

# Industrial Security Professional (ISP) Certification Committee Report

June 2007

## Committee Members

- Priscilla Crawford, ISP – Co-Chair
- Barbara Taylor, ISP – Co-Chair
- Dr. Jim Hickok, ISP – Program Advisor, Accreditation
- Sharon Tannahill – NCMS Executive Director
- Karin Lee – Exam Generation & Maintenance
- Bill Uttenweiler, ISP – Lead Mentor, Exam Prep Program
- Pat Robbins, ISP – Lead Mentor, Exam Prep Program
- Cal Stewart, ISP
- Crystal Chambers, ISP – Mentor, Exam Prep Program Round #3
- Bernard Chevalier, ISP
- Lugdy Cueva, ISP
- Patrick Dale, ISP – Mentor, Exam Prep Program Round #3
- John Dean, ISP – Mentor, Exam Prep Program Round #3
- Liz Fant, ISP – Mentor, Exam Prep Program Round #3
- Ray Hair, ISP
- Elaine Jennings, ISP – Mentor, Exam Prep Program Round #3
- Hazel Martinez, ISP – Mentor, Exam Prep Program Round #3
- Paul Michaels, ISP –
- Cynthia Moiani, ISP – Mentor, Exam Prep Program Round #3
- Leonard Moss, ISP
- Cheryl Pelton, ISP – Exam Review/Update team member
- George Quin, ISP – Mentor, Exam Prep Program Round #3
- Joe Reuter, ISP – SME for COMSEC
- Bodhan Stryk, ISP
- Patricia Williams, ISP – Mentor, Exam Prep Program Round #3

## Committee Objectives for the 2006 – 2007 Society Year

- Begin the process to obtain official accreditation for the ISP certification.
- Work with DSSA to ensure that the ISP certification is considered part (not technically, but conceptually and effectively) of the Security Professional Education & Development Program (SPED) (currently in development) or an equivalency.
- Review the core exam question against the changes published in the February 2006 NISPOM and update the questions and the answer reference paragraphs as necessary.
- Review the COMSEC elective questions against the COMSEC section in the Feb. 2006 NISPOM and the revised COMSEC Manual (NSA 3-16, dated 8/5/05) and update the questions as necessary.
- Review the Exam Preparation Program Workbook against the changes published in the Feb. 2006 NISPOM and update as necessary.
- Ensure that the ISP website is current, relevant, and includes all useful information.
- Determine how to notify ISPs that claimed recertification points have been accepted and they have been recertified for the next three years
- Develop a sample test that prospective applicants can take on-line to evaluate their level of preparedness for taking the exam.
- Develop new core exam questions.

## Committee Accomplishments for the Quarter

### Accreditation (Jim Hickok)

- ISP Accreditation has been made a separate committee and will provide a separate report.

### Exam Prep Program

- Completed Round #3 of the Exam Prep Program with call #11 taking place the week of June 11.
- About 20 of the participants have fallen behind and have decided to delay taking the test, so they plan to re-enroll in Round #4.
- Two candidates who went through the Program took the on-line test in May before the shutdown and passed.
- Round #4 of the Exam Prep Program will begin the week of July 9 and end in late October 2007. Bill Uttenweiler provided an article for publication in the CM Bulletin advertising the program and its value to test candidates. Most of the Program mentors who taught Round #3 will return for Round #4.

### General

- Completed the review of all ISP exam sections and all four electives. Made numerous changes, including
  - updated the NISPOM reference citation for many of the correct answers;
  - revised numerous questions;
  - deleted outdated questions;
  - wrote new questions to be included in the exam.
- Conducted this review section by section and provided the revisions to Karin Lee to update the master exam. The Committee Chairs would like to acknowledge the tremendous assistance with this effort that we received from Cheryl Pelton and Joseph Reuter.
- Sent the new recertification seals to all ISPs who had recertified before the seal design was finalized and printed.
- Received the tabulation of the ISP Survey. Bill Uttenweiler wrote a summary of the results for publication in ????? (Not sure this has appeared in print yet...checking with Sharon)
- Provided an article for the March/April CM Bulletin on the sunset date of the old NISPOM-based on-line exam (18 May 2007) and when the new NISPOM-based on-line exam would be available (NLT 1 August 2007).
- Maintained contact with Gussie Scardina of DSSA as important ISP exam references were removed then added back then removed from the DSS website. One of the most important references, as it is a source of some of the exam questions, is the Customizable Security Guide, a product developed by PERSEREC. Currently this is not on the DSS website due to technical difficulties. DSS is working to determine and correct the problem. If they cannot, NCMS has offered to host the product on the open website, if no technical difficulties arise. It is important that ISP exam candidates have this reference material easily available to them.
- Continued to add new reference material to the ISP webpage as new sources of ISP question/answer material is discovered.
- Worked with Sharon on several issues, including questions on recertification of several members and whether activities submitted for recertification should or should not be counted for recertification points and whether a candidate did/did meet the experience qualification requirement.
- Worked with Sharon, Jim Hickok, and Karin Lee when it was recognized that there may be other possible questions (other than the situation where half-credit is given for answering one of a pair of correct answers) that have answer choices that might deserve half-credit. This issue is on-going and will be resolved in the near future with a decision/plan of action.
- Developed the presentation for the ISP Program update given at the Seminar.

### Planned Activities

- Review the new master against the changes provided to ensure all were incorporated into the master.
- Distribute ISP survey results.

Respectfully submitted,

//signed//

Priscilla Crawford, ISP  
Barbara Taylor, ISP, CPP  
Co-Chairs