

Certification Program Volunteer Form



All ASIS certification programs are created and maintained by ASIS-certified volunteers in the security profession. Each volunteer panel must be comprised of a wide range of backgrounds including years in the field, geographic location, industry, and more. All volunteers will receive CPEs for their work.

If you hold an ASIS certification and are interested in volunteering to help ensure the certification programs align with current and emerging industry trends, please review the following, noting the required time frame commitments and choose the one that works best for you. These panels are recruited as needs arise. ASIS will alert our certificants when a new panel is being assembled.

- Job Analysis Panel** – Approximately every five years, ASIS conducts a job analysis study to ensure our exams reflect the knowledge and skills needed to hold an ASIS certification. A JA Panel typically is comprised of 10-15 volunteers. Time commitment: Approximately 3-5 three-hour virtual meetings.
- Standard Setting Panel** – After each Job Analysis Study, a standard setting panel is assembled to recommend a passing score of the exam. This panel generally is comprised of 10-12 certificants. This Standard Setting Panel meets virtually for approximately two hours to be trained and then the panel will actually take the exam, reviewing all the test questions to decide the item's difficulty, and the percentage of test takers who will answer the item correctly. Panelists will have three days (instead of a few hours!) to take the exam (their results will not affect their current certification status!). The panel will then meet a second time to go over the analysis and to decide the appropriate cut score (also called the "passing score"). The second meeting will be 3-4 hours depending on the panel's comments.
- Item Writing Panel** – Item writing panels are comprised of 10-12 item writers who will create new exam items (questions). Panelists are required to agree to a two-year commitment. Panelists will be trained on how to write and review items and will be required to write 10 items per year for the two-year assignment. All items will be written and stored using Prometric's item banking system.
- Item Review Panel** – All new items are reviewed by a second panel of experts. Item reviewers are required to agree to a two-year commitment. Each Item Review panel will be comprised of 10-12 item reviewers. Panelists will be trained on reviewing items and using the online item banking system.

Please complete the following and return to certification@asisonline.org. We will contact everyone with next steps after the panels have been selected.

Thank you for your interest and dedication to the ASIS Certification programs!

Sincerely,
Gayle Rosnick
Certification Director

Date of Application: _____

ASIS ID # _____

First Name: _____ Last Name: _____

Job Title: _____ Company Name: _____

Address: _____

City, State, Zip Code: _____

Country: _____

Phone #: _____ E-mail: _____

Which ASIS Certification do you hold? **CPP®** **PCI®** **PSP®** **APP**

What year did you achieve certification? _____

How many years have you been in a security management position? _____

What is the function that is most important to/best describes your job? (Check only one)

- | | |
|------------------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Security Principles and Practices | <input type="checkbox"/> Facility Management |
| <input type="checkbox"/> Business Principles and Practices | <input type="checkbox"/> Fire and Life Safety |
| <input type="checkbox"/> Investigations | <input type="checkbox"/> Fraud |
| <input type="checkbox"/> Personnel Security | <input type="checkbox"/> Infrastructure Protection |
| <input type="checkbox"/> Physical Security | <input type="checkbox"/> Insider Threat |
| <input type="checkbox"/> Information Security | <input type="checkbox"/> Intelligence |
| <input type="checkbox"/> Crisis Management | <input type="checkbox"/> Management/Leadership |
| <input type="checkbox"/> Administration | <input type="checkbox"/> Proprietary Information |
| <input type="checkbox"/> Brand Protection | <input type="checkbox"/> Risk Management |
| <input type="checkbox"/> Business Continuity | <input type="checkbox"/> School Safety and Security |
| <input type="checkbox"/> Compliance/Licensing/Regulation | <input type="checkbox"/> Security Services |
| <input type="checkbox"/> Consulting | <input type="checkbox"/> Security Technologies |
| <input type="checkbox"/> Counterterrorism | <input type="checkbox"/> Training/Education |
| <input type="checkbox"/> Crime and Loss Prevention | <input type="checkbox"/> Workplace Violence |
| <input type="checkbox"/> Executive Protection | |

What is the industry or primary business sector in which you work?

- | | |
|---------------------------------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Agriculture and Food | <input type="checkbox"/> Energy/Utilities |
| <input type="checkbox"/> Banking/Financial Services/Insurance | <input type="checkbox"/> Engineering/Architecture/Design |
| <input type="checkbox"/> Chemical/Petrol/Mining | <input type="checkbox"/> Fire and Life Safety |
| <input type="checkbox"/> Commercial Real Estate/Facilities | <input type="checkbox"/> Gaming |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Government (nonmilitary) |
| <input type="checkbox"/> Cultural Properties | <input type="checkbox"/> Healthcare |
| <input type="checkbox"/> Data Centers | <input type="checkbox"/> Hospitality/Lodging/Entertainment |
| <input type="checkbox"/> Educational Institutions | <input type="checkbox"/> IT |

- Law Enforcement
- Legal and Regulatory
- Manufacturing
- Military/National Security
- Pharmaceutical
- Research and Development
- Retail
- Security Products

- Management and Security Services: Consulting
- Management and Security Services: Executive Protection
- Management and Security Services: Guarding
- Management and Security Services: Investigation

Do you have any experience with professional exam development activities? Yes No

Explain: _____

Please describe your interest and goals in volunteering as a subject matter expert.

If selected to sit for a volunteer panel, I understand that I will be required to complete a conflict of interest and confidentiality agreement. In addition, I agree to wait two years after my appointment ends to participate in any ASIS preparatory classes or training.

Sign here

X _____

Date _____

Please return this form to: certification@asisonline.org