



## Exam Room Requirement Checklist

In order to become a certified exam room, your site must meet the following requirements. CPOCs must verify each objective and initial in the corresponding column. Please return to the CPMO at [osd.pentagon.ousd-intel.mbx.ifpc-pmo@mail.mil](mailto:osd.pentagon.ousd-intel.mbx.ifpc-pmo@mail.mil).

Component: \_\_\_\_\_

Room ID: \_\_\_\_\_

Requirements	Initial
Unclassified, internet-access computers; computers meet system requirements (see System Requirements)	
Proctor's desk will have full view of the exam room	
Quiet, uninterrupted, distraction-free exam room	
Storage area for candidate belongings (bags, etc.)	
All intelligence language has been removed from visibility (posters, etc.)	

CPOC/Proctor printed name: \_\_\_\_\_

CPOC/Proctor signature: \_\_\_\_\_

Date: \_\_\_\_\_