

Industrial Security Professional (ISP) Certification Committee Report

March 2008

Committee Members

- Priscilla Crawford, ISP – Co-Chair, Exam Review/Update Team
- Barbara Taylor, ISP – Co-Chair, Exam Review/Update Team
- Dr. Jim Hickok, ISP – Program Advisor,
- Sharon Tannahill – NCMS Executive Director
- Karin Lee – Exam generation & maintenance
- Cheryl Pelton, ISP – Exam Review Subcommittee
- Joe Reuter, ISP – Exam Review Subcommittee (COMSEC elective only)
- Bohdan Stryk, ISP – Exam Review Subcommittee (Information Systems Security section only)
- Leonard Moss, ISP – Lead, On-line Sample Test Subcommittee
- Ray Hair, ISP – On-line Sample Test Subcommittee
- David Bledsoe, ISP – Lead, Comparison with SPeD Subcommittee
- Lisa Doman, ISP – Comparison with SPeD Subcommittee
- Curt Kerrick, ISP – Lead, Develop SAP Elective Subcommittee
- Gary Doss, ISP – Develop SAP Elective Subcommittee
- Pat Robbins, ISP – Lead, Generate New Exam Questions Subcommittee
- Cathy Lybrand, ISP – Generate New Exam Questions Subcommittee
- Robin Smith, ISP – Generate New Exam Questions Subcommittee
- Dianne Raynor, ISP – Lead, Research Recertification Credit System Subcommittee
- Dotti Bitner, ISP – Research Recertification Credit System Subcommittee
- Paul Michaels, ISP, CPP, PSP – Research Recertification Credit System Subcommittee
- Bill Uttenweiler, ISP – Co-Lead, Exam Prep Program & EPP Workbook Editor
- Pat Robbins, ISP – Co-Lead, Exam Prep Program & EPP Workbook Primary Editor
- Dianne Walton, ISP – Co-Lead, Exam Prep Program & Annotated NISPOM Editor
- Patrick Dale, ISP – EPP Mentor, Develop Sample On-line Test and Develop SAP Elective Subcommittees
- John Dean, ISP – EPP Mentor
- Liz Fant, ISP – EPP Mentor
- Elaine Jennings, ISP – EPP Mentor
- Hazel Martinez, ISP – EPP Mentor, Research Recertification Credit System Subcommittee
- Cynthia Moiani, ISP – EPP Mentor, Develop SAP Elective Subcommittee
- George Quin, ISP – EPP Mentor, Ch. 10 SME
- Jeanne Young, ISP – EPP Mentor, Generate New Exam Questions Subcommittee

Committee Objectives for the 2007 – 2008 Society Year

- Develop a “sample test” which can be posted on-line for those considering taking the exam.
- Compare/contrast the ISP certification with the SPeD certification(s).
- Examine the feasibility of creating a SAP elective for the exam.
- Ensure the ISP Test Sources and Study References page is up to date.
- Develop new test questions for inclusion in the exam.
- Research the feasibility of revising recertification credits to be in line with what ASIS and other organizations are doing with Continuing Professional Education credits.

Committee Accomplishments for the Quarter

Exam Prep Program

- Started Round #5 the week of February 26 with 164 people registered to participate.
- Continued to send out weekly information regarding each of the weekly teleconferences.
- Fielded questions about the program and other ISP-related issues.
- New ISPs continue to credit the EPP as being of great assistance to them in passing the on-line exam.
- Submitted \$900 to NCMS for 60 Exam Prep Program Workbooks (\$15 each).
- Sent out congratulatory notices to ISP candidates who passed the exam and solicited test tips from them.

General

- Sent out several e-mails to all ISPs requesting volunteers to help achieve the Committee objectives for the year. Succeeded in getting volunteers to lead and staff all of the objective subcommittees.
- Responded to an inquiry on the use of the term "Board Certified Security Manager (ISP)". Explained that this would not be appropriate as NCMS does not technically have an ISP Certification Board.
- Assisted Sharon in determining whether an applicant had sufficient experience to take the exam.
- Bohdan Stryk advised that he will have completed his review of the Information Systems Security exam questions by early May. This will allow time for any changes to be input into the master exam in time for the seated exam given at the Seminar.
- Leonard Moss advised that his subcommittee would have a draft of the online sample test for review by the end of March.
- David Bledsoe advised that the SPeD program has not yet been released by DSSA, so his subcommittee is on hold.
- The other three subcommittees (Develop SAP Elective, Generate New Exam Questions, and Research Recertification Credit System) have just begun their tasks. Some may need to go into the following NCMS year to be completed.
- Provided proposed updates/changes to the NCMS Bylaws and Policies & Procedures Manual on the ISP Certification Committee to the Secretary for consideration.
- Provided materials to establish an ISP Certification Committee folder on the FTP site. The materials will assist the next ISP Certification Committee Chairs in getting up to speed on committee history and future activities.
- Posted the Recertification Tips article in the Recertification section of the ISP web page.
- Posted the ISP Certification Program Manual and the ISP Proctor Instructions on the ISP home page.

Planned Activities

- Post the following documents on the NCMS website or the ISP web page:
 - On-line Testing Instructions
 - Proctor Affirmation Form
- Complete the review of Information Systems Security questions and provide revisions/deletions/additions needed to Karin Lee by mid May 2008.
- Update the ISP Certification Program Manual with specifics about lifetime certification.
- Review the exam questions in light of a new briefing from DOHA on the Industrial Security Clearance Due Process.
- Revise the NCMS Annual Training Seminar attendance certificate to reflect the hours of training the individual received to better comply with recertification requirements for the ISP and CPP certifications.

Respectfully submitted,

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Priscilla Crawford, ISP

Barbara Taylor, ISP, CPP

Co-Chairs