

# Industrial Security Professional (ISP) Committee Report

September 2005

## COMMITTEE MEMBERS

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

## COMMITTEE OBJECTIVES

- Develop an on-line version of the ISP exam
- Review the ISP exam to ensure all questions/answers are accurate and relevant, considering new guidance, processes, and systems
- Ensure that the ISP web site is current, relevant, and includes all useful information
- Update and improve the ISP certificate
- Determine other potential sources of recognition for ISP holders
- Determine the steps necessary to obtain official accreditation for the ISP certification
- Review recertification criteria and determine if any changes should be made
- Determine the feasibility of developing a cyber track of the ISP test

## COMMITTEE ACCOMPLISHMENTS

- Sharon, working with our selected vendor, Thomson-Prometrics, is about ready to beta test the on-line version of the exam. This version will have 110 questions (11 each from 9 core subjects + 1 additional question from Personnel Security and 5 questions each from 2 preselected electives). There will be 6 versions of the exam to accommodate all possible combinations of 2 of the 4 elective subjects. The first beta test with a small group of 3 – 4 folks will take place the last week in Aug. They will provide feedback and this will give Sharon a chance to fix problems before the 2<sup>nd</sup> group of beta testers takes the exam, and provides feedback.
- Kathy and Barbara are in the process of reviewing the current exam questions (core questions first then elective questions) for accuracy and relevancy in the light of new ISLs, policies, and implementation of JPAS/e-QIP which have come into play since the development of the exam. Four sections of the core examine have been reviewed and update/change recommendations have been provided to Karin Lee.
- The committee has drafted approximately 50 new questions from recent ISLs and the JPAS and e-QIP gateways to broaden the test content and ensure all relevant sources of information are included. These questions will be reviewed after the review of the existing test bank of questions is completed. The plan is to have this completed in time to include some of these questions in the June 2006 exam.
- The committee has completed a major revision of the ISP References page. It now shows separate reference sections for the core exam questions and the four electives. Each reference is open source material (not material posted on the NCMS Members Only page), and the link provides a pop-up window to the reference. The page also provides a list of free government classes that might be beneficial. Additional references are linked that were not previously available, making the list more complete and useful. Finally, the Reference page provides a section on Preparing for the ISP exam with links to the ISP test-taking tips and information about the ISP Exam Preparation course which will begin in January 2006. Thanks to Bill Uttenweiler for doing a majority of this work!

- Reviewed COMSEC/TEMPEST reference material provided by Derek Herring, a COMSEC specialist, and worked with him to edit the material for a more professional presentation. (Current questions on the COMSEC/TEMPEST elective come from the original version of this material.)
- The committee is considering a suggestion to provide a sample exam on-line. This would include about 15 questions pulled from the current core exam. These questions would be permanently removed from the exam. Providing a sample exam would allow people studying for the exam to gauge their level of preparation and practice their test-taking skills.
- Worked on developing a new more sophisticated/elegant ISP Certificate. Obtained a bid from a vendor to print the certificates with gold seals. Developed a proposed layout and verbiage. The cost of the vendor will be discussed at the Sept. BoD meeting.
- Sharon posted a list of current ISPs, their ISP #, Chapter, and recertification date on the ISP web page. A suggestion was made to include deceased ISPs in this listing and this has been done.
- Considering a suggestion to create an ISP e-mail alias ([isp@classmgt.com](mailto:isp@classmgt.com)) to facilitate e-mail communications to certified ISPs.
- Considering numerous other suggestions to improve the program, provide credit to ISP certificate holders, and increase the value of obtaining an ISP certificate.

#### **PLANNED ACTIVITIES**

- Obtain accreditation procedures/requirements from Jim Hickok and move forward on obtaining accreditation for our certification.
- Complete the review/updating of the core and elective questions.
- Print and send new Certificates to existing ISPs.
- Review the draft exam questions; submit accepted questions to Karin for addition to the test.
- Determine whether sample test is a good idea; coordinate with Karin to remove selected questions from the exam.
- Discuss other suggestions as they are brought up and implement as needed.

Respectfully submitted,  
 //signed//  
 Kathy Dolan, ISP, CPP  
 Barbara Taylor, ISP, CPP  
 Co-Chairs