




EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503

DEPUTY DIRECTOR  
FOR MANAGEMENT

October 23, 2007

M-08-01

MEMORANDUM FOR HEADS OF DEPARTMENTS AND AGENCIES

FROM: Clay Johnson III   
Deputy Director for Management

SUBJECT: HSPD-12 Implementation Status

This memorandum serves as a reminder for agencies to complete background investigations and issue credentials as required for the implementation of Homeland Security Presidential Directive (HSPD) 12, "Policy for a Common Identification Standard for Federal Employees and Contractors," which the President issued on August 27, 2004.

In support of the implementation of HSPD-12, the Office of Management and Budget (OMB) has issued Memorandum-05-24 (M-05-24), "Implementation of Homeland Security Presidential Directive (HSPD) 12 – Policy for a Common Identification Standard for Federal Employees and Contractors," as well as Memorandum-07-06 (M-07-06), "Validating and Monitoring Agency Issuance of Personal Identity Verification Credentials." Under HSPD-12 and the OMB memoranda, agencies are to complete the background investigations on all current employees and contractors and issue Personal Identity Verification credentials in accordance with the following schedule:

- October 27, 2007 (or by the date specified in the implementation plan mutually agreed-upon by the agency and OMB): Agencies must complete background checks and issue credentials to all employees with 15 years or less service and contractors; and
- October 27, 2008 (or by the date specified in the implementation plan mutually agreed-upon by the agency and OMB): Agencies must complete background checks and issue credentials to all employees with more than 15 years of service.

Based on the information that has been publicly posted, as required by M-07-06, a number of agencies will have difficulty meeting this timetable. I request you instruct the officials in your agency responsible for this effort either to confirm your agency's previous plan is still on target or to update the plan with a revised schedule under which your agency will meet as soon as possible the requirements of HSPD-12 and the OMB memoranda.

In addition, as part of our ongoing process to monitor implementation progress, OMB will request additional details be made publicly available. Specifically, this includes additional information on status of background investigations and major milestones as outlined in agencies' HSPD-12 implementation plans. OMB has modified the template previously distributed with M-07-06; the updated template with specific reporting instructions will be distributed to your agency's Chief Information Officer.

We look forward to continuing to work with you in meeting the goal outlined in HSPD-12. If you have questions regarding HSPD-12, please contact Karen Evans, Administrator for E-Government and Information Technology at 202-395-1181 or [eauth@omb.eop.gov](mailto:eauth@omb.eop.gov).