

Industrial Security Professional (ISP) Certification Committee Report

January 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 & Original Workbook Author/Editor
- Pat Robbins, ISP – Lead Mentor, Exam Prep Program & Workbook Rewrite Author/Editor
- Cal Stewart, ISP – Lead Mentor, Exam Prep Program
- Crystal Chambers, ISP – Mentor, Exam Prep Program
- Bernard Chevalier, ISP – Mentor, Exam Prep Program
- Lugdy Cueva, ISP – Mentor, Exam Prep Program
- Patrick Dale, ISP – Mentor, Exam Prep Program & Workbook Rewrite Author
- John Dean, ISP – Mentor, Exam Prep Program
- Liz Fant, ISP – Mentor, Exam Prep Program
- Ray Hair, ISP – Mentor, Exam Prep Program
- Elaine Jennings, ISP – Mentor, Exam Prep Program
- Hazel Martinez, ISP – Mentor, Exam Prep Program
- Paul Michaels, ISP –
- Cynthia Moiani, ISP – Mentor, Exam Prep Program
- Leonard Moss, ISP – Mentor, Exam Prep Program & Workbook Rewrite Author
- Cheryl Pelton, ISP – Mentor, Exam Prep Program & Workbook Rewrite Author
- George Quin, ISP – Mentor, Exam Prep Program & Workbook Rewrite Author
- Joe Reuter, ISP – Exam Prep Workbook Author
- Bodhan Stryk, ISP – Mentor, Exam Prep Program & Workbook Rewrite Author
- Patricia Williams, ISP - Exam Prep Program Workbook Rewrite Author

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)

- Signed the contract to proceed with the ISP Accreditation process with ANSI.

Exam Prep Program

- Round #2 of the ISP Exam Prep Program was successfully completed just before Thanksgiving 2006. Recording the calls for make-ups and do-overs proved a popular feature for the candidates.
- Published an article on the ISP Exam Prep Program Update covering the changes from Round #1 to Round #2 for publication in the Nov/Dec 2006 issue of the CM Bulletin (Bill Uttenweiler).
- Completed the rewrite of the Exam Prep Program Workbook. It is still being edited, but will be ready for full release to Round #3 candidates soon.
- Released the Workbook chapters on the elective subjects to the Round #2 candidates.
- Conducted a survey at the end of the program to determine why so many were not planning on taking the exam during the 30 days after completion. The overwhelming answer was "too busy." Almost all survey participants cited increased workload on the job as the reason behind not taking the exam at this time. A number of the candidates who didn't take the exam have signed up for Round #3 of the Exam Prep Program.

General

- Sent an e-mail to all ISP Certification Committee members to obtain leads for the tasks that need to be done this year. Have not yet assigned tasks to be done, but George Quin volunteered to do the coordination with DSSA.
- Reviewed 6 of the 9 sections of the core exam (Cheryl Pelton, Priscilla Crawford, Barbara Taylor) (both primary and variant questions) and submitted changes on 4 of the sections to Karin for updating the master. Most of the changes were to the referenced NISPOM paragraph or ISL for the correct answer, but some questions had to be eliminated or revised due to new NISPOM requirements.
- Launched the new ISP Program website (<http://www.ncms-isp.org/>) that is available from the NCMS website. Bill Uttenweiler is the web master. This site combines the content previously available only from the NSMC website with the Exam Prep Program material that had previously been available from the Channel Islands Chapter website. A new page on the site contains "Testimonials" that provide examples of how the ISP certification (and studying for the exam) has positively impacted each individual's professional life.
- Reviewed the links to the DSS website that are on the ISP website Test Sources & Study References page. Realized that numerous links no longer connect to the desired DSS materials. Sent a message to Kevin Jones of DSSA for assistance in locating the material on the DSS website or determining that it has been removed for updating. Received a response back from Gussie Scardina. Will update the ISP page by removing links for material that is not currently available and providing different links for material that is located elsewhere on the DSS website.
- Updated the "Annotated 2006 NISPOM" document on the ISP website to include ISL 2006-01.

Planned Activities

- Continue work on accreditation process.
- Continue the review of the exam questions against the changes in the Feb. 2006 NISPOM with the goal to have all questions reviewed and revised as necessary for implementation NLT the Annual Training Seminar in June 2007. The elective exam questions must also be reviewed to ensure currency of the information. Need to select ISPs who are subject matter experts to accomplish this task.
- Determine whether or not to establish a new method of distributing the Workbook to Exam Prep Program candidates that will not involve printing and mailing.
- Send renewal certificates to those ISPs who have recertified.

Respectfully submitted,

//signed//

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