

ISP PROGRAM UPDATE

Atlanta, GA
June 2006

Kathy Dolan & Barbara Taylor





Your ISP Committee

- **Kathy Dolan – Co-Chair**
- **Barbara Taylor – Co-Chair**
- **Cheryl Pelton**
- **George Quin**
- **Bill Uttenweiler**
- **Sharon Tannahill – NCMS Exec. Director**
- **Jim Hickok – Program Advisor**
- **Karin Lee – Exam Generation & Maintenance**



2005 - 2006 Committee Objectives

- **Review the exam to ensure accuracy**
- **Ensure ISP website is current**
- **Develop an on-line version of the exam**
- **Improve the ISP certificate**
- **Review and finalize certification criteria**
- **Determine other sources of recognition**
- **Work toward obtaining professional accreditation**



Accomplishments

- **Reviewed core and elective exam questions for accuracy – due to new ISLs and implementation of JPAS/e-QIP**
 - **Rewrote and deleted some existing questions**
 - **Developed 39 new questions from recent ISLs, JPAS and e-QIP guidance**
 - **Revised master bank of questions now in place**



Accomplishments

- **Improved ISP Resources webpage**
 - **Separate reference sections for core exam and each elective**
 - **All references are open source material**
 - **Reviewed and edited the COMSEC/TEMPEST resource material for an improved presentation**
 - **Added a section on Preparing for the exam**



Accomplishments

- **Developed on-line exam**
 - **Version has 110 questions**
 - **Six versions of the exam to accommodate all possible combinations of 2 of the 4 elective subjects**
 - **Exam was beta-tested**
 - **24 have taken the on-line version with 20 passing**



Accomplishments

- **Developed a more sophisticated ISP certificate**
 - **Distributed the new certificate to all existing ISPs**



Accomplishments

- **Finalized the recertification program**
 - **Credit scheme is slightly different than originally conceived**
 - **Candidates must recertify every three years**
 - **Six (6) recertification credits are required**
 - **All requests for credits will be adjudicated by NCMS**



Accomplishments

- **Developed Recertification Credit Guide**
 - **Activities may qualify for credit under more than one professional certification**
 - **At least 50% of the credits must come from Educational Programs and Courses, Instruction, Speeches and Other Presentations, or Publications**
 - **The same activity may not be counted under more than one category**
 - **Documentation to support claimed credits is required**



Accomplishments

ISP RECERTIFICATION CREDIT GUIDE

(6 total credits required in three-year term)

Requirements:

- Candidates must recertify every three years by the last day of the month in which the candidate originally became certified.
- Six (6) recertification credits are required for recertification.
- All requests for credits to be used for recertification will be adjudicated by NCMS.
- Some or all of your activities may qualify for credit under more than one professional certification.
- No more than 50% of the claimed recertification credits can come from Membership and Voluntary Service activities. At least 50% of the credits must come from Educational Programs and Courses, Instruction, Speeches and Other Presentations, or Publications.
- The same activity may not be counted under more than one category. (For example, a presentation originally given orally cannot be published and counted both as a presentation and as a published article.)
- Documentation to support claimed recertification credits is required.

	Per Activity	Limit per term
1. Membership and Voluntary Service		
1.1 Membership in a chartered professional security organization (membership in only 1 organization can be counted per year)	.5	1.5
1.2 Volunteer service in a chartered professional security organization. <ul style="list-style-type: none"> Service as an elected member of the Board of Directors Service as an elected officer for a local chapter Active participation as a member of a National-level Standing Committee 	1.5 1 0.5	3
2. Educational Programs and Courses The topics must be relevant to the practice of industrial security, industrial security management, information security, or business management.		
2.1 Attendance at a chartered security organization's annual or other major conference of two and ½ or more days.	1.5	Unlimited
2.2 Successful completion of a course at an accredited college or university – including internet/distance learning, and CD-ROM or other self-study program that results in at least 3 college or university credit hours.	1.5 per course	Unlimited
2.3 Attendance at seminars, workshops, conferences, whether sponsored by the government, other security organizations, or local NCMS chapters	.25 per 4 hours of instruction	Unlimited
2.4 Successful completion of a self or group study program (as determined by passing the exam given) (e.g., DSSA courses, ISP Exam Prep Program)	1	Unlimited
2.5 Taking the exam and obtaining a security-related certification other than the ISP	1.5	Unlimited
3. Instruction, Speeches and Other Presentations The topics must be relevant to the practice of industrial security, industrial security management, information security, or business management.		
3.1 Teaching a course at an accredited college or university ¹	2 per course	Unlimited
3.2 Developing and presenting training as an instructor, speaker, or panelist (minimum of 1 hour presentation – credits given per presentation, not the number of times it is presented)	.5	Unlimited
3.3 Chapter or National-level study courses: <ul style="list-style-type: none"> Planning the entire study course including multiple meetings Mentoring students through a majority of the study course 	1.5 1	Unlimited
4. Publications The topics must be relevant to the practice of industrial security, industrial security management, information security, or business management.		
4.1 Authoring or co-authoring a book	3	Unlimited
4.2 Authoring an article published in the CM Bulletin (this does not include summaries of presentations given) or a recognized security journal	.5	Unlimited
4.3 Authoring a book review published in a recognized security journal	.5	Unlimited
5. Public Service	At discretion of NCMS	
6. Other Accomplishments	At discretion of NCMS	

¹ Contractually responsible for implementation of the program



Accomplishments

- **Developed Recertification Application form**
 - **Details support documentation required for each category**



Accomplishments

Industrial Security Professional (ISP) Recertification Application

Recertification must be accomplished every three years by the last day of the month of initial certification.

Name: _____

Mailing Address: _____

Phone: _____ E-Mail: _____

ISP Number: _____ Date Recertification Due: _____

Total Recertification Points Claimed: _____

1. Membership & Voluntary Service	Credits
Documentation for organizations other than NCMS is required.	

2. Educational Programs & Courses	Credits
Documentation is required (e.g., completion certificate, college transcript, other acknowledgement of attendance/completion, travel orders indicating course attendance, etc.).	

3. Instruction, Speeches & Other Presentations	Credits
Documentation is required (e.g., certificate/letter of appreciation or other acknowledgement from sponsor/host).	

4. Publications	Credits
Documentation for publications other than those appearing in the CM Bulletin is required (e.g., copy of the article from the publication, letter of acceptance for publication, payment from publisher, etc.).	

5. Public Service	Credits
Documentation is required (e.g., certificate/letter of appreciation, letter of appointment, etc.).	

6. Other accomplishments	Credits
Documentation is required.	

Have you ever:	Yes	No
a. Been arrested for a felony?		
b. Had a security eligibility denied, suspended, revoked, or terminated for cause?		

I certify that all statements/answers provided by me on this form are accurate to the best of my knowledge.

Signature _____ Date _____

Mail completed form to:
 NCMS, Inc. Attention: ISP Recertification
 994 Old Eagle School Road, Suite 1019
 Wayne, PA 19087





Accomplishments

- **Developed several recognition strategies**
 - **Improved presentation of ISP certificates to those passing the exam at the Seminar**
 - **Added this ISP-only workshop to the Seminar schedule**



Accomplishments

- **Not successful in obtaining accreditation of the exam**
 - **Original accrediting agency is defunct**
 - **Found other potential organizations, but must determine if relevant to ISP**
 - **Will work issue this coming year**



Additional Accomplishments

- **Developed the ISP Exam Preparation Program**
 - **11 lessons conducted via biweekly teleconferences**
 - **10 mentors for 6 teleconference sessions per lesson plus expert mentors for Ch. 8 and 10**
 - **210 candidates registered for the program**
 - **4 candidates have taken the on-line exam and passed**



Additional Accomplishments

- **Created an ISP e-mail alias (isp@classmgmt.com) for ease of sending important messages to all ISPs**
- **Posted a list of ISPs on-line**
 - Provides recertification date
- **Starting to see “ISP Desired” in candidate qualifications for job openings!**



2006 – 2007 Committee Objectives

- **Work to obtain accreditation for the exam**
- **Review COMSEC elective questions against the new requirements published in the new COMSEC manual and revise as necessary**
- **Review core and CI elective questions against the changes to the NISPOM and revise as necessary**



2006 – 2007 Committee Objectives

- **Conduct Exam Preparation Program starting in July 2006**
- **Review Exam Preparation Workbook against the changes in the NISPOM and revise as necessary**



2006 – 2007 Committee Objectives

- **Work with DSSA to see whether ISP can be considered part of Security Professional Education & Development (SPED) Program and Special Programs Security Certification (SPSC)**



Objectives Under Consideration

- **Develop a “sample test” and post it on-line for those considering taking the exam?**
- **Consider how to notify candidates of successful recertification:**
 - **Secondary certificate?**
 - **Letter?**
 - **E-mail?**



Objectives Under Consideration

- **Develop ISP subcommittees:**
 - Exam Prep Program subcommittee?
 - Item Development subcommittee?
- **Send letter to Security Directors to recommend the ISP as a consideration:**
 - Hiring new employees for upper level positions?
 - Employee goals?



Conclusion

Questions?

Suggestions?

New Committee Members?



Contact Information

- **Kathy Dolan**

Infinity Systems Engineering, Colorado Springs, CO

719.548.9712 x309

dolan@infinity.aero

- **Barbara Taylor**

Raytheon Company, El Segundo, CA

310.647.9527

bktaylor@raytheon.com