

Industrial Security Professional (ISP) Certification Committee Report

January 2009

Committee Members

- Priscilla Crawford, ISP – Co-Chair
- Barbara Taylor, ISP – Co-Chair
- Dr. Jim Hickok, ISP – Program Advisor
- Sharon Tannahill – NCMS Executive Director
- Karin Lee – Exam Generation & Maintenance
- Exam Review & Update Subcommittee
 - Cheryl Pelton, ISP
 - Joe Reuter, ISP (COMSEC elective)
 - Bohdan Stryk, ISP (Information Systems Security section)
- On-line Practice Exam
 - Leonard Moss, ISP – Lead
 - Patrick Dale, ISP
 - Ray Hair, ISP
- SPeD Comparison Subcommittee
 - David Bledsoe, ISP – Lead
 - Lisa Doman, ISP
- SAP Elective Subcommittee
 - Curt Kerrick, ISP – Lead
 - Patrick Dale, ISP
 - Gary Doss, ISP
 - Cindy Moiani, ISP
- Monitor ISP Web Page Subcommittee
 - Bill Uttenweiler, ISP – Web Master
 - Alycia Harris, ISP
- New Exam Questions Subcommittee
 - Pat Robbins, ISP – Lead
 - James Bailey, ISP
 - Debra Holtzclaw, ISP
 - Cathy Lybrand, ISP
 - Shona Nietzsche, ISP
 - Robin Smith, ISP
 - Polly Rupe, ISP
 - Jeanne Young, ISP
- Recertification Credit System Subcommittee
 - Dianne Raynor, ISP – Lead
 - Dotti Bitner, ISP
 - Alycia Harris, ISP
 - Conrad Hertzog, ISP
 - Hazel Martinez, ISP
- OPSEC Elective New Questions Subcommittee
 - James Bailey, ISP - Lead
 - Kat Boyer, ISP
 - Conrad Hertzog, ISP
 - Shona Nietzsche, ISP
- Exam Prep Program & Workbook Subcommittee
 - Bill Uttenweiler, ISP – Co-Lead, “EPP Workbook” Editor
 - Pat Robbins, ISP – Co-Lead, “EPP Workbook” Primary Editor
 - Dianne Walton, ISP – Co-Lead, “The Annotated NISPOM” Editor
 - James Bailey, ISP – Mentor
 - Kat Boyer, ISP – Feedback Evaluator

- Patrick Dale, ISP – Mentor
- John Dean, ISP – Mentor
- Liz Fant, ISP – Mentor
- Joe Fulco, ISP – Elective Mentor (OPSEC and Counterintelligence)
- Elaine Jennings, ISP – Mentor
- Wayne Lund, ISP – Elective Mentor (OPSEC)
- Hazel Martinez, ISP – Mentor
- Scott Minke, ISP – Elective Mentor (Intellectual Property)
- Cynthia Moiani, ISP – Mentor
- George Quin, ISP, CPP – Mentor, Ch. 10 SME
- Joe Reuter, ISP – Elective Mentor (COMSEC/TEMPEST)
- Erica Simmons, ISP – Mentor
- Rick West, ISP – Mentor, Ch. 8 SME
- Patty Williams, ISP – Workbook Contributor
- Jeanne Young, ISP – Mentor

Committee Objectives for the 2008 – 2009 Society Year

- Assist the ISP Accreditation Committee in obtaining accreditation
- Review and update the ISP exam, as necessary
- Implement the on-line practice exam
- Monitor development of the SPeD program
- Implement the SAP elective
- Monitor the ISP web page for currency
- Incorporate new questions into the exam
- Determine whether or not to change to Continuing Professional Education credits for recertification
- Continue to host and improve the Exam Prep Program

Committee Accomplishments for the Quarter

Exam Prep Program

- Completed Round #6 of the EPP with call #11 the week of 11/4/08.
- Receiving evaluations for Round #6 from candidates, which, to date, have been very favorable to the EPP and the mentors.
- Sent an e-mail to Round #6 candidates who neither took the exam nor registered for Round #7 to encourage them to participate again.
- Sent an announcement to the Chapter Chair Liaison for distribution for anyone interested to register for Round #7. To date, over 100 candidates have registered to participate and over 150 are expected to register.
- Round #7 will start the week of 2/2/09 with call #1A and end the week of 6/8/09 with call #11. All general and elective sessions have mentors assigned.
- Seven people passed the ISP exam in the last two months of 2008; six of them were EPP graduates.
- Collected \$360 for the sale of 24 EPP workbooks.

General

- Received signed Confidentiality & Conflict of Interest Agreements from all ISP Certification Committee members and forwarded to NCMS Headquarters for retention.
- Received resumes from a majority of the Committee members and forwarded to Jim Hickok as part of the requirement for accreditation.
- Revised the Lifetime Certification and the Recertification Lapse policies in accordance with BoD comments and sent them to the BoD for approval. These were finalized for inclusion in the ISP Certification Manual and submitted with the accreditation package. They have not yet been posted on the ISP web page.
- Assisted with making other necessary changes to the ISP Certification Program Manual for accreditation purposes.

- Sent the SAP elective questions to Karin Lee who put them into formal exam language. Reviewed her changes against the original and the JAFAN 6/0 to ensure they did not change the meaning of the question. Revised one question that had a weak incorrect answer choice. Sent the final questions to Karin to maintain the master and to Sharon Tannahill to put online for beta testing.
- Reviewed the SAP Exam Prep Program Workbook section generated by the SAP Elective Subcommittee and compared the questions to the questions for the exam. Requested revision of two of the questions due to their similarity to items in the exam questions.
- Obtained two volunteers to act as beta testers for the SAP elective, still looking for more.
- Learned that a new OPSEC Joint Publication (3-13.3, dated 6/29/06) had replaced our existing primary reference for the OPSEC elective (Joint Publication 3-54, dated 1/24/97). Instigated a review of the OPSEC elective questions by our SME, Bohdan Stryk to ensure existing questions and answers are still correct. Created a new subcommittee, under the leadership of James Bailey, to develop new OPSEC elective questions from the revised OPSEC Joint Publication and two new references, DoD OPSEC Directive (5205.2, dated 3/6/06) and Manual (5205.2-M, dated 11/21/08)) that were recently discovered.
- Reviewed the proposed new exam and practice exam questions against current exam questions to ensure that none were too similar and, therefore, not useable.
- Began compilation of current questions to be revised/deleted, new exam questions to be added to the exam, and final selection of practice exam questions.
- Conducted periodic reviews of the ISP web page to ensure links are still active. Changed links found to be not working.
- Made several other updates to the ISP web page, including posting the call schedule for the EPP Round #7, updating the Mentors for the EPP, posting the new resources on the Test Sources & Study References page.
- Assisted with determining whether several applicants were qualified to take the test or not and whether some activities qualified for recertification.
- Fielded a question from a test candidate about being provided the questions missed on the exam. The answer provided was that, for numerous reasons, we cannot provide candidates with copies of the questions missed.
- Fielded a question from a former DSS Rep as to whether DSS training and certification would be accepted as an alternate to taking the ISP exam. The answer provided was that this would not be considered in lieu of taking the exam.
- Provided answers to several people with questions on recertification.

Planned Activities

- Generate the Lifetime Certification request form and a recertification lapse notification letter.
- Finalize the online practice exam questions and put them online.
- Have the beta testers take the new SAP elective to validate the questions.
- Determine how to validate the new exam questions.
- Review the new OPSEC elective questions and incorporate the new questions into the old OPSEC questions that will be retained.

Respectfully submitted,

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Priscilla Crawford, ISP

Barbara Taylor, ISP, CPP

Co-Chairs