IA Personnel Readiness: Training, Certification and Workforce Management

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Outline

- Policy
- Objectives & Impact
- Governance & Oversight
- Making it Work
- Schedule
- Near Term Actions
- Moving Forward
IA Training & Certification in DoD

Military Communications/Electronics Board (MCEB) endorses certification (Aug 97)

ASD/C3I & USD/P&R memo: IA Training & Certification (29 June 98)
System Administrators, maintainers and end users

OSD, IA/IT HR IPT Report: IA and IT Training, Certification and Personnel Management in the Department of Defense. (27 Aug 99)

DepSecDef memo: Implementation of the Recommendations of the IA & IT HR IPT on Training, Certification, and Personnel Management in the Department of Defense. (14 July 00)
End State: sustained pool of skilled IA/IT professionals

CJCSI 6510.01C Information Assurance & Computer Network Defense (May 01)

DoD D 8500.1 Information Assurance (24 Oct 02)

DoDI 8500.2 IA Implementation (7 Feb 03)

CJCS 6510M IA & CND Manual (Apr 03)

ASD/NII Policy Memo: DAA Training & Certification Requirements (15 July 03)

DoDD 8570.1 IA Training, Certification and Workforce Mgmt (15 Aug 04)

DoD 8570.1M IA Workforce Improvement Program (IA WIP) (19 Dec 05)
**IA Personnel Readiness**

**Vision**
A professional, efficiently managed IA workforce with knowledge and skills to securely configure information technology, effectively employ tools, techniques and strategies to defeat adversaries, and proactively identify and mitigate the full spectrum of rapidly evolving threats and vulnerabilities in order to protect the network.

**The Road Ahead**
- Provide Components the capability to identify, tag, track and manage their IA workforce
- Establish a DoD enterprise-wide baseline IA certification requirement to validate knowledge, skills of IA personnel
- Leverage private sector capabilities to facilitate training; raising the bar for IA knowledge and skills needed by DoD
- Provide corporate oversight and enforcement capability
- Extend the discipline to non-IA/IT leadership at all levels

"Operational controls are IT security methods that are primarily implemented and executed by people – not systems...."  
Naval Audit Service
<table>
<thead>
<tr>
<th>DoDD 8570 (signed 15 Aug 04)</th>
<th>DoD 8570.1M (signed 19 Dec 05)</th>
</tr>
</thead>
<tbody>
<tr>
<td>◆ Identify, train and certify privileged users &amp; IA managers to DoD baseline requirement</td>
<td>◆ Defines IA workforce categories, levels, and functions</td>
</tr>
<tr>
<td>◆ Assign position specialty code/skill identifiers to personnel with privileged access; track key data in Component personnel/manpower databases of record</td>
<td>◆ Mandates use of commercial certifications to validate DoD baseline knowledge and skills</td>
</tr>
<tr>
<td>◆ Identify positions in manpower databases</td>
<td>◆ Requires certifications be accredited under ISO/IEC 17024, <em>General requirements for bodies operating certification of persons</em></td>
</tr>
<tr>
<td>◆ Record, track contractors IA certification status in DEERS</td>
<td>◆ Requires continuous learning or re-test necessary to maintain certification status</td>
</tr>
<tr>
<td>◆ Require IA in all levels of professional military education</td>
<td>◆ Specifies reporting requirements</td>
</tr>
<tr>
<td>◆ Applies to civilian, military, local national, contractor; full time or “as assigned”; regardless of series</td>
<td>◆ Establishes Oversight Advisory Council</td>
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</table>
Objectives and Impact

Objectives

Certify the Workforce
◆ Improved IA posture
◆ Foundation of a professional IA workforce
◆ Mechanism to rapidly “raise the bar” on IA skills

Manage the Workforce
◆ Ability to place trained/capable personnel in IA jobs
◆ Basis for defining standard IA personnel requirements

Sustain the Workforce
◆ Elevate priority of IA for training dollars
◆ Enable personnel to hone IA skills, keep current with latest technology, threats and vulnerabilities, tools and techniques
◆ Leaders at all levels who understand the impact of IA on mission accomplishment

Extend the Discipline
◆ A model for Allies and coalition partners
◆ IA literacy for other critical workforces (e.g., acquisition)

“Technical certifications are part of our personnel development and are considered…investment in our employees” (private sector best practice)
# IA Training and Certification Requirements

<table>
<thead>
<tr>
<th>Training &amp; Certification Requirement</th>
<th>Technical Category</th>
<th>Management Category</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Level I - III</td>
<td>Level I - III</td>
</tr>
<tr>
<td>Initial Training</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Yes (every 3 years)</td>
</tr>
<tr>
<td>IA Certification (From approved list)</td>
<td>Yes (within 6 months)</td>
<td>Yes (within 6 Months)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Yes (DISA WBT or IRMC 4012)</td>
</tr>
<tr>
<td>OJT/Familiarization</td>
<td>Yes (for initial position)</td>
<td>No</td>
</tr>
<tr>
<td>Local OS Cert</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No</td>
</tr>
<tr>
<td>Refresher Training/Continuing Ed</td>
<td>Yes (as required by Certification)</td>
<td>Yes (as required by Certification)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No</td>
</tr>
<tr>
<td>Re-certification</td>
<td>Yes (as required by Certification)</td>
<td>Yes (as required by Certification)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Yes (every 3 years)</td>
</tr>
</tbody>
</table>
What’s Changed Due to SD106 Process

- Stronger oversight by OSD;
  - **Review and validate/approve** Component plans for implementing 8570/DoD baseline
  - **Methodologies** used to identify employees performing IA functions
  - **Tracking processes** used to determine specialized training received
  - **Impact** of using particular methodologies/processes
  - **Reliability and relevance** of Component reported metrics & information
  - **Components to provide a plan** (POA&M) for implementing 8570
  - Components to provide plan to track, monitor completion of security awareness training
  - Components to report on Component specific training and certification activities

- Advisory Council minimum composition, role defined

- Continuous learning linked to requirement to maintain certification

- Waivers permitted in combat zone (except Level I)

- DAA re-certification requirement; IRMC/CNSS 4012 certificate as alternative

- COCOM/subordinate joint command 8570 implementation treated as part of responsible Military Department per DoDD 5100.3
Subtitle C – Education and Training
Part IV – Other Matters
SEC. 538. PAYMENT OF EXPENSES OF MEMBERS OF THE ARMED FORCES TO OBTAIN PROFESSIONAL CREDENTIALS.

(a) In General- Chapter 101 of title 10, United States Code, is amended by adding at the end the following new section:

Sec. 2015. Payment of expenses to obtain professional credentials

   (a) Authority- The Secretary of Defense and the Secretary of Homeland Security, with respect to the Coast Guard when it is not operating as a service in the Navy, may pay for--

   (1) expenses for members of the armed forces to obtain professional credentials, including expenses for professional accreditation, State-imposed and professional licenses, and professional certification; and

   (2) examinations to obtain such credentials.

   (b) Limitation- The authority under subsection (a) may not be used to pay the expenses of a member to obtain professional credentials that are a prerequisite for appointment in the armed forces.
IA Workforce Focus

Defining the IA Workforce Structure

Equating Certification to Personnel
“Authority to Operate”

Cyber Security Corps
Joe Kelly
Issued: 10-04-03
Expires: 10-03-06

Network Security Certified Professional

Identifying Workforce Size, Distribution*

- COCOM
  - 2,053
- Agencies
  - 4,397
- USAF
  - 25,661
- USMC
  - 1,199
- Navy
  - 9,423

* Based on 05 FISMA Report; excluding NSA, DIA;

Planning future areas for IA certification

- Certification and Accreditation
- IDS analysts
- Auditors
- CND/SP members
- IA architects, engineers
“Operational controls are IT security methods that are primarily implemented and executed by people – not systems....”  Naval Audit Service
Governance and Oversight

- Establish process to add/delete certifications
- Review/update levels & functions
- Monitor program progress; impact on IA posture
- Review Component programs & plans to validate compliance
  - Implementation & sustaining plans
  - Plans, methodologies to track, monitor, document personnel awareness and training completion
- Conduct assessments to ensure validity of functions, training & certification requirements per 29CFR1607
- Provide feedback to certification providers
- Prioritize requirements for development of DoD-wide IA training content
- Engage IA training community to identify cross-Component IA training issues & solutions

*P&R: Defense Human Resources Activity  TAG: Training Action Group
Robust Advanced Distributive Training

IA Training & Awareness (NII)
(Policy, Concepts, Procedures; Professionalization)

Distributive training & mentoring

Mobile Users
Remote Users
Internet
Std. Users

HR Databases

asychronous

.MIL access only

Rapid Experience Builder

IA Tools
(“How to” Training)

COTS Training Products, Libraries

Certification Pre-Tests

System Administrator Simulation Trainer (SAST)
Filling the experience deficiency in cyber security staff through simulation

Internet

Synchronous

DAA

DOD Information Assurance Awareness

SCCVI

SRCI

TTPs

Other

CompTIA

Other

SKILLSOFT

THOMSON

NETg

CompTIA

Information Systems Audit and Control Association®

(ISC)²

SANS

HR Database

Mobile Users

Remote Users

Std. Users
Foundational Activities: Training

- Who requires the training
- What training is required
- When is the training required
- Who pays for the training
- Who delivers the training
- How is the training delivered
- What life cycle resources are in place/needed
- What is impact on the training community
- What is impact on workload

If you can’t afford the training, you can’t afford the capability
DANTES: Orchestrating Certification Testing

Defense Activity for Non-Traditional Education Support

- Existing voluntary certification support program for military personnel
- Partnerships with critical players:
  - Education Centers on military bases worldwide
  - Test providers (Nat’l Test Centers)
  - Certification providers
  - OSD/NII and OSD/P&R

**Certification Program**

- DANTES test sites administer 15,000 to 20,000 certification exams each year.
- Certification examination fall into the basic categories listed below.

<table>
<thead>
<tr>
<th>Category</th>
<th>Medical</th>
<th>Electronics</th>
<th>Engineering</th>
<th>Automotive</th>
<th>Information Technology</th>
<th>Construction</th>
<th>Finance</th>
<th>Environmental</th>
<th>Food/Hotel Management</th>
<th>Physical Fitness</th>
</tr>
</thead>
</table>

- Paperless voucher system
- Database to track usage; report test results
- Ability to extend support to civilians

**Tech I**

- A+
- Network+
- SSCP

**Tech II**

- GSEC
- Security+
- SCNP
- SSCP

**Tech III**

- CISSP
- SCNA
- CISA
- GSE

- GSLC
- Security+
- GISF

- CISSP
- GSLC
- CISM

- CISSP
- GSLC
- CISM
I. Today

II. Proposed Pilot

III. Future

DMDC: Streamline IA Training & Certification Data Exchange

CoComs Services Agencies

DIMHRS (JR&IO)

DCPDS (CPMS)

Military

Ceilings

Non-DoD Training Providers

Commercial Certification Providers

DoD Training Providers

Defense Manpower Data Center (DMDC)
It [getting the certification] REALLY wasn’t a big deal once we got past the idea that it HAD TO BE DONE which was a bigger issue at the employee level than with the management. (COL, US Army)
# Dollars

## Funding Request Details (Millions)

<table>
<thead>
<tr>
<th>Activity</th>
<th>FY07 – 11</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Certifications</td>
<td>49.0</td>
</tr>
<tr>
<td>2. Database Updates</td>
<td>2.4</td>
</tr>
<tr>
<td>3. ADL</td>
<td>21.4</td>
</tr>
<tr>
<td>4. Mobile Training/Instructor Augmentation</td>
<td>6.9</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>77.7</strong></td>
</tr>
</tbody>
</table>

- Based on FISMA reporting
- Assumptions:
  - 100,000 total military & civilian IA personnel
  - Certify 10% first year; 30% each year for next 3 years
  - 5% annual attrition rate
  - Average $300/certification test; $75/year for fees
### Near-Term Actions

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Requirement</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/14/06</td>
<td>Identify the Office of Primary Responsibility (OPR)</td>
<td>Identify the Office of Primary Responsibility (OPR) for implementing requirements of the references and a specific individual point of contact (POC). The OPR and its POC must be able to represent and integrate human resources/training, budget/finance, operations, as well as information assurance requirements of their Component.</td>
</tr>
<tr>
<td>04/30/06</td>
<td>Submit quarterly progress report</td>
<td>Submit the first quarterly progress report to DIAP</td>
</tr>
<tr>
<td>04/30/06</td>
<td>Identify IA WIPAC Representative</td>
<td>Components listed …as members of the Information Assurance Training, Certification, and Workforce Management Advisory Council identify their representative. This Council’s name will be changed in its Charter to the Information Assurance Workforce Improvement Program Advisory Council (IA WIPAC). Component representatives to the IA WIPAC must have sufficient authority to effectively represent their Component including human resources/training, budget/finance, operations, and information assurance matters. The Reference establishes the IA WIPAC and its responsibilities.</td>
</tr>
<tr>
<td>07/15/06</td>
<td>Submit draft Implementation Plan</td>
<td>Submit draft implementation plan to the IA WIPAC. Include plans for budget; work breakdown structure; milestones to identify, train, and certify the IA workforce; and plans for updating and populating personnel and manpower databases.</td>
</tr>
<tr>
<td>10/01/06</td>
<td>Initiate IA WF data solutions</td>
<td>Initiate solutions for tagging and tracking IA personnel status.</td>
</tr>
<tr>
<td>12/30/06</td>
<td>10% IA Workforce Certified</td>
<td>Complete certification of 10% of the IA Workforce.</td>
</tr>
<tr>
<td>12/30/06</td>
<td>Submit Final Implementation Plan</td>
<td>Submit updated implementation plan to the IA WIPAC to include progress in 2006 and planned actions for 2007.</td>
</tr>
</tbody>
</table>
The Year Ahead

- Publish language in DFARS for contractors to meet requirements
- Institutionalize IA workforce management capability
  - Existing database upgrades (personnel, manpower, training, other)
  - Data flow/processes between private sector and DoD and within DoD
- Charter the DoD IA workforce improvement program advisory council (WIPAC)
- Continue the DoD-wide Job-Task Analysis (JTA); document DoD IA skills
  - Define a common language of IA-related work and worker requirements
  - Enable better mapping of certifications against job functions
  - Enable a common basis for accreditation
  - Support validation studies per 29CFR1607
- Engage vendor specific certifications (e.g., Microsoft, CISCO)

We had bad luck with one CISSP class...and only 10% passed the exam .... That was a function of poor exam prep by the students, not a bad class or instructor. It took a while to get everyone over their fear of the exam, but as some passed, they started training the rest and it all fell in place.
More to Do

◆ Integrate DoD schools, CNSS standards & certificates, training exercises, conferences and other knowledge sharing into program as:
  ◆ Source of training for certifications (A+, Security+, CISSP etc.)
  ◆ DoD/Component layer of a comprehensive certification/professional program; address policy, processes & tactics & techniques
  ◆ Satisfy continuous learning requirement

◆ Address training and certifications requirements of other portions of the IA workforce (e.g., CNDSP team members; engineering and architecture)

◆ Promote rigor and use of DoD best practices in commercial certifications to enhance DoD IA readiness
  ◆ ISO 17024 accreditation is basic requirement imposed on IA certifications
  ◆ Performance-based element to testing (vice multiple choice)
  ◆ Continuing learning/re-test requirement to maintain certification status
  ◆ Better define what is accepted for continuing learning credit
  ◆ Incorporate DoD IA best practices (DISA STIGS, NSA Guidelines)

“Within...[our company’s] IT Security Office, credentials such as the CISSP are valued, acknowledged and celebrated.”  (private sector best practice)
More to Do

◆ Pursue initiatives with enterprise-wide potential to increase ROI/Leverage capabilities/pool resources
  ◆ Expand performance-based training (e.g., Simulation Trainers, BULWARK DEFENDER IA combat training exercises)
  ◆ Provide access to on-line training/self-assessment/certification
  ◆ Manage test voucher usage

◆ Other considerations
  ◆ Structure (e.g., reduce personnel performing IA as an “other duty”)
  ◆ Who we assign (and train) (e.g., aptitude, skill); and who instructs
  ◆ What we train (e.g., content, currency, relevance)
  ◆ How we train (e.g., traditional classroom, web, simulation, study time)

On certification: “It…forced me to finally buckle down and do a bit of studying and focus on some areas where I was a bit lacking.” (Devin, US Army, Kwajalein)
Moving Forward

- Culture change -- leadership commitment and communication essential
- Governance and management crucial to success
- Human Resources (HR) needs to be a full partner
- Treat as opportunity to dramatically improve IA workforce/IA posture
- Protect dollars