



ADVISORY: Insider Threat Program Personnel Training

NITTF-ADVISORY-2021-001

DATE: 15 March 2021

PURPOSE:

The basic requirements for insider threat personnel training are contained in the White House Memorandum, *National Insider Threat Policy and Minimum Standards for Executive Branch Insider Threat Programs* ("Policy and Standards"), dated 21 November 2012.

Four of the minimum standards require executive branch department and agency (D/A) insider threat program personnel be fully trained in the following:

- Counterintelligence and security fundamentals to include applicable legal issues,
- Applicable laws and regulations regarding the gathering, integration, retention, and safeguarding of records and data, including the consequences of misuse of such information,
- Applicable civil liberties and privacy laws, regulations, and policies, and,
- Investigative referral requirements of section 811 of the Intelligence Authorization Act for FY 1995, as well as other policy or statutory requirements that require referrals to an internal entity, such as a security office or Office of the Inspector General, or external investigative entities such as the Federal Bureau of Investigation, the Department of Justice, or military investigative services.

The United States Government has established standards to define expertise in insider threat across executive branch D/As, including the required areas above, and provided a path to obtain recognition for expertise.

Therefore, the National Insider Threat Task Force (NITTF) is providing the following information on the Certified Counter-Insider Threat Professional (CCITP) Program that satisfies training requirements established by the 21 November 2012 Policy and Standards.

GUIDANCE:

Working with the federal insider threat community, the NITTF developed an Insider Threat Competency Resource Guide (CRG), published in August 2017, which establishes uniform competencies and nomenclatures for insider threat professionals. The Insider Threat CRG is the standard for the

Intelligence Community pursuant to Intelligence Community Directive 610, Competency Library for the intelligence Community Workforce, and serves as recommended guidance for the federal workforce. It identifies key insider threat work activities as well as core, technical, and values-based insider threat competencies. The CRG informed the Counter-Insider Threat Essential Body of Work (EBW), which reflects broad accountabilities needed to ensure successful execution of the counter-insider threat mission, and the Essential Body of Knowledge (EBK), which reflects knowledge needed to execute accountabilities specified in the EBW.

The Certified Counter-Insider Threat Professional (CCITP) Program provides a way for executive branch department and agency (D/A) insider threat program personnel to demonstrate and obtain recognition for expertise as defined by the CRG, EBW and EBK at two levels, CCITP-Fundamentals and CCITP-Analysis. Developed by the Director of the National Counterintelligence and Security Center (NCSC) and the Undersecretary of Defense for Intelligence and Security (USD(I&S)), both certification levels achieved third-party accreditation in January 2021, and are available for use by all executive branch D/A. The CCITP Governance Council (GC), an autonomous body, is responsible for overseeing and maintaining the program.

To demonstrate they have met the minimum standards defined above, executive branch D/A insider threat program personnel may obtain and maintain the appropriate certification level for their position. Information on prerequisites, registration, resources to prepare for the certification exams, and information on how to maintain certification is available at <https://dodcertpmo.defense.gov/Counter-Insider-Threat/>.

The NITTF recognizes that some D/As may possess legacy training programs that already meet the spirit of the Minimum Standards. Those D/As may choose to use an existing program, or transition to using the CCITP program. If your D/A's senior designated official believes your D/A possesses a compliant training program, please contact the NITTF.

NITTF POC: If you have any questions regarding this Advisory or the training courses, please contact the NITTF at NITTF-Assistance@dni.gov.



Robert W. Rohrer
Assistant Director – Insider Threat
National Counterintelligence and Security Center
Director
National Insider Threat Task Force