ISP Program Update
June 2008 – Foxwoods Resort, CT

ISP Committee

- **Priscilla Crawford, ISP – Co-Chair & exam review/update**

- **Barbara Taylor, ISP – Co-Chair & exam review/update**

- **Jim Hickok, ISP – Certification program advisor & Chair, ISP Accreditation Committee**

- **Karin Lee – Exam generation & maintenance**

- **Sharon Tannahill – On-line exam administrator, application & recertification credit application review**

ISP Committee

- **Exam Review Subcommittee**
  - **Cheryl Pelton, ISP (Entire Exam), Joe Reuter, ISP (COMSEC elective), Bohdan Stryk, ISP (Information Systems Security section)**

- **On-line Practice Exam Subcommittee**
  - **Leonard Moss, ISP (Lead), Patrick Dale, ISP, Ray Hair, ISP,**

- **Comparison with SPeD Subcommittee**
  - **David Bledsoe, ISP, Lisa Doman, ISP**

ISP Committee

- **SAP Elective Subcommittee**
  - Curt Kerrick, ISP (Lead), Gary Doss, ISP, Cynthia Moiani, ISP, Patrick Dale, ISP

- **New Exam Questions Subcommittee**
  - Pat Robbins, ISP (Lead), Cathy Lybrand, ISP, Robin Smith, ISP, Jeanne Young, ISP

- **Recertification Credit System Subcommittee**
  - Dianne Raynor, ISP Dotti Bitner, ISP, Paul Michaels, ISP, Hazel Martinez, ISP

ISP Committee

- **Exam Prep Program**

  - **Bill Uttenweiler, ISP – Lead ISP Mentor, ISP page web master**

  - **Pat Robbins, ISP – Co-Lead ISP Mentor, editor Prep Program Workbook**

  - **Dianne Walton, ISP – Co-Lead ISP Mentor, editor "The Annotated NISPOM"**

      - **Patrick Dale, ISP; John Dean, ISP; Liz Fant, ISP; Joseph Fulco, ISP; Elaine Jennings, ISP; Hazel Martinez, ISP; Cynthia Moiani, ISP; George Quin, ISP; Jeanne Young, ISP – Mentors**

2007-2008
Objectives & Accomplishments

- **Develop an on-line "sample test" for candidates to use as practice**

  - **Provided subcommittee with master exam question format**

  - **Developed 30 questions taken from the NISPOM and ISLs**

  - **Revised some questions to cover the various question formats in the master exam**

    - **Reviewed the proposed practice exam questions against master exam questions to ensure none were too similar**

- **Compare/contrast ISP certification with the SPeD certifications**

  - **Objectives:**

    - **Determine potential improvements for the ISP Program**

    - **Determine whether an ISP certification could count for some level of competency within the SPeD certification**

  - **DSSA had originally announced SPeD for September/ October 2007 implementation**

    - **Still not available as of May 2008**

- **Examine the feasibility of creating a SAP elective for the exam**

  - Provided subcommittee with master exam question format

  - Developed 22 questions from the JAFAN 6/0 Manual and provided the paragraph references for the correct answers

  - Developed sample questions for the practice exam and a list of definitions and references

2007-2008
Objectives & Accomplishments

- **Ensure the ISP Test Sources and Study References web page is up to date**

  - **Made numerous changes due to the revision of the DSS website**

  - **All links are now current**

- **Develop new test questions for inclusion in the exam**

  - **Provided subcommittee with master exam question format**

  - **Generating new questions**

- **Research the feasibility of revising recertification credits to be in line with what ASIS and other organization are doing with Continuing Professional Education (CPE) credits**

  - **Developed spreadsheet with data on the recertification requirements of other security professional certifications:**

    - **CPP, PSP, PCI, CFE, CISSP, GIAC, CBCP, CFCP, MBCP**

- **Review the master test question bank (core and elective questions) and make revisions as necessitated by new/revised guidance**

  - **Reviewed the master test question bank following the inclusion of revisions resulting from the 2006 NISPOM changes**

  - **Validated questions missed by a number of June 2007 exam candidates**

    - **Made only minor revisions for clarity**

- **Review the master test question bank (core and elective questions) and make revisions as necessitated by new/revised guidance**

  - **Monitored implementation of new/revised guidance**

  - **Reviewed exam to remove any questions based on the Smith Amendment, which was replaced by the Bond Amendment**

  - **Reviewed and updated the Information Systems Security section based on ISL 2007-01**

Conduct the Exam Prep Program

- This voluntary program is related to, but separate from, the ISP Certification Program. It is an informal program, run by ISPs, that is designed as a method of assisting candidates in preparing for taking the ISP Certification Examination. This program does not provide "answers" to the ISP Examination questions. Rather, it provides a structured approach to studying, a platform for discussions that will assist the candidate in confirming the accuracy of their knowledge, and test-taking tips.

- From the ISP Certification Program Manual

2007-2008 Objectives & Accomplishments

- **Conduct the Exam Prep Program**

  - **Continues to be well received by candidates**

  - **Conducted Round #4 in August – November 2007**

  - **Conducted Round #5 February – June 2008**

  - **Made program improvement:**

    - **Offered two optional calls on electives (CI and OPSEC) lead by Joseph Fulco, ISP**

- **Conduct the Exam Prep Program**
  - Updated the Program's two publications to incorporate changes necessitated by ISL 2007-01:
    - **EPP Workbook (available in softcopy for $15)**
      - **Generated over $1000 in "sales" income this year**
    - **Annotated NISPOM**
      - **Available on the ISP Certification EPP Downloads web page and is not just for use by EPP students or ISPs**

- **Other accomplishments:**
  - **Sent e-mail to ISPs clarifying recertification issues**
  - **Implemented the on-line test proctoring process, a requirement for accreditation**
    - **Developed ISP Proctoring Instructions document**
    - **Revised the Recertification Credit Guide to allow points for proctoring an exam**
  - **Posted finalized documentation on the ISP web page**

- **Other accomplishments:**
  - Developed formal cover pages with a copyright notice for ISP Certification documentation
  - Drafted an ISP Recertification Lapse policy and an ISP Lifetime Certification policy for inclusion in the ISP Certification Manual once finalized/approved
  - Revised the NCMS Policies & Procedures Manual sections on the ISP Certification Committee to document current practice
  - Drafted an SOP for the ISP Certification Committee

Assist the ISP Accreditation Committee in obtaining accreditation of the ISP Certification program from ANSI

- Develop and review documentation as needed

- May take several years to complete

- ASIS just recently obtained certification for the certifications it offers

- **Implement the on-line practice exam**

  - **Finalize the practice exam question bank**

  - **Determine the cost to implement the practice exam and obtain budgetary approval from BoD**

  - **Advertise the availability of the practice exam and keep statistics on usage**

  - **Conduct reviews of the practice exam questions and make revisions necessitated by new/revised guidance**

- **Monitor development of the SPeD program**

  - **Following implementation:**

    - **Compare SPeD to the ISP Certification Program**

    - **Work with DSSA to see if possession of an ISP Certification will provide credit toward upper level SPeD certifications**

- **Implement the SAP elective**

  - Review the new SAP elective questions to ensure proper formatting, etc.

  - Determine a process for and validate the proposed SAP elective questions

  - Conduct reviews of the elective questions and make revisions necessitated by new/revised guidance

2008-2009 Objectives

- **Monitor the ISP web page to ensure it is current**
  - Post any revised ISP Certification Program and Exam Prep Program documentation
  - Test the Test Sources & Study References links to ensure they are not broken
  - Coordinate with DSS/DSSA to ensure the availability of reference material

- **Incorporate new questions into the exam:**

  - **Review the questions to ensure proper formatting, etc.**

  - **Review against current exam questions and eliminate new questions that are too similar to existing questions**

  - **Determine a process for and validate the proposed new questions**

- **Determine whether or not to change to Continuing Professional Education (CPE) credits for educational activities**

  - **Analyze the data provided on recertification requirements for other professional certifications**

  - **Determine whether this makes a difference for accreditation**

  - **Update ISP Recertification Credit Guide and other documentation, as necessary, if change is made**

- **Review the master test question bank (core and elective questions) and make revisions necessitated by new/revised guidance**

  - **Stay current on changes to the NISPOM, ISLs, DSS guidance, laws, EOs, DoD & ISOO directives, Adjudicative Guidelines, etc.**

  - **Revise, delete or add questions as necessary**

  - **Seek new ISP volunteers and SMEs to assist with this effort for "specialty" areas**

- **Continue the Exam Prep Program**

  - Conduct Rounds #6 (July – November 2008) and #7 (February – June 2009)

  - Review/update the EPP Workbook as necessary based upon new/revised guidance

  - Update the Annotated NISPOM as necessary based upon publication of new ISLs

- **Continue the Exam Prep Program**
  - **Make changes for program improvement**
    - **Make "Searching the Annotated NISPOM" instructions a separate lesson that is offered early in the program**
    - **Continue and possibly expand the optional calls on electives topics**
  - **Seek new volunteer mentors as needed**

Conclusion

Questions?

Suggestions?

New Committee Members?

We do need your help!

Contact Info

Priscilla Crawford
Raytheon Company, Falls Church, VA
703.204.6418
Crawford@rayva.org

Barbara Taylor
Raytheon Company, El Segundo, CA
310.647.9527
bktaylor@raytheon.com

Bill Uttenweiler
The Aerospace Corporation, Cape Canaveral AFS, FL
321.853.6666
William.L.Uttenweiler@aero.org