Department of Defense
MANUAL

NUMBER 3305.13-M

USD(I)

SUBJECT: DoD Security Accreditation and Certification

References: See Enclosure 1

1. PURPOSE. This Manual:

a. Provides accreditation guidance and procedures for DoD education and training institution(s) (hereafter referred to as institutional accreditation) that support the DoD security community in accordance with DoD Directive 5143.01 (Reference (a)) and DoD Instruction (DoDI) 3115.11 (Reference (b)).

b. Provides guidance and procedures for developing and implementing certification programs in accordance with References (a) and (b).

c. Implements the policy in DoDI 3305.13 (Reference (c)) and establishes roles and assigns responsibilities for the development, implementation, and maintenance of the DoD Security Professional Education Development (SPēD) Certification Program in accordance with Reference (b).

2. APPLICABILITY. This Manual applies to:

a. OSD, the Military Departments, (including the Coast Guard at all times, including when it is a Service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the DoD, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (hereafter referred to collectively as the "DoD Components").

b. DoD personnel performing assignments outside the DoD.

3. DEFINITIONS. See Glossary.

4. RESPONSIBILITIES. See Enclosure 2.

5. PROCEDURES

a. Enclosure 3 identifies the accreditation requirements used to support the DoD security community and the SPēD Certification Program.

b. Enclosure 4 identifies the procedures for developing the DoD accreditation-ready SPēD Certification Program. This includes guidelines for:

(1) Establishing formal and documented processes for assessing and evaluating whether personnel within the DoD security workforce have acquired the knowledge and skills required to perform security functional tasks.

(2) Categorizing defense security positions in terms of the security functional tasks and identifying certifications applicable to personnel performing the security functional tasks.

c. Enclosure 5 provides templates associated with preparation of accreditation documentation.

6. INFORMATION REQUIREMENTS. The annual report on Accreditation and Certification, as described in Enclosure 4, has been assigned DD-INTEL(A)2252 in accordance with DoD 8910.1-M (Reference (d)).

7. RELEASABILITY. UNLIMITED. This Manual is approved for public release and is available on the Internet from the DoD Issuances Website at http://www.dtic.mil/whs/directives.

8. EFFECTIVE DATE. This Manual is effective upon its publication to the DoD Issuances Website.

Michael G. Vickers
Acting Under Secretary of Defense for Intelligence

Enclosures

1. References
2. Responsibilities
3. Accreditation Requirements
4. SPēD Certification Program Procedures
5. Templates for Consistent Documentation

Glossary