



# 2021 – 2022 ISP<sup>®</sup> PROGRAM REVIEW

Liz Fant, ISP<sup>®</sup> Certification  
Committee Co-Chair

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Committee Co-Chair



# AGENDA



- |   |                                 |    |                                       |
|---|---------------------------------|----|---------------------------------------|
| 1 | Committee Organization          | 6  | 2021 ISP <sup>®</sup> Award Recipient |
| 2 | ISP <sup>®</sup> Code of Ethics | 7  | ANAB Accreditation                    |
| 3 | Policy Changes                  | 8  | Subcommittee Updates                  |
| 4 | Program Enhancements            | 9  | Looking Forward                       |
| 5 | Accomplishments                 | 10 | Volunteer Recruitment                 |

# ISP® PROGRAM COMMITTEE

**VISION:** MAINTAIN AN EFFECTIVE  
AND VALUED PROFESSIONAL  
CERTIFICATION PROGRAM.

**PURPOSE:** (ISP® CERTIFICATION PROGRAM  
MANUAL)  
1. PROVIDE RECOGNITION OF THE  
PROFESSIONAL TRAINING AND  
QUALIFICATIONS OF EXPERIENCED  
PRACTITIONERS OF INDUSTRIAL AND  
GOVERNMENT SECURITY.

2. PROVIDE GUIDELINES FOR  
MAINTAINING UP-TO-DATE  
KNOWLEDGE WITHIN THE  
PROFESSION.



# 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 CHANGE

## CEU Award Modification

- Changed minimum attendance time for one (1) CEU award from 50-minutes to 45-minutes
- Implemented .5 CEU award for qualifying training that is 30 minutes in length



# Program Enhancements

## Streamlined the Oversight Committee

Combined four subcommittees into three. Combining the Certification & Recertification subcommittees into one provides a more efficient structure.

## Job Analysis Survey

Executed the five-year Job Analysis Survey. Developed and published Job Analysis Report that will be an integral part of the exam baseline.

## Updated ISP® History In Work

After several years of being placed on hold, the ISP® History update was initiated and will be released during 59<sup>th</sup> BoD year.



# 6/2021 – 6/2022 ACCOMPLISHMENTS

- Maintained 361 active ISP®s.
- Obtained 2021-2022 program ANAB Accreditation.
- Completed Confidentiality and Conflict of Interest (CCOIs) for the 58<sup>th</sup> board year (ISP® Committee and all beta testers).
- Completed the annual program review and presented to President Lynn Burns, ISP®.
- 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 restricted roster of volunteers subject to the two-year restriction. between the EPP, beta testers, and ISP® Exam Questions Subcommittee participation.
- Completed the 2021 exam candidate survey and analyzed responses for program effectiveness and enhancements.
- Continued to use the ISP® Certification Community for on-line collaboration, resources, and announcing newly awarded certification recipients.

# 6/2021 – 6/2022 ACCOMPLISHMENTS CONTINUED

- Combined the Certification and Recertification Subcommittees into one Certification Subcommittee for streamlined operations.
- Implemented a monthly ISP® Listing that is distributed to chapter chair leadership.
- Presented the ISP® workshop at 58<sup>th</sup> Seminar in Minneapolis.
- Presented NCMSLive WebEx events for Recertification and CEU training.
- Developed an Exam Testing Taking Tips presentation for delivery in 59<sup>th</sup> BoD year.
- Continued activities, reports, and assessments to assure a successful ANAB Accreditation.
- Distributed a condensed the five-year Job Analysis (JA) survey, performed analyses, and formal report used to baseline 1 Sep 2022 exam.
- Implemented ISP® Lifetime Designation. *Note:* the designation was discontinued by 58<sup>th</sup> BoD.
- Published *Insights* Newsletters: Oct 2021 & Mar 2022.



# 2022 JAMES N. HICKOK INDUSTRIAL SECURITY PROFESSIONAL® (ISP®) AWARD RECIPIENT



**DIANNE RAYNOR, ISP®**  
**ISP® #14**

**DURING HER EXTENSIVE TENURE SUPPORTING THE ISP® COMMITTEE, DIANNE RAYNOR, ISP® HAS BEEN AN INTEGRAL PART OF THE ISP® CERTIFICATION PROGRAM. THROUGH HER LEADERSHIP AND PASSION FOR THE ISP® CERTIFICATION PROGRAM, SHE HAS BEEN A KEY CONTRIBUTOR IN ENSURING THE SUCCESS OF THE ISP® CERTIFICATION PROGRAM AND ITS ACCREDITATION!**

**DIANNE HAS DONE IT ALL AND IS VERY DESERVING OF THIS VERY SPECIAL AWARD!**

- **SHE WAS INVOLVED WITH THE DEVELOPMENT AND IMPLEMENTATION OF THE ISP® CERTIFICATION WHILE SERVING ON THE BoD. HER ISP® NUMBER IS FOURTEEN (14), MAKING HER AN ISP® PIONEER,**
- **SHE SERVED AS THE ISP® RECERTIFICATION SUBCOMMITTEE CHAIR FOR SEVERAL YEARS. A KEY ACTION ACCOMPLISHED DURING HER TENURE WAS WORKING THE TRANSFER FROM RECERTIFICATION "UNITS" TO THE CURRENT CONTINUING EDUCATION UNITS (CEUs).**
- **DIANNE SERVED AS THE ISP® CERTIFICATION PROGRAM VICE CHAIR (JUN 2014 - JUN 2015).**
- **DIANNE SERVED AS THE ISP® CERTIFICATION PROGRAM CHAIR AND THEN CO-CHAIR FROM JUNE 2015 TO JUN 2021.**
- **UPON HER DEPARTURE FROM THE NCMS BoD, SHE SERVED AS AN ADVISOR TO THE ISP® CO-CHAIRS FROM JUN 2021 TO DEC 2021. IN JAN 2022, DIANNE TRANSFERRED TO THE ACCREDITATION COMMITTEE WHERE SHE CURRENTLY SERVES.**

**CONGRATULATIONS DIANNE!**



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ISP® 2021-2022 Program Review

# PROGRAM ACCREDITATION



- Completed a thorough review of over 60 ISP® Program documents for ANAB Year 4 Internal Audit & ANAB Surveillance.
- Completed a thorough review of the ISP® Website for accuracy.
- Provided the Accreditation Committee with all ANAB required documentation.
- Supported pre-assessment actions and attended one-day virtual ANAB audit (Aug 2021).
- Committee Members:
  - Tanya Matthews, ISP®, Accreditation Chair
  - Debbie Young, ISP®, Vice Chair
  - Nicole Malbone, ISP®
  - Dianne Raynor, ISP®

# SUBCOMMITTEE UPDATES

1

Certification Subcommittee

2

Exam Questions Subcommittee

3

CEU Review Subcommittee

# CERTIFICATION SUBCOMMITTEE

## ACCOMPLISHMENTS

- Continued marketing the ISP® Program.
- Presented *Why Become an ISP®* at 58<sup>th</sup> National Training Seminar.
- Presented *Recertification and CEU via NCMSLive*.
- Answered questions from exam candidates regarding the program.
- Answered questions from ISP®s regarding recertification.
- Created a slick sheet pertaining to ISP® Program.
- Supported the Annual ISP® Internal Audit that supports ANAB's Accreditation Surveillance Audit.
- Briefed NCMS Chapter Chairs on Recertification and CEU credit.
- Updated CEU FAQs and website updates.





# EXAM QUESTIONS SUBCOMMITTEE

## ACCOMPLISHMENTS

- Reviewed all questions on the existing exam master (dated Jan 2021 and based on the NISPOM).
- Updated questions as necessary resulting in revised question content, updated reference citations, and new questions to comply with the CFR NISPOM.
- Prepared and analyzed the results of the 12/21 – 1/22 beta test to determine which question revisions could be used on the new exam.
- Reviewed the Prometric Analysis Report for 2021 Test Results and revised questions that tested either too easy, too hard, or as not correlating well.
- Conducted a review of the Job Analysis Survey results and developed a report to present the findings (previously done by psychometrician consultants).
- Determined the number of questions from each exam topic which would appear on the new exam based on the findings of the Job Analysis Survey (previously done by psychometrician consultants).
- Determined the specific questions from each exam topic which would appear on the new exam forms G and H (previously done by psychometrician consultants with some input from the subcommittee).
- Prepared and analyzed the results of the 2022-01 emergency “mini” beta test with 5 questions that had to be significantly revised or totally rewritten when the government cancelled the old ISLs on which these questions were based.
- Reviewed and updated the ISP® Exam Maintenance Policy document.
- Developed the ISP® Exam Question Acronym listing to ensure candidates are aware of the acronyms used in the exam which will no longer be spelled out.
- Developed the ISP® Exam Test Sources and Study References online listing for the new Sep 2022 exam and updated the listing for the current exam.
- Produced requisite documentation for beta testing events, Exam Prometric Update Master, Job Analyses reports, and the Prometric Analysis Report.



# CEU SUBCOMMITTEE ACCOMPLISHMENTS

- Provided continuous responses and assistance to CEU inquiries from both ISP® and non-ISP® individuals.
- Presented the ISP® *Recertification and CEU Presentation* via NCMSLive.
- *Bulletin* article published, *CEU 101*.
- Revision and republishing of the *Ethics of CEU Attainment*.
- Briefed NCMS Chapter Chairs on CEU and Recertification credit.
- Updated CEU FAQs and website updates.

# LOOKING FORWARD

- Release the new exam 1 Sep 2022.
- ~~Continue marketing the ISP® Lifetime Designation.~~ (Note: The ISP® Lifetime Designation was discontinued during 59<sup>th</sup> BoD and no longer applicable.)
- Continue marketing to increase the number of ISP® recipients.
- Prepare for the 20<sup>th</sup> Anniversary of ISP® Certification in 2024.



# VOLUNTEERS

## *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!

**Make A Difference**



**We need you!!**





# TAKE YOUR CAREER TO THE NEXT LEVEL

Are you ready to take your career to the next level? You are a vital part of protecting industrial security, and your role is critical within your organization. Earning the ISP® certification enhances YOUR credibility as a security professional. Join the growing number of certified professionals by visiting <https://ncms-isp.org>!

The certification is ANSI/ANAB accredited.



NCMS

KMP

FSO

NCMS LIVE!

EPP

ISP®



ENHANCE YOUR CAREER TODAY AT  
**NCMS-ISP.ORG**

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# 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.





# THANK YOU!

THIS CONCLUDES THE  
JULY 2021 – JUNE 2022  
ISP® CERTIFICATION  
PROGRAM REVIEW

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