open Investigation: N/A

Incident Report: N/A

Polygraph: N/A

Foreign Relation:

First Name: VINCENT
Citizenship: N/A

Country of Birth: N/A

[AKA](#)

DoD EDI PN:

Middle Name:

Marital Status:

Cadency:

Date of Death:

Available Category Types:

Person Category:

Category:

Classification: (Required for Industry Categories only)

Service/Agency:

Separation Date:

Position:

Separation Code:

Delete Category:

Organization/Company/Agency



Select Person Category





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

Maintain Person

SSN: XYZ-AB-0033 DoD EDI PN:

Last Name: VISIT First Name: VINCENT Middle Name: Cadency:

DOB: 1973 06 05 Citizenship: N/A Marital Status: Date of Death:

State of Birth: N/A Country of Birth: N/A

Open Investigation: N/A

Incident Report: N/A

Polygraph: N/A

Foreign Relation:

[AKA](#)

Available Category Types:

Person Category: Position: N/A

Category: N/A

Classification: (Required for Industry Categories only)

Service/Agency:

Separation Date: N/A Separation Code: N/A

Organization/Company/Agency



Person Category – Industry





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

Maintain Person

SSN: XYZ-AB-0033 DoD EDI PN:

Last Name: VISIT First Name: VINCENT Middle Name: Cadency:

DOB: 1973 06 05 Citizenship: N/A Marital Status: Date of Death:

State of Birth: N/A Country of Birth: N/A

Open Investigation: N/A

Incident Report: N/A

Polygraph: N/A

Foreign Relation:

[AKA](#)

Available Category Types:

Person Category: Position: Delete Category:

Category Classification: Reserve - Officer (USAF)

(Required for Industry Categories only)

Service/Agency:

Separation Date: Separation Code:

Organization/Company/Agency



Select Service Agency

The screenshot shows a web browser window titled "JCAVS Main Screen - Microsoft Internet Explorer". The address bar contains "http://localhost:JPAS/JPASChooseRoleSer". A dropdown menu is open, listing various service agencies. A red arrow points to "Air Force" in the list. The dropdown list includes:

- Abraham Lincoln Bicentennial Commission
- Advisory Council on Historic Preservation
- African Development Foundation
- Agency for International Development
- Air Force
- American Battle Monuments Commission
- American Forces Information Service
- Antitrust Modernization Commission
- Appalachian Regional Commission
- Architect of the Capitol
- Architectural and Transportation Barriers Compliance Board
- Arctic Research Commission
- Armed Forces Retirement Home
- Army
- Army Reserve
- Ballistic Missile Defense Organization
- Barry Goldwater Scholarship and Excellence Foundation
- Botanic Garden
- Broadcasting Board of Governors
- Centennial of Flight Commission
- Central Intelligence Agency
- Chemical Safety and Hazard Investigation Board
- Christopher Columbus Fellowship Foundation
- Coast Guard
- Comm on Intel Weapons of Mass Destruction
- Comm on People's Republic of China
- Commission for the Preservation of America's Heritage Abroad
- Commission of Fine Arts
- Commission on Civil Rights

Below the dropdown, there are fields for "Service/Agency:" (with the selected value), "Separation Date:", and "Code:". The main content area shows "Organization/Company/Agency" with fields for "Name: N/A", "Location: N/A", and "Status: N/A". There are buttons for "Add Category", "Modify Organization", "Save", and "Cancel". A "Person Summary" link is also visible.



Service Agency



- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

Open Investigation: N/A
 Incident Report: N/A
 Polygraph: N/A

Foreign Relation:

[AKA](#)

Available Category Types:

Person Category: Position: N/A

Category: N/A

Classification: (Required for Industry Categories only)

Service/Agency:

Separation Date: N/A Separation Code: N/A

Organization/Company/Agency

Name: N/A
 Location: N/A
 Status: N/A

[Person Summary](#)



Modify Organization





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications >
- Reports >
- PSM Net
- Manage Invest Rqsts >
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

Relation:

[AKA](#)

Available Category Types:

Person Category: Position: N/A

Category: N/A

Classification: (Required for Industry Categories only)

Service/Agency:

Separation Date: N/A Separation Code: N/A

Organization/Company/Agency

Name: N/A

Location: N/A

Status: N/A

[Person Summary](#)

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Select Organization Service Agency





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

Organization Search

Selected Organization:

Search:
*Organization's Service/Agency:

*Enter Search Criteria (include an * for wildcarding):
Organization Name:
Organization Location:
Organization UIC/RUC/PASCODE/CAGE:

Select Organization Search Results:

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Organization Search – Air Force





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

? Organization Search

Selected Organization:

Search:

*Organization's Service/Agency:

*Enter Search Criteria (include an * for wildcarding):

Organization Name:

Organization Location:

Organization UIC/RUC/PASCODE/CAGE:

Select Organization Search Results:

- Abraham Lincoln Bicentennial Commission
- Abraham Lincoln Bicentennial Commission**
- Advisory Council on Historic Preservation
- African Development Foundation
- Agency for International Development
- Air Force
- American Battle Monuments Commission
- American Forces Information Service
- Antitrust Modernization Commission
- Appalachian Regional Commission
- Architect of the Capitol
- Architectural and Transportation Barriers Compliance Board
- Arctic Research Commission
- Armed Forces Retirement Home
- Army
- Army Reserve
- Ballistic Missile Defense Organization
- Barry Goldwater Scholarship and Excellence Foundation
- Botanic Garden
- Broadcasting Board of Governors
- Centennial of Flight Commission
- Central Intelligence Agency
- Chemical Safety and Hazard Investigation Board
- Christopher Columbus Fellowship Foundation
- Coast Guard
- Comm on Intel Weapons of Mass Destruction
- Comm on People's Republic of China
- Commission for the Preservation of America's Heritage Abroad
- Commission of Fine Arts

In accordance with DoD Regulations and the Privacy Act of 1974, DoD 5200.1-R - The Information Security Program, DoD Directive 5400.07 - The Freedom of Information Act (FOIA) Program, and DoD Directive 5400.07 - The Freedom of Information Act (FOIA) Program, DoD Regulations are: 5 USC 301 - Departmental Privacy Act of 1974), DoD Directive 5400.07 - The Freedom of Information Act (FOIA) Program, DoD Directive 5400.07 - The Freedom of Information Act (FOIA) Program, DoD Directive 5400.07 - The Freedom of Information Act (FOIA) Program.



UIC Search





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

? Organization Search

Selected Organization:

Search:

*Organization's Service/Agency:

*Enter Search Criteria (include an * for wildcarding):

Organization Name:

Organization Location:

Organization UIC/RUC/PASCODE/CAGE: ←

Select Organization Search Results:

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Organization Search



- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

Organization Search

Selected Organization:

Search:

*Organization's Service/Agency:

*Enter Search Criteria (include an * for wildcarding):

Organization Name:

Organization Location:

Organization UIC/RUC/PASCODE/CAGE:

Select Organization Search Results:

Records 1 - 1 of 1, Page 1 of 1

UIC/RUC/PASCODE/CAGE	Name	Location
DEF123	AF INSTRUCTION SQ	STREET

Records 1 - 1 of 1, Page 1 of 1

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Selected Organization Search



- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications >
- Reports >
- PSM Net
- Manage Invest Rqsts >
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

Organization Search

Selected Organization: Remove

Search:

*Organization's Service/Agency: ▼

*Enter Search Criteria (include an * for wildcarding):

Organization Name:

Organization Location:

Organization UIC/RUC/PASCODE/CAGE:

Search

Select Organization Search Results:

Records 1 - 1 of 1, Page 1 of 1

UIC/RUC/PASCODE/CAGE	Name	Location
DEF123	AF INSTRUCTION SQ	STREET

Records 1 - 1 of 1, Page 1 of 1

OK
Cancel

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Organization Company Agency





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

Relation:

[AKA](#)

Available Category Types:

Person Category: Position: N/A
 Category: N/A
 Classification: (Required for Industry Categories only)
 Service/Agency:

Separation Date: N/A Separation Code: N/A

Organization/Company/Agency

Name: AF INSTRUCTION SQ 
 Location: , STREET, PA,
 Status: N/A

[Person Summary](#)

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Save Work





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

[AKA](#)

Available Category Types:

Person Category: **Position:** N/A
Category: N/A
Classification: (Required for Industry Categories only)
Service/Agency:
Separation Date: N/A **Separation Code:** N/A

Organization/Company/Agency

Name: AF INSTRUCTION SQ
Location: , STREET, PA,
Status: N/A

[Person Summary](#)

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Person Summary





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▾
- Reports ▾
- PSM Net
- Manage Invest Rqsts ▾
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

Relation:

[AKA](#)

Available Category Types:

Person Category:
Position: N/A
 Delete Category:

Category: N/A
Classification: (Required for Industry Categories only)

Service/Agency: Air Force
 Separation Code: N/A

Separation Date: N/A

Organization/Company/Agency

Name: AF INSTRUCTION SQ
Location: , STREET, PA,
Status: N/A

[Person Summary](#) 

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In accordance with DoD Regulations and the Privacy Act of 1974, you must safeguard personnel information retrieved through this system. DoD Regulations are: 5 USC 301 - Departmental Regulations, DoD 5200.1-R - The Information Security Program, Title 5, United States Code, Section 552a Public Law 93-579 (Privacy Act of 1974), DoD Directive 5400.07 - The Freedom of Information Act (FOIA) Program, DoDD 5400.11-R - DoD Privacy Program, and DTM-04-009 Security Classification Marking Instructions.



Person Summary – No Owning/Servicing Relationship





- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications ▶
- Reports ▶
- PSM Net
- Manage Invest Rqsts ▶
- Home
- Chg Password
- Chg Category/Level
- Tutorial
- News
- Logout

?

Person Summary

VISIT, VINCENT
Person Category Civilian Employee (USAF) ▼

SSN: XYZ-AB-0033

DoD EDI PN:

Open Investigation: N/A

PSQ Sent Date: N/A

Attestation Date: N/A

Incident Report: N/A

SF 713 Fin Consent Date: N/A

SF 714 Fin Disclosure Date: N/A

Release Date: N/A

Date of Birth: 1973 06 05

Marital Status: N/A

Place of Birth: N/A

Citizenship: N/A

NdA Signed: No

NdS Signed: No

Exception Type: No

Accesses

Category	IT	Sensitivity and Trustworthiness
Civilian Employee (USAF)	No	IT: N/A Public Trust: N/A Child Care: N/A
Industry () CAGE002-I	No	IT: N/A Public Trust: N/A Child Care: N/A
Reserve - Officer (USAF)	No	IT: N/A Public Trust: N/A

Microsoft Internet Explorer
 ✖



The Person Category does not have any Owning/Servicing Relationships and no Notifications based on Owning/Servicing Relationship will be sent.

OK



Person Summary – Civilian Employee



- Select Person
- View SMO
- Mass Personnel
- Create/Modify Visit
- Notifications >
- Reports >
- PSM Net
- Manage Invest Rqsts >
- Home
- Chg Password
- Chg Category/Level
- Tutorial
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- Logout

? Person Summary

VISIT, VINCENT
 Person Category: Civilian Employee (USAF) v

SSN: XYZ-AB-0033

DoD EDI PN: _____

Open Investigation: N/A

PSQ Sent Date: N/A

Attestation Date: N/A

Incident Report: N/A

SF 713 Fin Consent Date: N/A

SF 714 Fin Disclosure Date: N/A

Polygraph: N/A

Foreign Relation: N/A

Date of Birth: 1973 06 05
 Marital Status: N/A
 Place of Birth: N/A
 Citizenship: N/A
 NdA Signed: No
 NdS Signed: No
 Exception Type: No

Accesses

Category	PSP	Suitability and Trustworthiness
Civilian Employee (USAF)	No	IT: N/A Public Trust: N/A Child Care: N/A
Industry () CAGE002-I	No	IT: N/A Public Trust: N/A Child Care: N/A
Reserve - Officer (USAF)	No	IT: N/A Public Trust: N/A



Poll Question 3

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Poll Question 3



Poll Question 4

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Poll Question 4