



NCMS[®]

ISP[®] Certification
Annual Program Review
June 2014 – National Harbor, MD



ISP® Certification – 10th Anniversary





ISP® Code of Ethics



- **ISPs and ISP® candidates must always demonstrate the highest levels of professional behavior and integrity, which includes, but is not limited to, the characteristics listed below.**
- **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.**



ISP® Committee



Liz Fant, ISP® - ISP® Certification Committee Chair

Kat Madden, ISP® - ISP® Certification Committee Vice-Chair

Subcommittees & Chairs

- **Certification - Bill Uttenweiler, ISP®**
- **Recertification - Dianne Raynor, ISP®**
- **CEU Review – Jim Massaro, ISP®**
- **Exam Generation – Barbara Taylor, ISP®**
- **Exam New Questions – Patricia Robbins, ISP®**

- **Jim Hickok, ISP® – Certification Program Advisor and Chair, ISP® Accreditation Committee**

- **Sharon Tannahill – Online exam administrator; application & recertification application administrator**
 - ** EPP- Cynthia Moiani, ISP® (under E&T Committee)
 - ** TAN - Dianne Walton, ISP® (under E&T Committee)



ISP® Certification Metrics



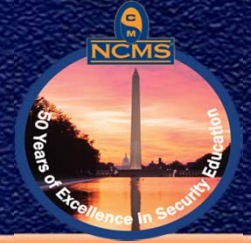
ISP® Program Metrics

(Note: previously reported displayed in red)

● Total Current Number:	424	397
● Recertified since June 2013:	104	136
● Not recertified since 2004:	95	66
● Not recertified since June 2013:	24	16
● June 1, 2013 – June 1, 2014		
- Number of test candidates	89	90
- Number passed the exam:	53	57
- Number not passed the exam:	31	33
- Number passed exam on retest:	1	4
- Number not passed exam on retest:	4	3



2013 - 2014 Accomplishments



- **Major Accomplishment:**
 - **ANSI Accreditation Received**
 - **27 September 2013**
 - Already seeing increased interest within Corporations due to Accreditation award
 - Increased respect and pride for ISP® recipients



2013 - 2014 Accomplishments



- **Continued to Grow Subcommittees:**
 - Certification
 - Recertification
 - CEU Review
 - Exam Generation
 - Exam New Question
- **Began assigning vice chairs to the Subcommittees and Accreditation Committee**



2013 - 2014 Accomplishments



- **Continuing Education Unit (CEUs)**
 - Reviewed 79 training agendas and programs from Chapters, other security agencies, formal training agencies and individuals for CEU award determination. *Have reviewed over 200 agendas and programs since Jan 2012!*
 - Reviews accomplished within a one to two day timeframe



2013 - 2014 Accomplishments



- **Completed beta testing from 2013 exam database review and generation of new questions**
 - 21 volunteers participated in the beta testing
- **Assisted candidates to determine whether experience qualifications were met to take the exam**
- **ISP® 10th Anniversary recognition**
 - Designed a 10th Anniversary coin that will be presented to each current ISP® during 2014
 - Developed the ISP® Pioneer presentation to honor those that were instrumental in the foundation of the ISP® beginnings
 - Gathered testimonials for Bulletin article and filler throughout the rest of year. All testimonials to be posted on website.



2013 - 2014 Accomplishments



- **Completed ISP® Annual Surveillance to meet ANSI Standards**
 - Random selection of a minimum of 5% of current ISPs®
 - Used only to validate sustained effective Industrial Security performance and high standards of the ISP® Certification
 - Validation Option 1: Confirmed by DSS Vulnerability Assessment results
 - Redacted cover letter showing a minimum Satisfactory rating



2013 - 2014 Accomplishments



- **Completed ISP® Surveillance (continued)**
 - **Validation Option 2: Manager or client does an affirmation of acceptable performance and standards per the ISP® Code of Ethics**
 - **Validation results are filed in ISP® recipient's file folder; no personal or company identification is released**
 - ***Note: Currently working on a process for those selected in an unemployed status...more to come!***



2013 - 2014 Accomplishments



- Continued to monitor the ISP® web page for accuracy and currency
- Continued to provide guidance and clarifications on obtaining the ISP® Certification and Recertification
- Began working on an ISP® Buddy program to assist Chapters with establishing and maintaining an ISP® Committee



2013 - 2014 Accomplishments



- **Branding of the ISP[®] Trademark**
 - **ISP[®] is a registered trademark (public notice of NCMS' claim of ownership of the mark)**
 - **NCMS' exclusive right to use the trademark and ensure proper usage**
 - **Branding of the trademark: posted on the ISP[®] website, ISP[®] documentation, signature lines, etc.**
 - **Adds recognition to the ISP[®] Program and those that hold the ISP[®] Certification**
- **Ensure the ISP[®] trademark is not improperly used**



2013 - 2014 Accomplishments



- **Articles in the Bulletin on Certification, Recertification, CEUs, Fee Increases, Accreditation, and other related topics**
- **Added relevant Past Bulletin articles to the website**
- **Conducted a survey to solicit ISP® proctor volunteers**
- **Enhanced existing ISP® documentation and created new documents as needed to support ANSI requirements**
- **Began developing online system for examination and recertification applications. Expected operational date is summer 2014**



2013 - 2014 Accomplishments



- **Advertised that sample representative exam questions are available upon request from National HQ. This helps the candidate get the feel of examination and helps them better prepare for the examination process.**
- **Sent survey to determine why recertification was not completed; major reasons was retirement and career changes. Will continue to determine why recertification not accomplished and encourage recertification.**



Program Revisions



- **ISP® fees increased effective 31 Mar 2014**
- **Effective 31 March 2014**
 - Exam fee NCMS members \$275
 - Exam fee non- members \$400
 - Retest fee NCMS members \$140
 - Retest fee non- members \$200
 - Recert fee NCMS members \$ 75*
 - Recert fee non- members \$125

*** No fee change for recertification**



CEU History



- **Transition to CEU as of 1 Jan 2012**
 - Aligned NCMS' ISP® recertification point system with the industry standard of CEUs
 - Aligned the recertification process to meet or exceed the ANSI Accreditation standard
- **Status**
 - Well established, minimal effort and very positive results



Ways to Obtain CEUs



- **NCMS National Annual Training Seminar or similar Industrial Security training events (Industrial Security includes areas such as Industrial Security Management, Information Security, etc.) [Fees vary]**
- **CDSE / STEPP Courses [Free]**
- **IOSS OPSEC [Free]**
- **Company security-related courses [Free]**
- **Committee work at local or national levels [Free]**
- **NCMS National Brown Bags via WebEx (attendee or presenter) [Free]**
- **Serving as a Mentor for Local Chapter or National level [Free]**
- **Chapter training [Portion is Free]**
- **Chapter seminars [Generally reduced fees]]**
- **Membership/participation in other security organizations [Varied costs]**
- **Writing Industrial Security articles, example an article for the Bulletin**

Notes:

- **Presentations must be at least 50 minutes to qualify for the one hour = one CEU**
- **See the Recertification Credit Guide for a comprehensive CEU credit list**
http://www.ncms-isp.org/documents/Recertification_Credit_Guide.pdf
- ***Business-related courses do not apply towards CEU credit***



CEU Highlights



- Updated the ISP® Certification handbook and other associated documentation to reflect CEU changes
 - Chapter Chairs can issue a maximum of 2 CEUs for Chapter meetings that qualify. There must be a training presentation that is an Industrial Security related topic presentation that lasts at least 50 minutes
- Communicated CEU information
 - Wrote articles for the *Bulletin*
 - Posted information on the ISP® website
- Recommendation – send any training / documentation that needs CEU determination to get CEU award review at the earliest possible date...do not wait until recertification is under way



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 to assist candidates in preparation for 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 a refresher on test taking strategies.



Exam Prep Program



- **Workbooks were reviewed and updated in Jan 2014**
- **CDs with workbook are available for purchase at the NCMS seminar store for the first time (2014)**
- **Extension of the EPP to the local Chapter Study Groups**
 - **Managed and operated by the Chapter**
 - **Use the EPP workbook as a resource**
 - **Attendees register to obtain EPP workbook**
 - **Created documentation to assist the Chapters in establishing and conducting the study groups**



Exam Prep Program



- Round #18 begins on 7 July 2014
- EPP Workbook Order form located at http://www.ncms-isp.org/documents/Workbook_Order_Form.pdf



Chair Contact Information



Name	Chair Assignment	eMail
Liz Fant, ISP®	ISP® Committee Chair & ISP® Executive Subcommittee Member	Liz.fant@charter.net
Kat Madden, ISP®	ISP® Committee Vice-Chair	
Jim Hickok, ISP®	Accreditation Committee Chair & ISP® Executive Subcommittee Member	jnhickok2@gmail.com
Jim Massaro, ISP®	ISP® CEU Review Subcommittee	jmassaro@satx.rr.com
Cindy Moiani, ISP®	Exam Preparation Program (EPP) Subcommittee (Reports to the Education and Training Committee)	cmoiani@mitre.org
Dianne Raynor, ISP®	ISP® Recertification Subcommittee	Dianne.m.raynor@boeing.com
Pat Robbins, ISP®	ISP® Exam New Questions Subcommittee	pat.robbins@cubic.com
Barbara Taylor, ISP®	ISP® Exam Generation Subcommittee Chair & ISP® Executive Subcommittee Member	walla2bruin@yahoo.com
Bill Uttenweiler, ISP®	ISP® Certification Subcommittee	William.L.Uttenweiler@aero.org
Dianne Walton, ISP®	The Annotated NISPOM (TAN) Subcommittee (Reports to the Education and Training Committee)	dianne.walton@ngc.com



Volunteer List

ISP® Committee



James Bailey, ISP®

Dotti Bitner, ISP®

Kat Madden, ISP®

Karen Brown, ISP®

Patrick Dale, ISP®

Kathy Dolan, ISP®

Lisa Doman, ISP®

Liz Fant, ISP®

Anthony Finklea, ISP®

Ray Hair, ISP®

Jim Hickok, ISP®

Debra Holtzclaw, ISP®

Russell Jones, ISP®

Tania Leppert, ISP®

Frank Maguire, ISP®

Hazel Martinez, ISP®

Jim Massaro, ISP®

Cheryl Pelton, ISP®

Dianne Raynor, ISP®

Patricia Robbins, ISP®

Lenita Roberts, ISP®

Russell Rixmann, ISP®

Barbara Taylor, ISP®

Bill Uttenweiler, ISP®

Michael Warren, ISP®

Note: Kathy Dolan, ISP® until April 2014 at which time she accepted the Accreditation Vice Chair position.



Volunteer List

ISP® Beta Testers



Patricia Brokenik, ISP®
Kyle Barton, ISP®
Christine Burnside, ISP®
Steve Chambers, ISP®
Kenneth Chaney, ISP®
M. Clasen, ISP®
Clayton E. Fox, III, ISP®
Neil Fox, ISP®
Michael Garza, ISP®
David Greene, ISP®

Kathryn Hare, ISP®
Kaila Henderson, ISP®
Nissa Kunkel, ISP®
Mark Mondazzi, ISP®
Kara Monroe, ISP®
Jeff Predmore, ISP®
Cindy Nestlerode, ISP®
Dean Patrocinio, ISP®
Tom Roukey, ISP®
Sheryl Wildman, ISP®
Debbie Young, ISP®



Volunteer List

EPP & TAN



John Dean, ISP®

Gretchen Harper, ISP®

Tim Haynes, ISP®

Elaine Jennings, ISP®

TJ Knight, ISP®

Laurel Lloyd, ISP®

Wayne Lund, ISP®

Hazel Martinez, ISP®

Jim Massaro, ISP®

Margaret McLemore, ISP®

Cindy Moiani, ISP®

Amy Orzechowski, ISP®

Carla Peters-Carr, ISP®

George Quinn, ISP®

Laura Rodowsky, ISP®

Robin Smith, ISP®

Bodan Stryk, ISP® ®

Dianne Walton, ISP®

Richard West, ISP®

Melissa Whitely, ISP®

Jeannie Young, ISP®

Committee Co-Chairs: Sheryl Daniels, ISP®

Charles Talley, ISP®



Volunteer List



**ISPs® are supporting committees
at the National and local level.**

Are you volunteering?

If not, please consider getting involved.

**Not only do you get CEU Awards for ISP®
Recertification,**

**it helps build a stronger program at the local and
National level.**

VOLUNTEER...WE NEED YOU!!



Highlights



- **Accreditation!**
- **10th Anniversary (coin & Pioneer Presentation)**
- **Assisted candidates with certification & recertification questions**
- **Reviewed resumes to ensure candidates' experience level qualifies for exam requisites**
- **Proctor list**
- **Reviewed website for content and accuracy**



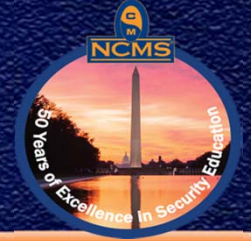
Recertification Notes



- **Know your recertification date and ensure your application is submitted in a timely manner**
- **Ensure Recertification applications are complete and contain all support materials as required**
 - **Include all applicable certificates and records. MMCo cannot perform the research/contact agencies to obtain certificates and records on your behalf**
 - **List all attached certificates on the application**
- **Online recertification application system in work**
 - **Will be able to upload certificates and support material as they come available**
 - **3 year recertification cycle will remain in place**



Recertification Notes



- **The level of effort for recertification should be practical to obtain with or without company budgets**
- **Requires more detailed record keeping for chapters and individuals**
- **There is always much work to do and we can use your help!**
- **Please volunteer!!**
- **Contact the Recertification Subcommittee Chair if you have any questions or need assistance on Recertification**

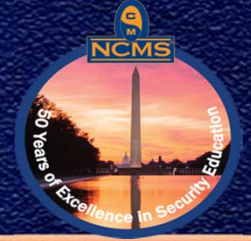




Conclusion



Questions ?????



2014 – ISP® 10th Anniversary