



July 2019 – June 2020

ISP® Certification Program Review

Dianne Raynor, ISP®; ISP® Program Co-Chair
Carla Peters-Carr, ISP®; ISP® Program Co-Chair

Agenda



- Committee Organization
- ISP® Code of Ethics
- Policy Changes
- Program Enhancements
- Accomplishments
- ISP® Award
- Accreditation
- Sub-Committee Reports
- Looking Forward
- Volunteer Recruitment

ISP® Program Committee



ISP® Certification Committee

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Sharon Tannahill
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Code of Ethics



- ISP®s and ISP® candidates must always demonstrate the highest levels of professional behavior and integrity, which includes, but is not limited to these characteristics:
 - Act in an honest, forthright, and dependable manner.
 - Follow and enforce all applicable security laws, regulations, orders, rules, policies, and procedures.
 - Safeguard classified and proprietary information at all times.
 - Place national security above all other work priorities.
 - Maintain proficiency in the appropriate security fields.
 - Assist fellow security professionals who are in need.
 - Balance security needs with operational and research requirements.
 - Refrain from negative actions such as starting rumors, making slanderous statements, and embarking on character assassination.

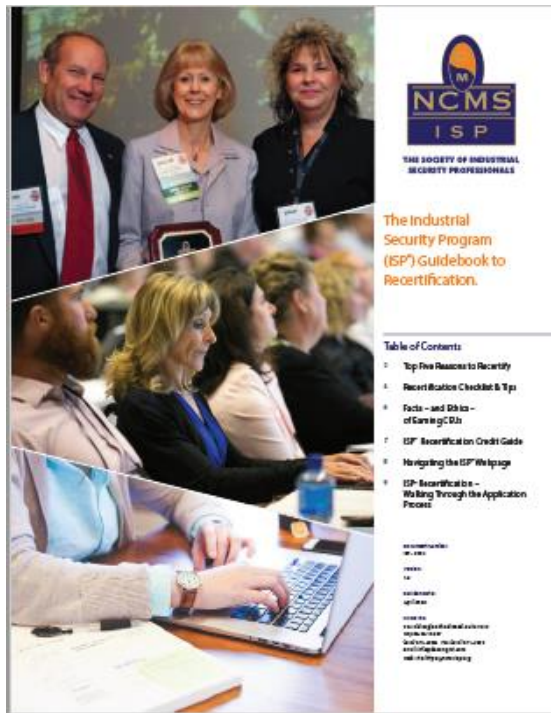


Policy Changes



There were no policy changes during this board year.

Program Enhancements



- Consolidated multiple recertification documents into a single Recertification handbook, ISP-6024.
- Launched a new exam Forms E & F which eliminated the five electives and added the Special Security Information (SSI) section.
- Created a new Beta Test checklist ISP-6034.



7/2019 – 6/2020 Accomplishments



- Completed Confidentiality and Conflict of Interest (CCOIs) for the new board year.
 - ISP® Committee
 - All ISP®s
 - All beta testers
- Maintained 398 active ISP®s.
- Obtained 2019-2020 program ANSI Accreditation.
- Completed the annual program review and presented to President Kaohi.
- Completed a 100% review of all test questions for content validity.
- Conducted a beta test of questions revised for content changes due to policy changes and statistical problems (i.e., too easy, too difficult, not correlating to overall performance).
- Maintained the roster of volunteers subject to the two-year ban between EPP, Beta testers, and ISP® Committee participation.
- Completed a post-exam survey and reviewed the responses.



7/2019 – 6/2020 Accomplishments



- Continued publishing the *Insights* Newsletter.
- Continued activities, reports, and assessments to assure a successful ANSI Review and Accreditation.
- Developed a strategic plan for growing the program.
- Increased presence in social media.
- Reviewed and updated the Job Analysis (JA).
- Reviewed and replaced JPAS questions for continuing validity, given the ongoing transition to DISS. *(Note that JPAS is still the system of record.)*

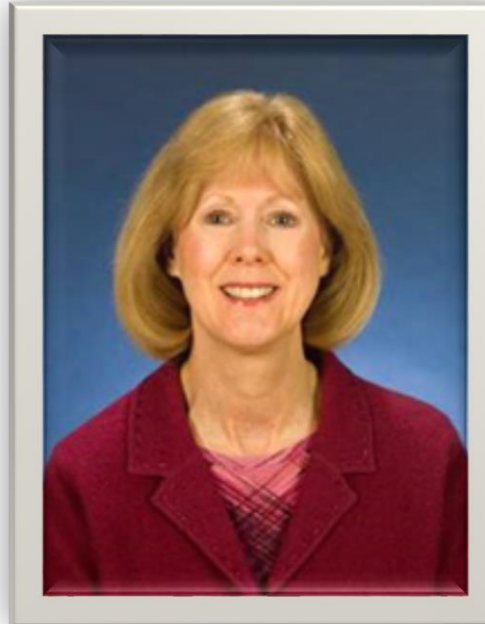


James N. Hickok ISP® Award



The James N. Hickok Industrial Security Professional Award requires the recipient to have maintained the ISP® certification for a minimum of four consecutive years and must have been an ISP® at the time of the contributions to the program. The award is given to an ISP® based on extraordinary or unique contributions made to the ISP® program, and nominees must meet a minimum of two criteria in order to be considered.

Barbara Taylor, ISP® #136 is a true pioneer of the Industrial Security Program (ISP®). Her contributions to a program that was designed to bring recognition to the many industrial security professionals throughout the country. Some of these include serving as Chair of the ISP® Exam Generation Subcommittee, ISP® Certification Chair, ISP® and proctoring the actual exam. Barbara was recognized for her many contributions to the society as a recipient of the NCMS Presidential Award in 2009. She also served as a member of the NCMS Board of Directors. Her demonstrated knowledge, skills, and abilities as an ISP® make Barbara truly worthy of the James N. Hickok ISP® Award.



NCMS

The Society of Industrial Security Professionals

2020 Dr. James N. Hickok
Industrial Security Professional® Award

Ms. Barbara Taylor, ISP®
Pacific Northwest Chapter

“for many years of dedicated service to the Society, for dedicated leadership to the ISP® Certification Program,
facilitating the approval, development, and implementation of the ISP® Certification – we could not have done it without you!”

Program Accreditation



#0860

ISO/IEC 17024

Personnel Certification Program

- Completed a thorough review of over 40 ISP® Program documents.
- Completed a thorough review of the ISP® Website.
- Assisted the Accreditation Committee with all documentation.
- Identified and corrected 11 non-conformances and one preventative action.
 - Administrative corrections that were all completed as part of the overall program review.

7/2019 – 6/2020 Accomplishments (continued)



Published articles in the *Bulletin*

- September/October 2019: *ISP® Exam Format Changing in January 2020*
- November/December 2019:
 - 1) *Why Recertify?*
 - 2) *The Facts and Ethics of Earning CEUs*
- March/April 2020: *Appropriate Use of the ISP® Logo*

ISP® CORNER

APPROPRIATE USE OF THE ISP® LOGO

By Dotti Bitner, ISP®, Channel Islands Chapter



NCMS developed the ISP® Certification Program because the Society recognized a need to focus specifically on the needs of Industrial Security Professionals and provide an avenue to recognize individuals who have achieved a standard of excellence in the field of industrial security.

- Act in an honest, forthright, and dependable manner.
- Follow and enforce all applicable security laws, regulations, orders, rules, policies, and procedures.
- Safeguard classified at all times.
- Place national security above all other work priorities.
- Maintain proficiency in the appropriate security fields.
- Assist fellow security professionals who are in need.
- Balance security needs with operational and research requirements.
- Refrain from negative actions such as starting rumors, making slanderous statements, and character assassination.

Security Professional (ISP®) Certification originally accredited by the American Institute (ANSI) in 2013 and re-

ISP® CORNER

THE FACTS AND ETHICS OF EARNING CEU

By Jim Massaro, ISP®, Alamo Chapter

Remember this? "Membership in the NCMS is a privilege and with it comes the expectation of professional and ethical behavior by all Society members. As NCMS members, we must never forget that conducting business ethically requires much more than merely complying with the laws, rules, and regulations that govern our business. Overall common sense and good judgment should rule the day in our decisions."

ISP® CORNER

WHY RE-CERTIFY?

By James R. Bailey, Jr., ISP®, Emerald Coast Chapter

ISP® EXAM FORMAT CHANGING IN JANUARY 2020

The Industrial Security Professional (ISP®) Certification examination, as it is currently formatted, will change in January 2020. Currently, the exam consists of 110 questions. One hundred of these questions are from the core part of the exam and are taken mostly from the NISPOM and the DAAPM. The core topics of the exam cover Security Administration, Document Security, Information Systems Security, Physical Security, Personnel Security, International Security, Classification, Security Education, and Assessments and Security Audits. Ten of the questions currently come from two elective topics, chosen by the candidate from the five electives available, which are Special Access Program Security, Counterintelligence, COMSEC/

Other changes to the exam in 2020, as well. Candidates new to the exam, based on DAAPM 2.0 and the PSMO-I agency names DCSA and VROC. Finally, security have been updated to terms required to be taken within

If you have been studying taking the exam, and you format, you have through exam as it is currently structured format, then you should the exam. No matter when

After obtaining an Industrial Security Professional® (ISP®) certification and coming to the end of a three-year certification cycle, a member must make the decision whether to recertify or let their certification lapse. It is my opinion that every ISP® should recertify and here is why:

In July 2008, I successfully passed the ISP® exam and earned my certification, culminating a quest I had initiated in June 2007 when I decided to seek certification and joined the Exam Prep Program (EPP) in Round 4, which ran from July - November 2007. It was challenging and unlike anything I had ever attempted

NCMS BULLETIN

8/20/2020

NCMS



7/2019 – 6/2020 Accomplishments (continued)



Developed and published two issues of the ISP® *Insight* September 2019 and April 2020

ISP® INSIGHTS NEWSLETTER

Volume 5 Issue 1



ISP® Insights

From the Editor (page 1)
Welcome New ISP®s (page 1)
Chair's Corner (page 2) – James
Encourage Other ISP®s to Recertify (page 2) – James
Bailey ISP®
Superstar Security Team (page 3) – Conrad C. Hertzog Jr.
ISP®
De-Mystifying Accreditation (page 4) – Tanya C. Matthews
ISP®
ISP® Certification Committee (page 5)
Editor: lisa.m.doman.civ@gmail.com

It's Not Nice to Point
but let's do so, anyway!

From the Editor

The NCMS 55th Annual Training Seminar in St. Louis this summer was home to the ceremonies honoring the respected and awesome achievements of our members. Congratulations to our fabulous NCMS members - James N. Hickok Industrial Security Professional; Karen Brown ISP®.

NCMS Society Award: Sasha Hawkins, Jan Hoffman, Karen Kitts, ISP®, Amy Orzechowski, ISP®, Debra Sjobahl, and Michael Stoutenburg.

NCMS Industrial Security Award: Raymond DuVall, Amber Elliott, Kimberly Mannell, Salvatore Urbano, and David Webb.

Mentoring Recipients included Karen Kitts ISP®, with the Capital Region receiving the chapter level award with seven pinned mentors: Patricia Brokawik ISP®, David Deventer, Franklin Broderick, Brittany Schindler, Melanie Shipley, Michelle Surphin ISP®, and Sherry Wildman ISP®.

Fifty-One James S. Cogswell Award recipients were honored this summer, and a shout-out to our very own NCMS Board of Director Ms. Hazel Martinez ISP®, Director of Security, MZA Associates Corporation, Albuquerque, NM, along with her team Jessica Kamm, AFSSO/ISSO and William Boucher, ISSM.

American comedian Milton Berle once said, "If opportunity doesn't knock, build a door," and this is what our award recipients did. Our congratulations are warmly extended to our colleagues, along with our heartfelt appreciation for your dedication and hard work - the ISP® community is very proud of you!



Welcome New ISP®s!

We are proud to acknowledge and welcome our newest ISP®s joining the ranks of over 650 NCMS Industrial Security Professionals (ISP®s).

Congratulations new ISP®s!

Name	ISP®	Chapter
Alexander ISP® Connell	0667	Chapter 61 - WDC
Chapman ISP®, James	0670	Chapter 3 - Capital Region
Grumbles ISP®, Jennifer	0669	Chapter 7 - Greater Dallas/Fort Worth
Rogers ISP®, Whitney	0668	Chapter 31 - Valley of the Sun



ISP® Insights - The Newsletter for the NCMS, Inc. ISP® Community
FOR ISP® DISTRIBUTION ONLY

ISP® INSIGHTS NEWSLETTER

Volume 5 Issue 2



ISP® Insights

From the Editor (page 1)
Co-Chair's Corner (page 1)
New ISP®s (page 2)
Recertification Updates (page 2)



Social Distancing and the ISP®

From the Editor

NCMS Industrial Security Professionals (ISP®s) are a group of individuals strong enough to withstand adverse conditions - we extend grace and encouragement to others remembering that everyone is under increased stress right now. Most of us are teleworking, cut off from the social activities we know: separated from our colleagues, sometimes our families, and generally from our friends. People are social creatures and rather than encouraging the phrase "social distancing," let's embrace a new phrase I heard mentioned today - "physical distancing." While we are mentally and emotionally coping with the changes due to COVID-19, we need to take care of ourselves by working to maintain social connections - so - try to drop into a friend's inbox or text to take advantage of keeping in touch through technology. Just reach out with a "Thinking of you and wondering how you are doing."



Dianne Raynor ISP®

Greetings ISP® Community!

It has been some time since our last publication. We are in a new year with new challenges and amid these times of uncertainty, we do have some exciting news!

1. The new exam without the five electives is expected to launch in April 2020 or as soon as Prometric test centers reopen to the public. The exam is still 110 questions and two hours. For details, click <https://ncms-isp.org/index.php>. Unfortunately, due to the COVID-19, Prometric has closed their test centers until further notice. Please don't let this deter those considering the exam! Check the website for real-time updates on the test centers.
2. The annual ANSI Assessment preparation is well underway. We are ahead of last year's schedule and



Carla Peters-Carr ISP®

Co-Chair's Corner
Dianne Raynor ISP®
and
Carla Peters-Carr ISP®
Certification Committee
56th NCMS Board of Directors
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Thanks to Lisa Doman, ISP® our editor!

Certification Sub-Committee

Sheri Escobar, ISP® Chair



- Reviewed and updated Certification tri-folds and documents.
- Responded to requests for information regarding certification qualifications and testing requirements.
- Reviewed resumes of applicants and potential applicants to verify qualifications.
- Exploring initiative to partner with NCMS chapters without ISP®s or an ISP® committee to support ISP® requirements.



Recertification Sub-Committee

Karen Brown, ISP® Chair



- Co-presented with Jim Massaro one Recertification and CEU WebEx session on October 11, 2019.
- Reviewed and updated documents and tri-folds.
 - Recertification Tips
 - Recertification Checklist
 - Recertification Quick Reference Guide
 - Recertification Credit Guide
 - Recertification Brochure
- Created a new Recertification Handbook combining several of the documents and trifolds plus three articles.
- Completed 101 recertification packages between July 2019 and June 2020.



Exam Generation Sub-Committee

Rhonda Peyton, ISP® Chair



- Conducted a review of the exam master bank of questions for validity against policy changes/updates.
- Reviewed the Prometric analysis of combined test results data from the 2018 and 2019 Form C exam administration.
 - Generated the ISP Prometric Analysis Report 2018-2019 spreadsheet to document questions flagged as too easy/too difficult/don't correlate and the actions to be taken to resolve issues.
- Conducted the 2019 beta test to determine if changes to questions had the desired impact and generated the Beta Test Analysis spreadsheet to track accepted and rejected revisions to questions.
- Determined the former elective questions to be retained after the elimination of electives and created a new exam section for them called "Special Security Information" or SSI.
- Produced the January 2020 Exam Master with all questions revisions that passed the beta test, eliminating previous elective questions, and adding the new SSI section questions.
- Produced the ISP® Exam Question Status as of 01/20 to track the use of question on exam forms E & F.
- Updated all exam question tracking documentation (i.e., the Exam Revision Master, Exam Update Summary spreadsheet, and the Exam Question References spreadsheet).
- Developed and presented a slide presentation on *Reaching Your Goal of Becoming an ISP®* on 05/12/20 to the NCMS Pacific North West Chapter.

CEU* Sub-Committee

Jim Massaro, ISP® Chair



- Reviewed approximately 103 training agendas and programs from Chapters, other security agencies, formal training agencies, and individuals for CEU award determination.
 - 10% return for more information or documentation!
- Co-presented one WebEx session for Recertification and CEUs.
- Assisted chapter chairs with describing the process and criteria of self-assigning up to two CEUs for chapter meetings.
- Determined CEUs for the WebEx Brown Bag training sessions.
- Responded to numerous phone requests for CEU determinations.
- Assisted in developing the new ISP® Recertification Handbook.

Our mission is to attain the maximum CEUs per training session within the appropriate accreditation requirements.



New Questions Sub Committee

Christine Burnside, ISP® Chair



- Added a cyber/Risk Management Framework (RMF) Subject Matter Expert (SME) to the sub-committee.
- Assisted with new questions resulting from government policy changes.
- Generating new ISSP exam questions on new systems/applications (DISS, NISS, eAPP, eMASS, NCAISS, NCSS) and SEAD 4-8.



Looking Forward



FUTURE

- Identify strengths and vulnerabilities of the program.
- Create actionable items for overall growth and enhancement of the ISP® Program.
- Anticipate the impact Conforming Change 3 on the exam.
- Finalize and implement a new Lifetime Certification.
- Create and complete the five-year Job Analysis Survey.
- Identify an ISP® Individual in each chapter as part of the 'Year of the Chapter' initiative.
- Assess the feasibility and logistics for a practice exam.

Volunteer Recruitment



Are you volunteering?

ISP[®]s support national and chapter committees in a wide variety of ways.

We can match your passion to a great opportunity!

You earn CEUs for your ISP[®] recertification and help build a stronger program!

Volunteer: We need you!!

Committee Volunteer Opportunities:

- 1) Job Analysis (JA) annual review
- 2) Beta Testers
- 3) Subject Matter Experts (SMEs)
- 4) New Exam Questions for the National Industrial Security System (NISS), Defense Industrial Security System (DISS), and NISP Contracts Classification System (NCCS).

NOTE: Committee Lead contacts you, submit resume, and then selection



For more information . . .



For more information or to contact the current committee members, click the ISP[®] graphic or paste <https://ncms-isp.org/> into your browser.





**This concludes the
July 2019 – June 2020
ISP[®] Certification Program Review**
