



DEFENSE COUNTERINTELLIGENCE AND SECURITY AGENCY

May 22, 2025

INFORMATION PAPER

SUBJECT: Changes to Designated Training for Insider Threat Program Personnel

BLUF: DCSA is announcing updated training requirements for insider threat program personnel within cleared industry, effective July 1, 2025. Under the new guidance, newly appointed insider threat program personnel can satisfy minimum training requirements by either completing the Center for Development of Security Excellence (CDSE) “Insider Threat Program for Industry Curriculum, INT333.CU” or by completing a contractor-developed training program that incorporates the required topics outlined in 32 CFR 117.12(g)(1). Importantly, insider threat program personnel appointed prior to July 1, 2025, who have already completed training are not required to complete the new curriculum.

CURRENT GUIDANCE:

1. The designated Insider Threat Program Senior Official (ITPSO) will ensure that contractor program personnel assigned insider threat program responsibilities and all other cleared employees complete training consistent with applicable DCSA-provided guidance.
2. In May 2016, DCSA provided guidance that contractors could either:
 - a. Develop their own training that includes the required NISPOM topics, or
 - b. Use the DCSA-designated course below to achieve minimum training requirements:
 - i. Insider Threat Program Personnel: Establishing an Insider Threat Program for Your Organization, INT122.16.
 - ii. Cleared Personnel: Insider Threat Awareness, INT101.16, or Counterintelligence and Security Brief, CI112.16.

TRAINING REVIEW:

1. In April 2025, the NISP Mission Performance Division notified stakeholders that DCSA was conducting a review of the designated insider threat training from May 2016 to determine if it continued to meet minimum NISPOM standards.
2. This review determined that *changes to the DCSA-designated training for insider threat program personnel were necessary*.



KEY UPDATES:

1. Effective July 1, 2025, DCSA-designated training for insider threat program personnel will change to ***Insider Threat Program for Industry Curriculum, INT333.CU***. Refer to table 1. There is no change regarding the designated training for all cleared personnel.
2. Insider threat program personnel appointed prior to July 1, 2025, are grandfathered into the May 2016 designated training and ***do not*** need to take the new training curriculum.
3. The term “program personnel” refers to individuals who ***manage*** the insider threat program, including the Insider Threat Program Senior Official (ITPSO). The ITPSO is responsible for identifying the specific individuals within their organization who are considered program personnel and therefore subject to these training requirements.
4. DCSA ISRs will validate personnel assigned insider threat ***program management*** duties, as determined by the ITPSO, have completed necessary training during initial compliance contacts or the security review process.
5. Multiple Facility Organizations who choose to develop their own training can request a review by DCSA HQ by emailing dcsa.quantico.dcsa.mbx.isd-nmp-div@mail.mil. Contractors should allow 30 days for the review. Upon completion, DCSA HQ will provide the contractor and assigned field office with a letter of approval.

TRAINING CURRICULUM TABLE:

Insider Threat Program for Industry Curriculum, INT333.CU	
NISPOM 117.12(g)(1) Requirement	CDSE Designated Course and Exam
Counterintelligence and security fundamentals.	Protecting Assets in the NISP, CI117
Procedures for conducting insider threat response actions.	Insider Threat Mitigation Responses, INT210.16
Applicable laws and regulations regarding gathering, integration, retention, safeguarding, and use of records and data, including the consequences of misuse of such information.	Insider Threat Records Checks, INT230.16
Applicable legal, civil liberties, and privacy policies and requirements applicable to insider threat programs.	Insider Threat Privacy and Civil Liberties, INT260.16

RESOURCES:

1. A copy of the Insider Threat Training Slick Sheet will be posted to the DCSA [NISP Tools and Resources](#) webpage as soon as practical.
2. For questions regarding this information paper, please contact the NISP Mission Performance Division mailbox at dcsa.quantico.dcsa.mbx.isd-nmp-div@mail.mil.

