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Army CIO/G6, Cyber IA Directorate Information Assurance Training and Certification Newsletter 1 August 2011 Newsletter

UNITED STATES ARMY



ARMY
STRONG

Certification Annual Maintenance Fee funding

Due to budget cuts the Department of Defense lost funding to pay the Annual Maintenance Fees for ISC(2), ISACA, CompTIA and SANs certifications

The Department of Defense no longer pays the Annual Maintenance Fees for all certifications. This change was published in ALARACT 184/2011, DTG: 061556Z May 11. The ALARACT message is posted on the ATCTS website under "NEWS". The CIO/G6, Cyber Directorate has acquired a limited amount of CISSP and CompTIA (Sec+, Net+ A+) tokens to pay some of the annual maintenance fees. The primary focus for the CompTIA payments is soldiers in grades E1-E4. Only the highest maintenance fee for the CompTIA certification is required to be paid. This will satisfy the lower payments as well.

Personnel inquiring about CISSP 2011 maintenance fee payments must submit their invoice or have their ATCTS manager upload the

invoice into their ATCTS profile. CompTIA holders need to submit their name and AKO email address to ciog-6.netcomiawip.inbox@mail.mil

Certification Fees and CPE requirements

COMPTIA: http://certification.comptia.org/getCertified/steps_to_certification/stayCertified.aspx

Security+:

50 CPEs every 3 years
\$49.00 annually

Network+:

30 CPEs every 3 years
\$49.00 annually

A+:

20 CPEs every 3 years
\$25.00 annually

CISM and CISA: <http://www.isaca.org/Certification/Pages/How-to-Earn-CPE.aspx>
120 CPEs every 3 years
\$85.00 annually

All GIAC: CPEs completed every 4 years
\$100.00 annually

ISC(2): 120 CPEs every 3 years
\$85.00 annually

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COMPTIA Continuing Education enrollment process

CompTIA FAQs

Certified by 12/31/2010: certification will never expire but must opt into the CE program if part of the DoD workforce

Certified by 12/31/2010 and part of the DoD workforce: enroll in CE program by 12/13/11. You have 3 years to complete the CE requirements from the date enrolled into the program. If you do not enroll by 12/31/2011 you must retake the exam to stay current on the certification.

Certified after Jan 1, 2011: Individuals certified after Jan 1, 2011 have three years from their date certified to complete the necessary CPEs. They are automatically enrolled in the new CE program.

Payment: The CE program requires a minimum fee. Individuals have the option of paying their remaining balance if they choose to complete their program in a shorter timeframe. Each year, individuals will be prompted to pay their annual fee into the CE program.





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Information Assurance Support Officer Title

The Information Assurance Security Officer position title was changed to Information Assurance Support Officer to reflect the support nature of the position. Information Assurance Managers and Information Assurance Program Managers must ensure that those positions are accurately re-

flected in ATCTS. Personnel not performing IA functions at the IAM1 level in accordance with DoD 8570.01-M, IA Workforce Improvement Program must be changed to the new title. The Army CIO/G6, Cyber Directorate no longer provides vouchers to individuals with appointment letters annotated with

Information Assurance Security Officer. All personnel in the new IA Support Officer role must complete the IA Fundamental course located at <https://ia.signal.army.mil>. The signed memo by the CIO/G6 Director is located on the ATCTS homepage under the "NEWS" area.

Computing Environment CE Certifications for the Army Information Assurance Workforce

The Army CIO/G6 Director approved the CE ALARACT message 284/2011, DTG 011658Z Aug 11 for distribution.

The ALARACT is to inform the IA community of changes to the CE certification requirement and procedures to request additions to the Army Training and Certification Tracking System CE certification/certificate of training

list. DoD has published a Frequently Ask Question (FAQ) that provides details about the change in the CE certification policy in DoD 8570.01-M.

The DoD FAQ is located at <http://iase.disa.mil/eta/iawip/iaetafaq.html> under "Certification Questions>I am an IAT/CND-SP, do I need an Operating System

Certification in addition to my IA baseline certification". A Certificate of Training or a vendor certification is acceptable for meeting the CE requirement in accordance with DoD 8570.01-M FAQ. This change will be included in the DoD 8570.01-M revision next year.

Organizations must coordinate with their servicing Network Enterprise Center on the type of CE certification or Certificate of Training that will fulfill the Technical and Computer Network Defense-Service Provider position.

United States Army Information Assurance (IA Military Workforce Certification Process (25B and 25U)

The Army CIO/G6 Director signed the United States Army Information Assurance (IA) Military Workforce Certification Process on 19 Jul 2011.

This memorandum provides guidance and standards for the identification, tracking, training and certification of IA personnel in Military Occupational Specialties 25B (Information Technology Specialist) and 25U (Signal Support Specialist), Skill Level 1, performing Information Assurance Technical one functions. This memorandum states

that these soldiers have completed security/IT training at their Advance Initial Training (AIT) school to perform security/IA functions at their organization under the direct supervision of a certified IA workforce individual. Their baseline IA certification shall be obtained once the soldier has obtained the NCO rank or put in an NCO position that requires performing IA functions,

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Continuing Education Credits for Classified IA Training

The Department of the Navy has worked an agreement with CompTIA and GIAC for all services IA workforce personnel to receive Continuing Education Credits for training conducted in a classified environment.

In cases where the individual cannot disclose the nature of training, GIAC and CompTIA will accept a memorandum endorsed by the member's command that validates the training was conducted, though the details cannot be documented.

Army Training and Certification Features and upcoming Training

New Feature

SAAR/2875 box: A few managers requested this box to upload the documents for account access. Please keep in mind that this form can contain PII therefore if you upload the document the PII information must not be included.

We will do our best to help managers track and manage their IA workforce but we always have to safeguard Personal Information.

Upcoming Certification Exam

The CISM special registration form is posted on the ATCTS homepage under documents. You will need to purchase your voucher if a seat was not reserved for you in the CISM on-line course for September 2011. Slots are open to take the exam. The form needs to be sent to the group email address on page 1 NLT 7 Sep 2011.

The CISM exam (proctored by ISACA) will be conducted on 7 Oct 2011. The location will be Fort Belvoir but the building is undetermined.

Enlisted, Warrant Officer and Officer courses

Paying for Certifications

The School of Information Technology and the Instructors at the Enlisted, Warrant Officer and Officer courses put individuals who are attending the courses into their ATCTS unit hierarchy in order to view training completions. This enables the instructors to process voucher request forms for their students. This office request that organization managers do not inactivate or attempt to pull those individuals back under their organization hierarchy. Please contact Penny Thompson at 706-791-3655 or Joey Gaspard at 706-791-5137if



If you are a member of the National Guard or Reserves, you may be able to receive GI Bill reimbursement for licensing and certification test fees. Qualifying members of the Guard and Reserve can now receive reimbursement of up to \$2,000 per test. The benefit has been available to Active Duty service members through the GI Bill since 2002 and was extended to qualifying members of the Guard and Reserve in January 2006.

For more information and to find out whether you qualify for this benefit, please see the Department of Veterans' Affairs [Licensing and Certification Brochure](#)

<https://www.cool.army.mil/index.htm>



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How to receive reimbursement if exam is paid out-of pocket

Military personnel can seek reimbursement by using their GI Bill. Unfortunately DANTES does not offer a program to reimburse for IT/IA certifications. Military personnel will need to seek assistance through their command. Individuals need to request a certification voucher through CIO/G6 Cyber Directorate **first** if their job requires a type of IA/IT certification. The individual must be appointed in an IA position and complete all training requirements before the Cyber Directorate will issue a voucher for taking a certification exam.

Civilian Personnel can seek reimbursement by filling out an SF 1164, Claim for Reimbursement for Expenditures. Civilian personnel in IA/IT appointed positions must seek assistance from their command. Individuals need to request a certification voucher through Army CIO/G6 Cyber Directorate **first** if their job requires a type of IA/IT certification.

Contractors can seek reimbursement through their contracting company.

Skillport Access

This office has received many Skillport request. Managers shall make sure that each individual is appointed on letter in an IA position and has registered in the Army Training and Certification Tracking System prior to submitting the request. Do not submit the request if both items are not complete. The contractor Skillport request form is located on the ATCTS homepage under documents. **All request will be sent to doris.wright@us.army.mil and Patrice.bell1@us.army.mil.**

****Please do not send request to Chrisandra Smith or David Lickwar. *****

Inactivated Accounts in ATCTS

Managers at the organization levels have the option of adding all of their General Users in ATCTS. Please fill out the General User import spreadsheet located on the ATCTS homepage under Compliance Informa-

When personnel PCS to other duty stations, their ATCTS accounts are inactivated by the manager of the unit they no longer reside. ATCTS managers have the ability to reactivate accounts for in processing personnel by going through the following steps:

1. Select your management tab
2. Above the list of users, on the horizontal gold bar click the "Find and Move Users Here" link
3. Type the user's FULL AKO email address and click Find User

4. You will see the user and their current SC/FCIO and MACOM structure

5. Select "Request Move"

6. The move request goes into a queue for the user's previous organization to approve or reject (within 24-48 hours). Inactivated accounts will be moved immediately

DoD IA Awareness Trng v.10

The DoD FY12 v.10 IA Awareness Computer Based Training (CBT) is in its final stages. The new CBT should be available by 30 Sep 2011 so personnel can meet their FY 12 IA Awareness Training requirement. All users with network access are required to complete the training and the 10 question Army test at <https://ia.signal.army.mil>



SOUNDING OFF (<https://atc.us.army.mil>)

If you think it's a good suggestion send responses to your IAM/IAPM. The IAM/IAPM can consolidate and provide this office the overall response for your brigade or command. The following items are recommendations from various organizations. Please let us know your thoughts. Please send your comments to your IAM/IAPM. Send comments to ciog-6.netcomiawip.inbox@mailil

1. **FORSCOM:** Add 25B/25U with supervised access as a position selection (in support of the military 25B/25U memo)
2. **FORSCOM:** Create a checkbox that specifies that a CE certification is required for that particular individual (in support of the CE ALARACT)
3. **USASOC:** Group saved reports by title, numerical order or alphabetical order
4. **AMC:** Create a digi-

tal form and automated submission process for the Acceptable Use Policy.

5. **Joint Base Lewis McChord NEC:** Create some type of "flag" that specifies when the individual is within their initial 6 month window. The system needs to keep the initial date of the appointment letter instead of letting people change it as dates change on appointment letter.



Information Assurance Training & Certification

"More than a line on a resume. It's the knowledge that secures the team."

New courses on the Virtual Training Environment Website:

Software Engineering Institute: Carnegie Mellon

<https://vte.cert.org>

register with your AKO email address

- ISACA Certified Information Security Manager
- ISACA Certified Information Systems Auditor
- Emerging Cybersecurity Threats
- ISC(2)™ CAP® Rep
- ISC(2)™ CISSP : ISSEP
- ISC(2)™ CISSP: ISSMP
- DISA HBSS 4.5 Admin
- Certified Ethical Hacker
- Intro to CISCO for Security Professionals



Exam Vouchers availability



How do I apply for a voucher:

This office has the following vouchers available

1. **CISSP**
2. **Security+**
3. **Network+**
4. **A+**
5. **CISM**

ARE YOU CERTIFIED AND TRAINED: Newly appointed IA personnel/hires (civilians and military) have six months from date of

appointment to become trained and fully certified. This includes baseline and computing environment. All IA workforce personnel working in a technical or Computer Network Defense –Service Provider (except CND-SP manager) position must obtain a computing environment certification or a certificate of training and upload their Privileged Access Agreement

In their ATCTS profile.

Certification goal percentages: RED is not a good goal. The mandate was 100% for IAM and IAT categories. The CND-SP and IASAE workforce must be at 100% by the end of CY 11.

0-50%: RED
51-90%: Amber
91-100%: Green



Upcoming Conferences <http://iase.disa.mil/conferences-workshops/index.html>

2011 LandWarnet: This is a chance to get updated information and continuing education credits

Registration : See website

Dates: 22-25 August 2011

Location: Tampa, FL
Tampa Convention Center
<http://www.afcea.org/events/landwarnet/11/intro.asp>

Helpful Websites

DoD published the “Department of Defense Strategy for Operating in Cyberspace,” July 2011. To view this document go to : <http://www.defense.gov/news/d20110714cyber.pdf>

<https://iatraining.us.army.mil>
-PII
-PED
-Safe Home Computing
-Phishing

Please register with your AKO email address on the following sites:

<https://iatraining.us.army.mil>

<https://vte.cert.org>

Registering with anything other than your AKO will result in your training not importing in your ATCTS account.

<https://ia.signal.army.mil>
-Information Assurance Fundamentals
-DoD IA Awareness
-Mobile Training Team schedule (POC Joey Gaspard at joey.gaspard@us.army.mil)

<https://vte.cert.org>
-host of security training to include A+, Sec+, Net+, CAP, CISA, CISM, CISSP. Registration required

Managers, please do not upload voucher request forms and pretest unless all training and documentation are complete. This office has received numerous requests for vouchers when all items are not complete and filled out correctly.

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Voucher requirements Only Military and Civilian Personnel are eligible for vouchers

A+ requirements

- (1). Be in an IATI or IATII IA position
- (2). CompTIA A+ Essentials, exam code 220-701; and CompTIA A+ Practical Application, exam code 220-702 and IA Fundamental course on the Fort Gordon website.
- (3). Take the DOD 701 and DOD 702 A+ preassessment test: <http://currency.comptia.org/dod>
- (4). Upload duty appointment letter and privileged access agreement
- (5). Fill out and obtain all signatures on the voucher request form. Voucher request form located on the ATCTS homepage under documents

Network+: requirements

- (1). Must register on the Army Training and Certification Tracking System (<https://atc.us.army.mil>)
- (2). Be in an IAT/IATII position
- (3). Complete the CompTIA Network+ 2009 (Skillport) modules and IASO course on the Fort Gordon website
- (4). Take the CompTIA Net+ preassessment test (Network Technologies): <http://currency.comptia.org/dod>
- (5). Upload duty appointment letter and Privileged Access Agreement
- (6). Fill out and obtain all signatures on the voucher request form. Voucher request form located on the ATCTS homepage under documents
- (7). The ATCTS manager must upload voucher request and preassessment test results in the individual's profile

c. Security+ requirements

- (1). Register in the Army Training and Certification Tracking System at <https://atc.us.army.mil>
- (2). Be in an IATII or IAMI or higher IA position
- (3). Complete CIO G6/NETCOM Information Assurance Security+ (SkillPort) - 2008 (Skillport) modules and IA Fundamental course on the Fort Gordon website
- (4). Take the CompTIA Security+ 2008 preassessment test: <http://currency.comptia.org/dod>

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Contractor Certifications

DoD DFARS 48 CFR Parts 239 and 252 RIN 0750-AF52
DFARS Clause: 252.239.7001

DFARS requires "The designated contracting officer's representative (COR) to document the current IA certification status of contractors personnel by category and level in the Defense Manpower Data Center

Contractor personnel who do not have proper and current certifications shall be denied access to DoD Information Systems for the purpose of performing information assurance functions. Contractors must be hired with the required level of certification as stated in their contract

Questions regarding contracts

- Do you have contractors that perform IA support functions?
- Does their contract have the IA certification category and level requirements stated, per DoD 8570.01-M?
- Are their contract number listed in their ATCTS profile?

Managers please assist this office by asking these questions and taking the necessary actions to complete the requirements. If you need suggested words to include in the contract please review the DFARS clause located on the ATCTS homepage under documents

DoD 8570.01-M requires that all Department of the Army Civilians and Military personnel working IA functions obtain a baseline and computing environment certification/certificate of training within six months of their IA appointment date.

Questions regarding Civilian and Military personnel

- Is the IA certification category and level requirement stated in the position description and the HR hiring checklist as a condition of employment?
- Is the soldier counseled on the type of certification/s required for their position ?
- Does the command offer remedial training if testing is unsuccessful and ensures that the Army retraining requirements are adhered to?
- Does the supervisor mentors throughout the certification process?
- Does the supervisor counsels the individual as appropriate?