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Cyber IA Directorate Information Assurance Training and Certification 1 May 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

Due to budget cuts the Department of Defense lost funding to pay the Annual Maintenance Fees for ISC (2), ISACA, CompTIA and SANs certifications. Army is researching alternatives to pay this fee however funding is not available at this time. The Army CIO/G6, Cyber Directorate encourages individuals in VALID and appointed IA/IT positions to seek payment through their organization Information Assurance Office. We know that this is a difficult time and money to fund additional requirements will be hard. IA workforce personnel are highly encouraged to pay this fee out of pocket if funding is not available in order to keep your certification from expiring or lapsing.

DOD 8570.01-M mandates the requirement of a trained and certified IA workforce.

Certification holders must ensure that their certifications stay active which includes their Continuing Education and Annual Maintenance Fees.

ALARACT 184/2011-IA Baseline Certification Annual Maintenance Fees (AMF for Military and Civilian IA Workforce Personnel was sent out through Autodin on 6 May 2011.

A copy will be posted on ATCTS next week.

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
\$40.00 annually if a member and 85.00 for non-members

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

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

Inside this issue:

- ANNUAL MAINTENANCE FEE
- SKILLPORT INFORMATION
- IDENTIFYING YOUR IA WORKFORCE
- VOUCHERS AVAILABILITY
- ANNUAL MAINTENANCE FEES
- CERTIFICATION REIMBURSEMENT
- HELPING THE WORKFORCE
- UPCOMING CONFERENCES

COMPTIA Continuing Education enrollment process located on the ATCTS homepage

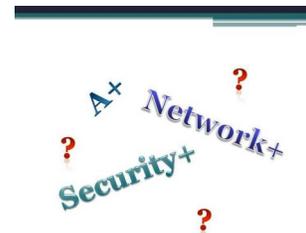
CompTIA FAQs

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 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.



Cyber IA Directorate Information Assurance Training and Certification 1 May 2011 Newsletter

CISSP Annual Maintenance Fee payment (Military and Civilian personnel)



The CIO/G6, Cyber Directorate has a few Annual Maintenance Fee (AMF) coupons to pay for fees due between Jan 2011—Sep 2011 or until the coupons are exhausted. In order to receive the coupon the individual must be in an appointed IAMII or IAMIII or IATIII or IASAE or

CND-SP Manager position. The individual must send a copy of the CISSP invoice showing the payment due date to netcomiawip@conus.army.mil. Please note that all 2012 payments will be the responsibility of the individual. Individuals can seek payment through their organization IA division.

Exam Vouchers availability



CompTIA



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 ap-

pointment 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 and upload their Privilege Access Agreement into computing environment

In their ATCTS profile.

Certification goal percentages: RED is not a good goal. The mandate was 100%. For CY 2010 .

0-50%: RED

51-90%: Amber

91-100%: Green

How do I apply for a voucher:

Information Assurance Security Officer

The Information Assurance Security Officer functions as listed in the current Army Regulation 25-2 are currently in revision. The Army CIO/G6, Cyber Directorate reviewed the functions and has reallocated the technical and managerial duties to the technical and management roles.

The change in policy memorandum is currently in the CIO/G6 office for review and signature.

The memorandum was staffed and reviewed by the IA Managers at all

Army Commands, Army Service Component Commands, Direct Reporting Units and Brigade Signal Theater Commands.

A new role is established in the memorandum. The Information Assurance Support Officer will assist the Organization/Network Enterprise Center/ Brigade Signal Command Theater and other IA Managers with policy and managing specific require-

ments that relate to training, reporting information to the Network Operating and Security Centers and other functions annotated in the memorandum.

The Information Assurance Manager one category as defined in DoD 8570.01 will be appointed to only those individuals fulfilling functions in DoD 8570.

Certification vouchers will no longer be provided to personnel in the IASO role. These positions shall be downgraded to a General User.

**Cyber IA Directorate
Information Assurance Training and Certification
1 May 2011 Newsletter**



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



National Guard and Reserve Members

If you are a member of the National Guard or Reserves, you may be able to receive GI Bill reimbursement for licensing and certifications 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](#).

Enlisted, Warrant Officer and Officer courses

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 706-791-5137 if you are uncertain if the individual is attending one of the courses above. This is only for individuals attending a course at Fort Gordon, GA.



Cyber IA Directorate Information Assurance Training and Certification 1 May 2011 Newsletter

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 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. *****

Identifying Your IA Workforce and Duty Appointment Orders



"I can't login to my ATCTS account!" Check with your ATCTS manager and have them "find and move" your account under their unit management view.

All IA workforce personnel must be appointed on letter/memo to their position. A template is located on the ATCTS homepage under documents. Managers should continue to focus on how IA workforce personnel are categorized during validation due to the fact that appointment letters are targeted by inspection/assessment teams to ensure personnel are in valid IA positions.

There is a checklist to help you identify your IA workforce personnel and categorize them accordingly in the ATCTS under documents

**Cyber IA Directorate
Information Assurance Training and Certification
1 May 2011 Newsletter**

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. @cous.arm

1. **MEDCOM:** Create video tutorials for importing/ reactivating ATCTS accounts.
2. **FORSCOM:** Create a way for individuals accounts to be seen under multiple views such as FORCOM, USAR and NEC. (Two HQ alignments and one SC/FCIO

Managers please send your comments to net-comiawip@conus.army.mil by the 28 of every month.



Information Assurance Training & Certification
“More than a line on a resume. It’s the knowledge that secures the team.”

New Skillport course:

- Certified Information Security Manager

New VTE course

- A+ prep

HOPE THE UPDATES ARE HELPFUL

Working to help the Workforce

One of the most important missions of the Army CIO/G6, Cyber Directorate is to provide policy and programs to train and certify the IA workforce to protect and defend the Army's information and information systems.

The Cyber Directorate is looking into how various Information Assurance and/or Information Technology training through the Army E-learning, Virtual Training Environment, CISCO Academy and Microsoft Academy can satisfy the Computing Environment requirement without

cost to the individual or organization This change has been discussed with DoD.

The Cyber Directorate is currently staffing the waiver request for the military personnel in the 25B and 25U Military Occupational Specialties. The memorandum would waive the Baseline Certification requirement for soldiers in Skill Level one finishing the Advance Initial Training School.



**Cyber IA Directorate
Information Assurance Training and Certification
1 May 2011 Newsletter**

Moving Inactivated Accounts into your organization view 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 of 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

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: 23-25 August 2011

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

2011 National OPSEC Conference (NOC)
The National OPSEC Conference is designed to provide training and networking opportunities for professionals in management, security, intelligence, infrastructure protection, counterintelligence, military operations, public safety and related fields.

Dates: 15-20 May 2011

Location: Marriott Marquis Hotel
265 Peachtree Center Ave.
Atlanta, GA 30303
<https://www.iad.gov/events/#>

Helpful websites

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

-PII
-PED
-Safe Home Computing
-Phishing

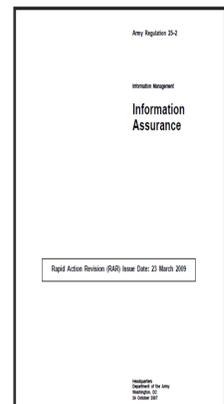
**MANAGERS PLEASE
CHECK YOUR PENDING
ACCOUNTS IN ATCTS
DAILY.**

<https://ia.signal.army.mil>

-Information Assurance Fundamentals
-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+, CISSP. Registration required



**Cyber IA Directorate
Information Assurance Training and Certification
1 May 2011 Newsletter**

Managers please do not upload voucher request form and pretest unless all training and documentation is complete. This office has received numerous requests for vouchers when all items are not

**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 privilege access agreement

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 Privilege Access Agreement
- (6). Fill out and obtain all signatures on the voucher request form. Voucher request form located on the ATCTS homepage under compliance information
- (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>

(6). Upload Privilege Access Agreement if working Technical functions

(7). Fill out and obtain all signatures on the voucher request form. Voucher request form located on the ATCTS home-
page under compliance information

(8). The ATCTS manager must upload voucher request and preassessment test results in the individual's profile

d. CISSP requirements- Must be registered in ATCTS-<https://atc.us.army.mil>

(1). Be in an IATIII or IAMII or IAMIII or CND-SP Manager or IASAE IA position with duty appointment letter specifying
one of those categories. Duty appointment orders must be uploaded in their ATCTS profile and verified by the manager.

(2). Complete the IA Fundamental course and CISSP modules in skillport

(3). Fill out voucher request form and obtain all signatures. Voucher request form located on the ATCTS homepage
under compliance information

e. CISM requirements- Must be registered in ATCTS

(1). Be in an IAMII or IAMIII or CND-SP Manager IA position with duty appointment letter specifying one of those cate-
gories. Duty appointment orders must be uploaded in their ATCTS profile and provide verified by the manager.

(2). Complete the IA Fundament course and CISM modules in skillport

(3). Fill out voucher request form and obtain all signatures. Voucher request form located on the ATCTS homepage
under compliance information

d. CAP requirements- Must be registered in ATCTS

(1). Be in an IAMI or IAMII IA position with duty appointment letter specifying one of those categories

(2). Complete the IA Fundamental, Security+ 2008 skillport modules, IAMII must complete the IA Fundamental course
and CISSP modules in skillport

(3). Fill out voucher request form and obtain all signatures. Voucher request form located on the ATCTS homepage
under compliance information.

e. CISA requirements- Must be registered in ATCTS

(1). Be in an IATIII or CND-Auditor IA position with duty appointment letter specifying one of those categories. Duty ap-
pointment orders must be uploaded in their ATCTS profile and provide verified by the manager.

(2). Complete the IA Fundamental course and CISSP modules in skillport