

FSO Curriculum Overview Script 7/24/08

This is an introductory overview of the Facility Security Officer or "FSO" Curriculum currently being developed for online delivery to new FSOs and others who are interested in learning the basics of the National Industrial Security Program (NISP).

The National Industrial Security Program Operating Manual, or NISPOM, requires training for new FSOs.

Based on a company's involvement with classified information, a new FSO may be required to complete an FSO Program Management Course within a year of their appointment to that position.

Many of you probably know about or may have attended the 3-day, instructor-led FSO Program Management Course conducted by the DSS Academy.

With a large FSO population, some of you may have been frustrated when you were unable to register for the course because the class roster was full.

As a solution, the DSS Academy is in the process of transforming the FSO Curriculum into a distance learning format.

This means that the FSO Program Management Curriculum is being designed so that new FSOs can access and complete the training anytime and anywhere via the web.

The conversion of the instructor-led FSO Program Management course into a distance delivered format provides many benefits.

An electronically delivered curriculum gives DSS Academy instructors the ability to supplement online training by developing classroom training that address advanced industrial security issues. Classroom experiences are interactive workshops that include hands-on experiences and performance-based exercises.

Since the web-based format of the new curriculum ensures that its content and delivery remain consistent each time the training is offered, the DSS Academy will be able to continually evaluate the curriculum's effectiveness and evaluate student data to ensure that it is satisfying the FSO's training needs.

The new curriculum focuses on the learner and will be available 24 hours a day, 7 days a week.

FSOs will be able choose what they need to learn and when they want to learn it.

They will be able to skim through content that they know and concentrate on content that is new to them.

There will be no more missing class because the office called with a security emergency.

Students will have the option to test out of the training if desired, and there is always an opportunity to review what was covered in the course!

A distance delivered curriculum provides everyone, everywhere the same information.

FSOs in New Hampshire will receive the same training as FSOs in New Mexico.

Security staff members and others who want to take the training can.

No more waiting lists or denials for attendance. No more costs for travel, lodging or time away from the office.

Web-based instruction guarantees the delivery of a consistent standard of training contributing to the consistent explanation of NISPOM requirements within the defense industry.

To satisfy the training requirements set forth in Chapter 3 Paragraph 102 of the NISPOM, the FSO Distance Learning curriculum is designed to be offered in two tracks.

The “Non-Possessing Track” of the curriculum introduces basic NISP concepts and satisfies the NISPOM training requirement for FSOs whose facilities do not have safeguarding capability for classified information.

The “Possessing Track” of the curriculum includes all of the courses offered within the Non-Possessing track plus courses of instruction specifically designed to address the requirements for facilities with approval to store classified information.

The Possessing Track of the curriculum satisfies the NISPOM training requirement for FSOs whose facilities have safeguarding capability.

Security professionals or non-security professionals who have ancillary security duties or who want to learn more about the National Industrial Security Program may take any of the course offerings from this curriculum.

They do not have to complete either track. The series of required courses in each track are only necessary for an FSO to satisfy the NISPOM paragraph 3-102 training requirement.

It is planned that these eleven courses will comprise the “Non-Possessing” track of the FSO curriculum and must be completed to fulfill the NISPOM training requirement for FSOs at companies with no safeguarding capability.

These courses align with topics in the existing instructor-led training and independent study courses.

The DSS Academy recommends that these courses be taken in the sequence shown, although it will be possible to take the courses in any order.

Most of these courses will take less than two hours to complete.

FSOs will be required to register for and pass exams associated with each course and can bypass the course materials to test out of a course if they already know the content. The exception to this is the “FSO Role in the NISP” course which must be taken in its entirety and does not have a separate final exam.

FSOs will be required to pass all exams associated with the courses to earn a certificate of completion for the Non-Possessing Track.

The number of courses and course names may change as new knowledge, skills and training requirements for FSOs are identified.

It is planned that these fifteen courses will comprise the “Possessing Track” of the FSO curriculum and must be completed to fulfill the NISPOM training requirement for FSOs at companies with safeguarding capability.

This track includes all of the courses (1-11) contained within the Non-Possessing Track and additional courses of instruction (12-15) specifically designed to address the requirements for facilities with approval to store classified information.

Completion of all fifteen courses is equivalent to completing the existing instructor-led FSO Program Management Course. When the online curriculum becomes available the Instructor-led FSO Program Management Course will no longer be offered by the DSS Academy.

FSOs will be required to pass all exams associated with the courses to earn a certificate of completion for the Possessing Track.

The number of courses and course names may change as new knowledge, skills and training requirements for FSOs are identified.

Just as with the Non-Possessing track, FSOs will be required to pass each course exam and can bypass the course materials to test out of a course if they already know the content.

After successfully completing all the course exams in the track, a Certificate of Completion for the Possessing track will be issued.

In addition to offering training which satisfies NISPOM paragraph 3-102 requirements, the FSO Distance Learning Curriculum will include Optional Training and Online Resources.

Those courses designated as Optional Training are designed to enhance an FSO's knowledge and skills in focused areas of security.

Completion of this training is not required to earn a certificate of completion for either track of the FSO curriculum or to satisfy the NISPOM FSO training requirements.

In some cases, the Cognizant Security Office may require an FSO or an Information System Security Manager to complete additional (optional) training.

A few examples of Optional Training currently offered by the DSS Academy include the NISPOM Chapter 8 Requirements Course, a distance learning course covering security requirements for processing and storing classified information in information systems;

the NISPOM Chapter 8 Implementation Course, an instructor-led course addressing security requirements for processing and storing classified information in complex information systems;

and the Security Awareness For Educators Course, or SAFE Course, an instructor-led course providing guidance on how to establish and maintain a viable security education program. Business Structures in the NISP is a distance learning course which addresses various ways that companies may be organized and how the structure of a company is related to the company holding a facility clearance.

Here are examples of the Online Resources previously mentioned. They are available through an online "Resource Tool for Security Professionals" that was developed to support the FSO Distance Learning Curriculum .

This tool is designed to support the FSO Curriculum and offer easy access to information that supports job performance from the DSS web site.

It includes policy documents such as the NISPOM, NISPOM Index, and Industrial Security Letters;

job aids such as the Self Inspection Handbook for NISP Contractors;

desk references such as the JPAS Tool on How to Use the System; forms like the DD 254 Form and Handbook;

and links to Professional Organizations, DoD and non-DoD websites, and actual database systems such as JPAS and ISFD.

Resources for FSOs will continuously be added as they are identified and become available.

So when can you expect to see the FSO Distance Learning curriculum? Some of the courses and the Resource Tool will be available in 2008. The DSS Academy plans to have the entire curriculum deployed by 2010.

When initially rolled out in 2008, the Non-Possessing Track of the curriculum will require completion of the independent study course, The Essentials of Industrial Security Management (EISM) and a newly developed 3.5-hour, web-based interactive course called FSO Role in the NISP.

The Possessing Track of the curriculum will require completion of those courses plus the independent study course, Protecting Secret and Confidential Documents (PSCD).

The 15 web-based interactive courses comprising the FSO Distance Learning curriculum will be deployed as they are completed.

In fact, several of the courses will be available in 2009 as optional training until the entire curriculum is completed.

Once all web-based interactive courses covering the information contained within the EISM and PSCD independent study courses are deployed, those courses will no longer be included as part of the curriculum.

At that time, the entire FSO Distance Learning curriculum, Optional Training and Resource Tool for Security Professionals will be accessible online.

If you have any questions regarding the Distance Learning FSO Curriculum, please contact the DSS Academy at this email address.
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