MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
                CHAIRMAN OF THE JOINT CHIEFS OF STAFF
                UNDERSECRETARIES OF DEFENSE
                COMMANDERS OF THE COMBATANT COMMANDS
                DIRECTOR, DEFENSE INTELLIGENCE AGENCY
                DIRECTOR, NATIONAL GEOSPATIAL INTELLIGENCE AGENCY
                DIRECTOR, NATIONAL RECONNAISSANCE OFFICE
                DIRECTOR, NATIONAL SECURITY AGENCY/CENTRAL
                    SECURITY SERVICE

SUBJECT: Launch of Intelligence Fundamentals Professional Certification Program

I am announcing the formal launch of the Intelligence Fundamentals Professional Certification (IFPC) program. This milestone represents the further integration and professionalization the Defense Intelligence Enterprise (DIE) workforce through the establishment of individual professional certifications codified to national and departmental standards. The IFPC is uniquely designed and is open to all personnel engaged in defense intelligence work and provides an entry-level/developmental focus that was not previously available. It also provides our intelligence workforce in support professions (e.g., acquisition, financial management, human capital, etc.) a non-tradecraft specific intelligence certification that demonstrates a fundamental knowledge of the DIE. I want to thank you for your representatives' work in developing and now implementing this program and have attached a listing of personnel who were instrumental in developing the IFPC and delivering a very successful pilot test.

The genesis of the IFPC is based on the Department of Defense (DoD) Inspector General Report (No. DoDIG 2015-015), "Evaluation of DoD Intelligence Training and Education Programs for the Fundamental Competencies of the DoD Intelligence Workforce," which indicated critical skill gaps and a lack of knowledge and skill standards for entry-level/ developmental intelligence professionals. To address this gap, and fulfill the recommendations of the report, a DIE Subject Matter Expert (SME) Working Group and the Certification Governance Council developed standards based on work and knowledge requirements common to each of your components. Following a very successful pilot with volunteers from your organizations, the IFPC Program Management Office (CPMO) formally stood up to manage the candidates and the conferral processes. Steps are underway to automate many of the certification support activities, increasing efficiency for certification candidates, Components, and the CPMO. By automating these essential steps, the goal is to transition to a consolidated CPMO framework that will provide these functions for multiple certification programs across the DIE. The CPMO functions are anticipated to provide support in both the unclassified and classified environments. In the coming months, other certification programs will receive information to evaluate the consolidated CPMO framework in terms of the efficiency and savings that could be realized for

their existing program. For additional information and to contact the CPMO, please use the following:

CPMO Phone (primary)	703-692-3768
CPMO Phone (secondary)	571-305-5268
CPMO E-mail	osd.pentagon.ousd-intel.mbx.ifpc-pmo@mail.mil
CPMO Website	http://DoDCertPMO.defense.gov

The IFPC was designed as a complementary program to all other Intelligence tradecraft certification programs and I want to thank the Functional Managers for their leadership in developing these programs and fully implementing them. I urge all of you to complete designating your billets that require certifications. This is a key step in ensuring your mission areas have the right skills and proficiency in those positions. The IFPC was a missing piece that now allows a full spectrum of certifications available to you, as listed in the attached certification dashboard and tracker.

I want to express my sincere appreciation to all those that supported the development and continued implementation of the IFPC program. This program is critical as its content provides the foundation upon which other DIE certification programs are built and provides a bridge to facilitate entrance into the defense intelligence workforce. It was designed to address the recommendations of the DoD IG Report and be complementary of other DIE tradecraft certifications. Office of the Under Secretary of Defense for Intelligence will continue to monitor and provide oversight of the IFPC program through the DoD Intelligence Training and Education Board (DITEB). Quarterly IFPC updates will be provided to the DITEB members, Governance Council members, certification staff elements of the department, the National Security Staff team, and the Office of Personnel Management. My point of contact is my Chief Learning Officer, Mr. Reese Madsen at (703) 692-3767 or arlyn.r.madsen.civ@mail.mil.

Kari A. Bingen
Acting

Attachments:
As stated

cc:
Director of National Intelligence
DoD Inspector General

IFPC Component Participants

IFPC Governance Council Chair: Sara B. Ratcliff (OUSDI)
IFPC Governance Council Vice Chair: William "Shoe" Schouviller (USMC)

Component	Name	Governance Council	SME Working Group
Academia (American Mil University)	Erik Kleinsmith	X	X
CJCS J2	Scott Bowman	X	X
DIA	Brenda Smith	X	
DIA	Brian Tate		X
DIA	Gary Allo		X
DIA	James McGrory	X	X
DIA	Jason Thompson		X
DIA	Marilyn Morris		X
DIA	Marilyn Peterson		X
DIA	Russell Spaulding		X
DSS	Boyd Crouse		X
DSS	Brett Young		X
DSS	Brian Kline		X
DSS	Dana Richard	X	
DSS	Michael Scott		X
Industry (Leidos)	Eric Reeves	X	X
National Guard Bureau	CW2 J. Abel Trevino		X
NGA	Brett Schmidt		X
NGA	CW4 Royce Stubbins		X
NGA	Kurt Savoie	X	X
NRO	None		
NSA	None		
OUSD(I)	Reese Madsen	X	X
OUSD(I)	Sara Ratcliff	X	
U.S. Air Force	Jason Koblyski	X	
U.S. Air Force	Julienne Wilkerson		X
U.S. Air Force	Laura Gillig	X	X
U.S. Army	Elizabeth Frame	X	X
U.S. Army	MAJ Brian McCarty	X	
U.S. Army	Susan Ramirez		X
U.S. Coast Guard	CDR Amanda Ramassini	X	
U.S. Coast Guard	LCDR Raymond Caro	X	X
U.S. Coast Guard	Theresa Brooks		
U.S. Marine Corps	William Schouviller	X	X
U.S. Navy	Courtney Tate		X
U.S. Navy	CPO Robert Scales		X
U.S. Navy	Curtis Watts		X
U.S. Navy	Fred Wilson		X
U.S. Navy	ICSM Rex Schmidt		X
U.S. Navy	ISCS Christopher Patterson	X	X
U.S. Navy	Kimberly Thomas		X
USGIF	Darryl Murdock		X

IFPC Pilot Test Summary

- Testing available 3-17 March 2017 at 11 locations (see table below)
- Remote locations provided Pilot Testing Guide (proctor survey) to standardize testing environment
- Exam delivered via online testing platform
- 202 multiple choice questions developed by DIE subject matter experts
- Candidates took approximately 1.5 hours to complete (min 30 minutes, max nearly 3 hours)
- 341 candidates completed IFPC test
    - Good mix of rank, age, years of intelligence experience, and education

DoD Component	Location	Total Tested
U.S. Air Force	Goodfellow AFB	98
	SOUTHCOM	4
U.S. Army	Ft. Huachuca	28
	SOUTHCOM	12
	NGIC	4
	GSX	3
	Goodfellow AFB	2
U.S. Marine Corps	Dam Neck	32
U.S. Navy	Navy IWTC	24
	SOUTHCOM	17
	GSX	2
	NGA	1
Defense Intelligence Agency	NGIC	10
	GSX	4
National Geospatial-Intelligence Agency	NGA Campus East	68
	SOUTHCOM	1
	GSX	3
National Reconnaissance Office	GSX	1
National Security Agency	None	None
SOUTHCOM	SOUTHCOM	5
SOCOM	Navy IWTC	1
Office of the Secretary of Defense	GSX	4
Other	Miscellaneous	17
Grand Total		**341**

DoD Intelligence & Security Certification Tracker
For the Period Ending: August 31, 2017

Nationally Accredited Certification Dashboard

Number of Certifications Planned	In 10 Functional Areas	Accounting for 100%	Total 31
Number of Certifications in Operational Phase	In 7 Functional Areas	Accounting for 74%	Total 23
Number of Certifications in Pilot Phase	In 2 Functional Areas	Accounting for 13%	Total 4
Number of Nationally Accredited Certifications	In 3 Functional Areas	Accounting for 32%	Total 10

Conferring Authority: HON Kari A. Bingen - Acting Under Secretary of Defense for Intelligence

Certification Totals	# of Tests Taken	Certification Holders by Workforce Category							
		CIV	MIL					CTR	TOTAL
			USA	USAF	USN	USMC	USCG		
Intelligence	19,041	8,176	1,209	949	695	514	9	126	11,678
Security	14,556	6,154	109	141	60	14	12	688	7,178
	33,597	14,330	1,318	1,090	755	528	21	814	18,856

Functional Manager: Principal Deputy Under Secretary of Defense for Intelligence

Certification Totals	# of Tests Taken	Certification Holders by Workforce Category							
		CIV	MIL					CTR	TOTAL
			USA	USAF	USN	USMC	USCG		
Intelligence Fundamentals Professional Certification	341	73	25	71	28	30	0	32	259
Sensitive Activites Professional Certification									
	341	73	25	71	28	30	0	32	259

DoD Intelligence & Security Certification Tracker
For the Period Ending: August 31, 2017

Functional Manager: Mr. Daniel E. Payne – Defense Security Service

Certification Totals	# of Tests Taken	Certification Holders by Workforce Category								
		CIV	MIL						CTR	TOTAL
			USA	USAF	USN	USMC	USCG			
*Security Fundamentals Professional Certification	7,968	2,810	62	90	31	7	5		406	3,411
*Security Asset Protection Professional Certification	1,589	939	10	17	5	2	3		126	1,102
*Security Program Integration Professional Certification	754	458	4	9	3	1	0		28	503
Adjudicator Professional Certification	1,249	827	0	1	0	0	0		2	830
Industrial Security Oversight Certification	678	277	3	0	1	0	1		24	306
*Physical Security Certification	1,629	669	30	24	17	4	3		82	829
Special Program Security Certfication	659	152	0	0	3	0	0		20	175
Due Process Adjudicator Professional Credential	30	22	0	0	0	0	0		0	22
*Denotes certification program is nationally accredited by the National Commission of Certifying Agencies (NCCA)	14,556	6,154	109	141	60	14	12		688	7,178

Functional Manager: LtGen Vincent R. Stewart, USMC – Defense Intelligence Agency

Certification Totals	# of Tests Taken	Certification Holders by Workforce Category								
		CIV	MIL						CTR	TOTAL
			USA	USAF	USN	USMC	USCG			
*Collection Management (CM)	1,151	263	82	55	56	11	0		70	537
All-Source Analysis (ASA) – Level 1	1,641	631	82	37	21	31	1		11	814
All-Source Analysis (ASA) – Level 2+	0	0	0	0	0	0	0		0	0
Intelligence Planning (IP)	97	51	12	0	5	5	0		1	74
Human Intelligence (HUMINT)										
Counterintelligence (CI)										
*Denotes certification program is nationally accredited by the National Commission of Certifying Agencies (NCCA). +Denotes certifications in development phase – no passing results have been assessed.	2,889	945	176	92	82	47	1		82	1,425

DoD Intelligence & Security Certification Tracker
For the Period Ending: August 31, 2017

Functional Manager: Mr. Robert Cardillo – National Geospatial-Intelligence Agency

Certification Totals	# of Tests Taken	Certification Holders by Workforce Category								
		CIV	MIL						CTR	TOTAL
			USA	USAF	USN	USMC	USCG			
*GEOINT Professional Certification – Fundamentals (GPC-F)	11,694	5,317	754	692	457	389	8	12	7,629
GEOINT Collection Management	466	284	35	18	5	2	0	0	344
*Aeronautical Analysis	192	133	0	0	0	0	0	0	133
*Imagery Analysis	1,696	683	86	73	120	36	0	0	998
Geospatial Analysis	741	305	82	0	1	8	0	0	396
*Cartography	275	209	6	1	0	0	0	0	216
Applied Science (Geodetic Earth Science, Geodetic Surveying, GPS Orbital Science, Bathymetry)	215	124	0	0	1	1	0	0	126
*Geospatial Data Management	196	67	27	1	0	0	0	0	95
Maritime Analysis [++]	1	0	0	0	0	0	0	0	0
Imagery Science	121	36	18	1	1	1	0	0	57
Human Geography [++]	102	0	0	0	0	0	0	0	0
*Denotes certification program is nationally accredited by NCCA ** Denotes certifications in pilot phase – no passing results have been assessed	15,699	7,158	1,008	786	585	437	8	12	9,994

Functional Manager: ADM Michael S. Rogers, USN – National Security Agency

Certification Totals	# of Tests Taken	Certification Holders by Workforce Category								
		CIV	MIL						CTR	TOTAL
			USA	USAF	USN	USMC	USCG			
Computer Network Operations (CNO) Operators	63	0	0	0	0	0	0	0	0
Requirement and Targeting (CNO) Analyst [++]	0	0	0	0	0	0	0	0	0
Apprentice Interactive Operator	49	0	0	0	0	0	0	0	0
Computer Network Operations (CNO) Solutions Developer [++]	0	0	0	0	0	0	0	0	0
**Denotes certifications in the pilot phase – no passing results have been assessed	112	0	0	0	0	0	0	0	0