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GEOINT Professional Certification

Program Handbook

March 11, 2025

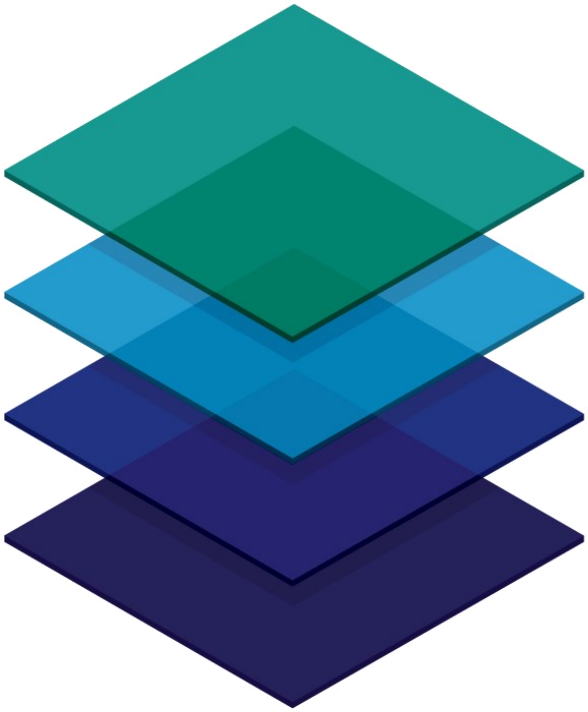
Aeronautical Analysis

Applied Sciences

Cartography

GEOINT Collection

Geospatial Analysis



Human Geography

Imagery Analysis

Imagery Science

Maritime Analysis

Geospatial Data Management

GPC Fundamentals

https://www.nga.mil

Select Employee Resources – GPC

WELCOME TO GEOINT PROFESSIONAL CERTIFICATION

Congratulations on choosing to pursue GEOINT Professional Certification (GPC). GPC is our standard to ensure core readiness of our workforce and interoperability amongst our mission to provide geospatial intelligence to warfighters and national-level decisionmakers.

This certification program is integral to GEOINT's fulfillment of the National Defense Strategy. Holding a GPC credential signifies your commitment to mastering the skills necessary to be a professional practitioner of GEOINT. It allows you to excel in the most critical mission areas to protect our Nation's security. Your GEOINT expertise will be recognized by colleagues, and your credibility will be understood by mission partners.

The GPC standards are Joint Standards; each National System for Geospatial-Intelligence (NSG) Component organization trains and equips their workforce for their unique mission set. As the Defense Intelligence Enterprise Manager for GEOINT, I rely on GPC to certify that members are able to work across an interoperable GEOINT Enterprise. Our collective success in implementing the National Defense Strategy depends in large part on our ability to sustain a highly proficient, skilled, and agile workforce.

GPC is overseen by the Under Secretary of Defense for Intelligence and Security and is supported across the Intelligence Community under Director of National Intelligence guidance. Certification is available to GEOINT practitioners across the NSG and to foreign partners working alongside our forces. GPC is an important part of the GEOINT professional development career path. It is also an important tool to enable integration of experts from fields outside of GEOINT to add value to the fight.

Each certification is developed by actual practitioners, to include GEOINT analysts and Subject Matter Experts from across the NSG. They contribute to job task analyses, create a Body of Knowledge, prepare test questions, and participate in the regular review and refresh of program content. This ensures our certification

standards keep pace with evolving tradecraft. All 11 GPC programs are accredited by the National Commission for Certifying Agencies, demonstrating the objectivity of each program's standards and respective exam.

This handbook is the starting point for your journey to professional certification and serves as a tool to help you navigate the program. I encourage you to learn more about GPC, and to discuss with your supervisors and mentors how GEOINT Professional Certification fits into your professional development plan.

GEOINT will only be able to meet the emerging needs of warfighters and national-level decisionmakers through our workforce's commitment to professionalism and lifelong learning. I applaud those who earn GPC credentials and uphold the standards of practice for the GEOINT profession.

Vice Admiral Frank D. Whitworth
Defense Intelligence Enterprise Manager for GEOINT
Intelligence Community GEOINT Functional Manager

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PURPOSE OF THIS HANDBOOK

The GEOINT Professional Certification (GPC) Program Handbook provides geospatial intelligence professionals with information on the objectives, requirements, and benefits of the GEOINT certifications established for each National System for Geospatial Intelligence (NSG)-defined tradecraft area. The Program Handbook also contains certification policies and procedures, describes the specific eligibility requirements for each GEOINT certification, and describes the steps to earn and maintain GPC credentials.

PURPOSE OF CERTIFICATION

The GPC Program was developed in support of Under Secretary of Defense for Intelligence and Security (USD(I&S)) and Director of National Intelligence (DNI) initiatives to further professionalize the NSG workforce. Each GEOINT Professional Certification is based upon a community-defined set of competencies associated with the knowledge and skills necessary to successfully execute the GEOINT mission. Earning a GPC credential demonstrates proficiency in the content areas in the Essential Body of Knowledge (EBK) for the certification and indicates a candidate's ability to support the associated GEOINT work role. These certifications promote interoperability across the GEOINT community and enable GEOINT practitioners to demonstrate proficiency in the competencies that are common to their specific geospatial intelligence discipline. The National Geospatial-Intelligence Agency (NGA) manages the GPC Program for the benefit of all GEOINT practitioners under the authority of the Defense Intelligence Enterprise Manager for GEOINT (DIEM-G). The GPC Program conducts certification activities in accordance with Department of Defense Manual (DoDM) 3305.10 and in compliance with the standards of the National Commission for Certifying Agencies (NCCA), the accrediting body of the Institute of Credentialing Excellence (I.C.E.).

VALUE OF GEOINT PROFESSIONAL CERTIFICATION

The certification program facilitates the advancement of professional development and training standards, promotes better synchronization and alignment of individual capabilities within the NSG through portable credentials, further professionalizes the workforce, and increases mission readiness. Earning a GPC certification demonstrates that a geospatial intelligence practitioner has demonstrated knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions.

SCOPE OF THE GPC PROGRAM

GPC is overseen by USD(I&S) and is supported across the Intelligence Community (IC) under DNI guidance. GEOINT certifications are available to all geospatial intelligence practitioners worldwide who (1) have gained at least one year of GEOINT-related experience while working in a Department of Defense (DoD) work role, (2) are actively performing GEOINT-related work within the NSG, and (3) hold an active U.S. Government (USG) security clearance (or active Commonwealth Partner equivalent) commensurate with the assessment classification.

GPC FRAMEWORK

The credentialing programs that compose GEOINT Professional Certification are designed to support the field of GEOINT organizations and professionals in accordance with GEOINT Basic Doctrine, Publication 1.0, April 2018 (Pub 1) and Geospatial Intelligence in Joint Operations (Joint Publication (JP) 2-0). These define GEOINT procedures within the DoD, with linkage to the broad Global GEOINT Enterprise. The GPC Program framework is a tiered model with certifications at proficiency levels commonly used across the Enterprise. GEOINT Professional Certification Fundamentals (GPC-F) is the Basic/Developmental Proficiency Level I (PL-I) certification for all practitioners within the field. Full Performance Proficiency Level II (PL-II) certifications GEOINT discipline/work role specific) are available for practitioners in the ten Pub 1-defined GEOINT tradecraft/work role/designation/occupational specialty areas. A candidate must maintain an active GPC-F credential and meet the assessment-specific requirements including the completion of a Professional Qualification Standard (PQS) when required, to be eligible to participate in a PL-II assessment.

GPC assessments measure an applicant's breadth of geospatial intelligence discipline/tradecraft-specific knowledge. Familiarity with the core body of knowledge associated with the work role of a GEOINT professional is essential to leveraging the full spectrum of the practitioner's capabilities. Prior to participating in a GPC assessment, candidates should refer to Appendix J to review the competencies (areas of expertise) and assessment weights associated with the credential they intend to earn.

JP 2-0 defines geospatial intelligence or GEOINT as "the exploitation and analysis of imagery and geospatial information to describe, assess, and visually depict physical features and geographically referenced activities on or about the Earth. Geospatial intelligence consists of imagery, imagery intelligence, and geospatial information." Considering the classified and proprietary nature of many of the sensors and systems used to derive this information, portions of GPC bodies of knowledge and the related resources are classified and can only be published on secure networks that meet or exceed the classification level of the content. To assist candidates in their preparation for GEOINT certification assessments and provide other information to broaden the candidate's knowledge in the assessment topic areas of expertise, GPC references are available on the following networks:

Access to GPC References

Assessment	Network / Domain	Resource Link	Credentials required for access
IA-II, GA-II, GC-II, IS-II	JWICS COE	https://gpc.nga.ic.gov/	USG Clearance and PKI
GPC-F, AA-II, AS-II, CA-II, GDM-II, HG-II, MA-II	NIPR SBU	https://geointcertification.nga.mil/get-certified/	Common Access Card (CAC)

The GPC Program is training-agnostic, and the Program Management Office (PMO) does not design, build, deliver, or accredit any educational programs, training programs, or courses of study leading to certification. The GPC Program does not require candidates to participate in any specific course or group of courses, does not require membership in any association, and does not require the purchase of any product or service.

GPC CREDENTIALS

The GPC Program enables eligible GEOINT practitioners to demonstrate their mastery of the facts, concepts, and principles deemed critical to the successful execution of GEOINT mission functions and earn the PL-I GPC Fundamentals credential and PL-II credentials in one or more of the NSG-defined tradecraft areas listed below. The purpose and competencies of each credential is delineated in Appendix J. Pub 1 provides a crosswalk of the tradecraft areas with their associated military and government civilian designations.

Proficiency Level I Assessment

Fundamentals (GPC-F)

Proficiency Level II Assessments

Aeronautical Analysis (AA-II)	Geospatial Data Management (GDM-II)
Applied Sciences (AS-II)	Human Geography (HG-II)
Cartography (CA-II)	Imagery Analysis (IA-II)
GEOINT Collection (GC-II)	Imagery Science (IS-II)
Geospatial Analysis (GA-II)	Maritime Analysis (MA-II)

GPC Credentials:

- Measure an individual's understanding and ability to apply the facts, concepts, and principles deemed critical to working within the GEOINT enterprise
- Identify competent professionals in the GEOINT discipline
- Increase employment opportunities across organizations
- Promote synchronization and alignment of individual capabilities with specific organizations across the National System for Geospatial Intelligence
- Assist employers in determining an individual's understanding of the knowledge and skills deemed critical to the successful execution of GEOINT mission functions

PROGRAM ACCREDITATION

DoDM 3305.10 specifies that the GPC Program must meet the published standards of the nationally recognized certification accreditation body, the NCCA. The application process for NCCA accreditation is described in the I.C.E. Standards for the Accreditation of Certification Programs. These Standards were the first to be developed by the credentialing industry for professional certification programs and promote the health, welfare, and safety of the DoD and public.

PROGRAM GOVERNANCE

The GPC Governance Council, hereafter known as the Governance Council, is an NSG-representative body which provides oversight of essential development, implementation, execution, maintenance, and sustainment decisions for the GPC Program, per DoDM3305.10 guidance. The Governance Council represents the interests of all parties with a stake in GPC program design, management, candidates, and maintenance.

The Governance Council serves as the decision-making body for certification policy coordination, certification program schema, and essential certification activities. The Council includes Component Representatives for the United States Air Force (USAF), United States Army (USA), United States Coast Guard (USCG), United States Marine Corps (USMC), United States Navy (USN), United States Space Force (USSF), Defense Intelligence Agency (DIA), and NGA, and Certified Population Representatives for each of the GEOINT Doctrine Publication 1.0 defined Tradecrafts. The Governance Council also serves as the Appeals Board (see Appendix E) and provides strategic direction to the GPC PMO.

PROGRAM MANAGEMENT OFFICE

The PMO directly supports the DIEM-G and provides administrative support to the Governance Council. The PMO also supports the strategic and technical aspects of the certification program including the development and maintenance of credentialing programs and assessments, psychometric evaluation of assessment reliability and validity, management of conferral and certification renewal processes, candidate registration, administration of assessments, the maintenance of applicant and certificant records, facilitation of waivers and appeals, and the management of the accreditation of all 11 GPC certifications.

CONTACT INFORMATION

Offices: NGA Washington room S24340 and NGA St. Louis room 2A-04
Phone: Open 571-557- 4721 or Secure 578- 4721
Email: gpcprogramoffice@nga.mil
SBU: https://geointcertification.nga.mil/
CMS: https://geointcertification.net/
WWW: https://www.nga.mil/resources/GEOINT_Professional_Certification.html

PROCESS TO EARN A GPC CREDENTIAL

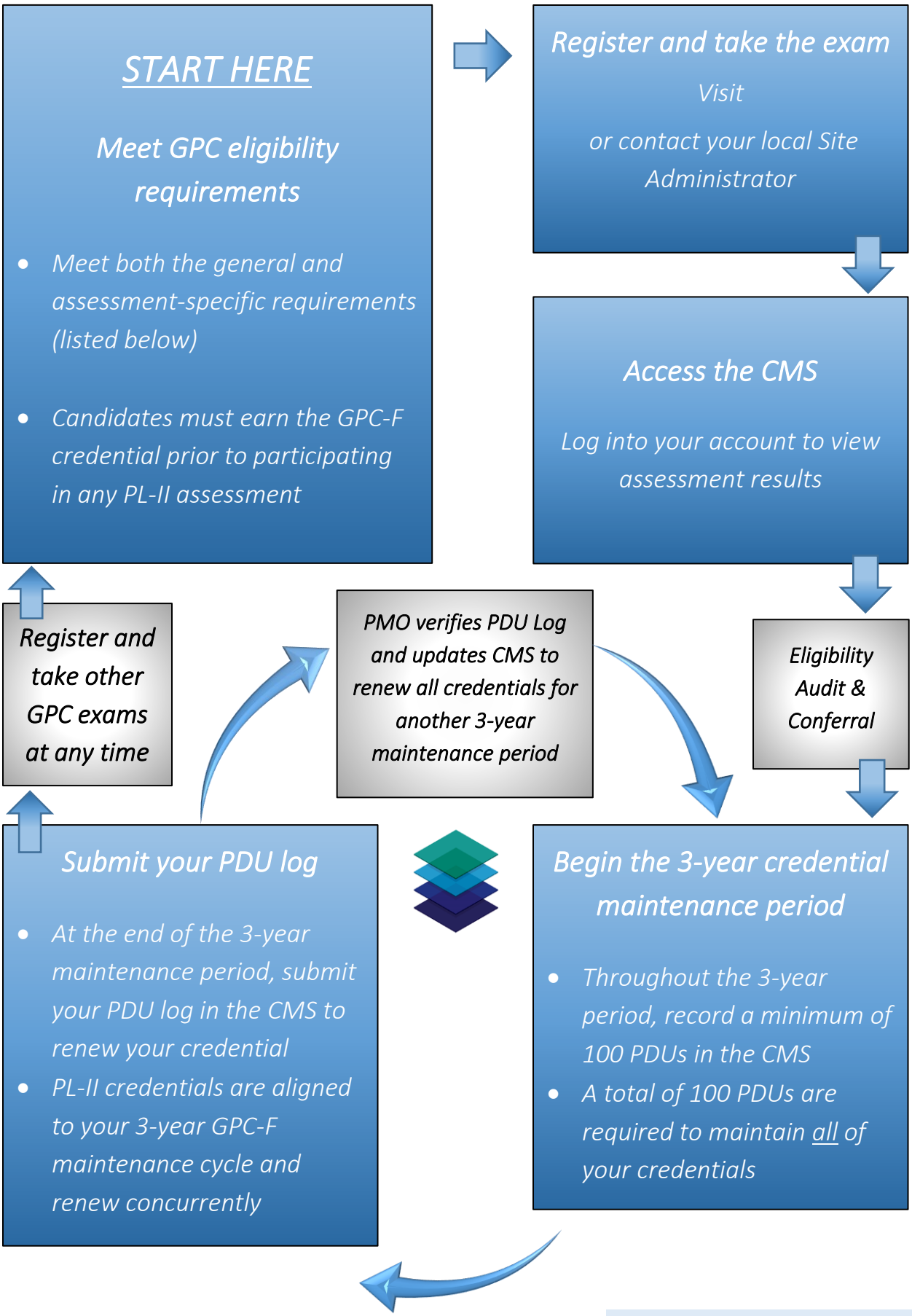
GEOINT practitioners must complete the following steps to earn and maintain GPC credentials to demonstrate their mastery of the facts, concepts, and principles deemed critical to the successful execution of GEOINT mission functions. The lifecycle of a GPC credential is described below:

Step 1: Meet the general and assessment-specific eligibility requirements. The GPC-F credential **must** be earned prior to participating in any PL-II assessment. Candidates **must not** participate in an assessment for a credential they currently hold or participate in a PL-II assessment prior to earning the GPC-F credential. See Appendix K for assessment eligibility requirements.

Step 2: Register for an assessment. The process for registering for an assessment depends on your location. Employees at NGA Washington and NGA St. Louis are required to schedule assessments through the GPC site https://geointcertification.nga.mil/how-to-register/ (USG Common Access Card (CAC)/Public Key Infrastructure (PKI) Certificate required). NGA candidates will be emailed reporting instructions prior to their assessment session. Practitioners at other locations may register for a GPC assessment through their local Site Administrator (see *Find a Test Location* at the bottom of the webpage listed above). All GPC assessment sites are listed in Appendix M. To reschedule an assessment session, please follow the instructions above and indicate that you are requesting to reschedule your assessment session.

Step 3: Pass the assessment. After completing the assessment, Site Administrators located at GPC Testing sites other than NGA Washington and NGA St. Louis will ship all assessment materials via global courier service to the GPC PMO for processing. Answer sheets not received by the PMO within six months of the assessment date are considered lost and are no longer eligible to be scored. Within 30 days of the date the PMO receives your six-page answer sheet, the PMO will send you an email at the unclassified email address you provided with instructions to log into the Certification Management System (CMS) to view your assessment results and feedback.

Step 4: Receive your credential. Once your eligibility attestations are verified and the DIEM-G has conferred your credential, the GPC PMO will upload your digital certificate and award letter to CMS. You should expect to be awarded your credential within 2-3 months of receiving your passing result letter. If you are a U.S. military or civilian employee, you may visit the GPC PMO (NGA Washington room S24340 or NGA St. Louis room 2A-04) to receive a lapel pin for each GPC credential you have earned. Please coordinate your visit in advance by emailing the PMO at gpcprogramoffice@nga.mil.


START HERE
Meet GPC eligibility requirements
Meet both the general and assessment-specific requirements (listed below)
Candidates must earn the GPC-F credential prior to participating in any PL-II assessment
Register and take the exam
Visit
or contact your local Site Administrator
Access the CMS
Log into your account to view assessment results
Eligibility Audit & Conferral
Begin the 3-year credential maintenance period
Throughout the 3-year period, record a minimum of 100 PDUs in the CMS
A total of 100 PDUs are required to maintain all of your credentials
Submit your PDU log
At the end of the 3-year maintenance period, submit your PDU log in the CMS to renew your credential
PL-II credentials are aligned to your 3-year GPC-F maintenance cycle and renew concurrently
PMO verifies PDU Log and updates CMS to renew all credentials for another 3-year maintenance period
Register and take other GPC exams at any time

ASSESSMENT-SPECIFIC ELIGIBILITY REQUIREMENTS

GEOINT certifications are available to all eligible geospatial intelligence practitioners at GPC Testing locations worldwide. The eligibility requirements to participate in each assessment are listed in the tables below.

Prior to registering for a GPC assessment, applicants must meet both the general and assessment-specific requirements for the credential they are pursuing. Candidates are required to self-attest to meeting those requirements prior to gaining access to the assessment materials. GPC credentials will only be awarded to candidates meeting all eligibility requirements and passing the associated GPC assessment. All PL-II certifications include holding an active GPC-F (PL-I) credential as an eligibility requirement. Please see Appendix K for the rationale associated with the eligibility requirements of each GPC credential.

GPC eligibility requirements are established by SMEs from across the NSG during the development of each certification. This differentiates GEOINT professionals having already acquired the knowledge and skills necessary to leverage the full spectrum of the practitioner's capabilities from inexperienced candidates who have not yet demonstrated competence in their specific work role/tradecraft area.

Military services, components, agencies, and other employers may establish additional requirements to participate in GPC assessments and should communicate those requirements through organizational policy and directives. These requirements fall outside the scope of GPC eligibility requirements and will not be considered for the award of GPC credentials.

General requirements – Must be met for all GPC certifications	
All GPC Certifications	Be actively serving in a GEOINT-related work role within the National System for Geospatial Intelligence (NSG)
	Gained at least one year of GEOINT-related experience while working in a Department of Defense (DoD) work role
	Hold an active U.S. Government or Commonwealth Partner equivalent security clearance commensurate with the assessment classification
	Be in good standing as defined by the candidate's/certificant's employing component or agency

Assessment-specific requirements – Must be met for the credential desired	
Fundamentals (GPC-F)	• Have at least one year of experience working in a Department of Defense (DoD) GEOINT agency or with GEOINT activities in a DoD component
Aeronautical Analysis (AA-II)	• Hold a valid GPC Fundamentals (GPC-F) credential • Have three or more total years of GEOINT aeronautical analytic experience • Successfully meet tradecraft entrance requirements to satisfy full performance Aeronautical Analysis work role requirements through relevant academic diploma/degree/certificate and/or previous professional experience
Applied Sciences (AS-II)	• Hold a valid GPC Fundamentals (GPC-F) credential • Have two or more total years of GEOINT Applied Sciences experience
Cartography (CA-II)	• Hold a valid GPC Fundamentals (GPC-F) credential • Have three or more years of experience as a GEOINT analyst or hold a valid GPC PL-II credential
GEOINT Collection (GC-II)	• Hold a valid GPC Fundamentals (GPC-F) credential • Meet one of the following experience criteria: (1) have two or more years of GEOINT collection experience, or (2) have five or more years of GEOINT experience and successfully complete GEOINT Research and Requirements (GCRM2203) or equivalent
Geospatial Analysis (GA-II)	• Hold a valid GPC Fundamentals (GPC-F) credential • Successfully complete the tradecraft-specific Professional Qualification Standards (PQS) as indicated in the NSG PQS Handbook for Geospatial Analysis
Geospatial Data Management (GDM-II)	• Hold a valid GPC Fundamentals (GPC-F) credential • Have two or more total years of GEOINT GDM experience or five or more years of GEOINT experience
Human Geography (HG-II)	• Hold a valid GPC Fundamentals (GPC-F) credential • Have two or more years of HG GEOINT experience or possess four or more total years of GEOINT Analyst work role experience
Imagery Analysis (IA-II)	• Hold a valid GPC Fundamentals (GPC-F) credential • Successfully complete the tradecraft-specific Professional Qualification Standards (PQS) as indicated in the NSG PQS Handbook for Imagery Analysis
Imagery Science (IS-II)	• Hold a valid GPC Fundamentals (GPC-F) credential • Possess three or more total years of Imagery Science work role experience • Successfully complete the specific work role Professional Qualification Standards (PQS) as indicated in the NSG PQS Handbook for Imagery Science
Maritime Analysis (MA-II)	• Hold a valid GPC Fundamentals (GPC-F) credential • Have a total of two or more years GEOINT Maritime Analysis experience or have five or more years of GEOINT experience

PQS REQUIREMENTS

The GPC Geospatial Analysis (GA-II), Imagery Analysis (IA-II), and Imagery Science (IS-II) certification programs require the completion of the respective Professional Qualification Standard (PQS) prior to registering for an assessment. A completed PQS signature page, the last page of the PQS Workbook, must be submitted during assessment check-in and must include signatures from the Candidate, the Attestant, and the Qualifier.

Candidate – The individual pursuing a GPC credential
Attestant – An analyst currently certified in the respective tradecraft that assures the candidate's aptitude and adherence to the respective tradecraft/component PQS
Qualifier – The first- or second-line supervisor of the Attestant that confirms the attestation

The assessment Proctor is required to send the signed PQS signature page to the GPC PMO with the assessment answer sheets and other session materials. Candidates may retain their PQS workbook and both the Candidate and the Attestant may claim Professional Development Unit (PDU) credit for completing the workbook and attestation.

ASSESSMENT LOCATIONS

GPC assessments are offered free of charge to eligible candidates and are provided at GPC Testing locations near concentrations of GEOINT professionals both in the U.S. and abroad. Each site is managed by a Site Administrator and supported by a cadre of Proctors. Please refer to Appendix M or visit the GPC websites listed above for specific assessment center locations.

SCHEDULING/REGISTRATION PROCESS

Applicants with access to the GPC PMO website on SBU may view the locations, dates, and times of all assessments offered at NGA locations during the next 90 days and may self-register for any assessment for which they are eligible and do not hold a current credential. Applicants without access to the website may register through their GPC Service Representative, Unit Training Manager, or organizational GPC Assessment Coordinator. Contact information for these representatives and additional scheduling information is published on the Registration page of the GPC website. Information on assessment accommodations is also provided on the GPC website and is included in the Requesting Reasonable Accommodations section below.

GPC assessments are offered free of charge to all eligible candidates.

Individuals are not permitted to sit for an assessment for which they hold a current credential.

Register for your assessment as early as possible so your preferred time and location will be available.

On the day of your assessment, be sure to bring your government-issued photo identification to the testing center.

REQUESTING REASONABLE ACCOMMODATIONS

Agencies and components administering GPC assessments will provide reasonable accommodations in accordance with applicable laws and regulations, including but not limited to the Americans with Disabilities Act (ADA), the Rehabilitation Act of 1973 (Sections 501 and 504), and Department of Defense (DoD) policy. Reasonable accommodations will be made unless they impose an undue hardship on the agency or fundamentally alter the nature of the assessment.

Request Process:

Candidates requiring accommodations must submit a formal request through their agency/component Reasonable Accommodation Program before scheduling an assessment. Each agency/component has specific timelines and procedures governing accommodation requests. Candidates should consult their organization's guidelines to ensure timely submission and processing of their request.

For NGA employees, the Office of Equal Employment Opportunity (EEO) administers the reasonable accommodation program. The EEO has up to 30 calendar days from the date all necessary documentation is received to issue a decision, barring extenuating circumstances.

Assessment Modifications and Alternative Access:

Agencies and components will engage in an interactive process with candidates to identify appropriate accommodations, which may include modifications to testing conditions, auxiliary aids, or alternative assessment methods.

If an agency or component determines that granting a requested accommodation would impose an undue burden, the organization must provide the candidate with a written denial, including a detailed explanation of the rationale and any alternative accommodations considered.

Appeal and Grievance Process:

Candidates whose requests are denied may seek reconsideration or file a grievance with their agency's EEO Office in accordance with the applicable complaint procedures. Further appeals may be available through the Equal Employment Opportunity Commission (EEOC), Merit Systems Protection Board (MSPB), or other relevant adjudicatory bodies, depending on the nature of the request and the governing regulations.

ASSESSMENT SPECIFICATIONS

All GPC assessments are paper-based and may include Multiple *Choice, True or False, Matching*, or *Fill-in-the-Blank* questions. All assessments are presented in English and are not translated (transadapted) for different languages or cultures. There are no subjectively scored items on GPC assessments and candidates' scores are not affected by rater judgments.

GPC Proctors provide all assessment materials (assessment booklets, answer sheets, pencils, comment sheets, and scratch paper) prior to administering the assessments. The number of items/questions and time limits for each assessment are listed in the *Assessment Specifications* table below. Prior to participating in a GPC assessment, candidates should refer to Appendix J to review the competencies (areas of expertise) and assessment weights associated with the credential they intend to earn.

Assessment Specifications

GEOINT Professional Certification	Number of items	Time limit	Classification
Fundamentals (GPC-F)	150	3 hours	U//FOUO
Aeronautical Analysis (AA-II)	110	2 hours and 30 minutes	U//FOUO
Applied Sciences (AS-II)	105	2 hours and 15 minutes	UNCLASSIFIED
Cartography (CA-II)	120	2 hours and 30 minutes	U//FOUO
GEOINT Collection (GC-II)	100	2 hours	SECRET//SCI
Geospatial Analysis (GA-II)	100	2 hours	U//FOUO
Geospatial Data Management (GDM-II)	120	2 hours and 30 minutes	U//FOUO
Human Geography (HG-II)	120	2 hours and 30 minutes	U//FOUO
Imagery Analysis (IA-II)	90	2 hours	SECRET
Imagery Science (IS-II)	120	3 hours	TOP SECRET//SCI
Maritime Analysis (MA-II)	120	2 hours and 30 minutes	UNCLASSIFIED

SECURITY AND CONFIDENTIALITY

Candidates are not permitted to bring electronic devices (phones, tablets, smartwatches, etc.) into the testing area. GPC assessments (including, without limitation, items/questions, answers, datasets, files, designs, or content in or related to the certification assessments) are the property of the U.S. DoD. Access to assessment materials is reserved for authorized users and assessment content is not authorized for public release or personal use.

GPC assessments are proctored in appropriate government facilities. Proctors are responsible for ensuring consistent testing environments for the GPC Program and may not discuss assessment content with candidates. GPC assessments are protected through a range of industry- and government-accepted security protocols. The assessment shall not be accessed electronically, copied, printed, or distributed without specific written approval from the GPC PMO.

Once determined by the GPC PMO, the candidate is notified that their result (e.g., Pass/Fail) is available via the unclassified email address provided by the individual on the day of the assessment. Candidate information, including test results, is stored within a Certification Management System accessible via secure protocols on the World Wide Web.

To protect the privacy and confidential information of applicants, candidates, and certificants, Personally Identifiable Information (PII) and individual-level data including demographic information and assessment results will be maintained in the strictest confidence except when required to comply with mandatory legal requirements and court orders or when the candidate specifically requests their PII be shared with a third party. Candidate requests for information must be provided in writing, state the specific data to be released, and specifically identify the third party authorized to receive the data. Data distributed as part of GPC studies/reports will be aggregated and all PII will be redacted.

TERMS AND CONDITIONS

The *GPC Terms and Conditions Agreement* details the candidate's responsibilities to protect the integrity of GPC assessments and the potential penalties for failing to comply with the listed provisions. Participation in the GPC Program is subject to the terms and conditions listed on the *GPC Assessment Eligibility Form* which candidates are required to sign prior to taking a GPC assessment. A copy of the *Terms and Conditions Agreement* is available in Appendix A for candidates to review prior to the assessment. Candidates refusing to accept the *GPC Terms and Conditions Agreement* are prohibited from participation in GPC assessments.

NON-DISCLOSURE AGREEMENT

All personnel working in the GPC PMO, serving as a Site Administrator or Proctor, with access to GPC Testing Materials/storage containers (i.e., safes or locked drawers), or assisting in the development of GPC assessments as a Subject Matter Expert, Reviewer, Item Developer, or Standard Setting Panel Member, must sign a *Non-Disclosure Agreement (NDA)* prior to obtaining access to any assessment materials. The NDA specifies the responsibilities of all such individuals to protect the integrity of GPC assessment materials and the potential penalties for failure to comply with these provisions. The GPC PMO maintains record copies of signed NDAs. See Appendix B for a copy of the NDA.

POTENTIAL CONFLICT OF INTEREST

Governance Council Members, Proctors, Site Administrators, Subject Matter Experts, Item Developers, Standard Setting Panel Members, Thought Leaders, Tradecraft Representatives, and others involved in certification decisions and/or assessment development, implementation, maintenance, and delivery must sign a *GPC Conflict of Interest (COI) Agreement* to increase awareness and help avoid actual, potential, or perceived conflicts of interest. Assessment administration or proctoring by a candidate's immediate supervisor, for example, presents a conflict of interest and is prohibited. See Appendix C for the COI form.

NON-DISCRIMINATION AND FAIRNESS

The GPC Program is committed to a fair, impartial, and bias-free certification process. Certification decisions are made without consideration of race, color, national origin, sex, religion, age (40 or over), disability (physical or mental), genetic information, or reprisal. In compliance with all applicable laws and regulations, the GPC Program ensures equitable access to assessments and upholds standardized procedures that promote fairness and consistency. The eligibility requirements, assessment content, testing environment, scoring methodologies, psychometric analyses, maintenance protocols, and recertification processes are designed to support an objective and non-discriminatory certification framework.

USE OF ARTIFICIAL INTELLIGENCE

Any utilization of Artificial Intelligence (AI) by the GPC Program is performed in accordance with all applicable laws and government regulations. AI refers to data-processing systems capable of performing tasks typically associated with human intelligence, such as reasoning, learning, and self-improvement. While AI may be used in accordance with DoD regulations to enhance efficiency and support decision-making, AI systems do not replace qualified human personnel in any core certification or test-development decisions. Any work performed by AI to support these processes is supervised and validated by qualified individuals to ensure integrity and accountability.

ASSESSMENT DAY ADMINISTRATION PROCEDURES

On the scheduled assessment date, registered candidates should arrive at the test site 15 minutes prior to the planned assessment start time. Candidates must bring valid USG-issued photo identification (CAC preferred) and sign the test site roster upon entry into the assessment area. Candidates without appropriate identification will not be permitted to participate in the assessment and will be required to reschedule.

Candidates must register for GPC assessments in advance of the scheduled assessment date to enable the GPC PMO to enable GPC proctors to prepare testing environments. Walk-ins are not permitted to participate in any assessment for any reason. Please register in accordance with the instructions provided in the Scheduling/Registration Process section listed above.

ITEMS NOT PERMITTED IN TESTING ROOMS

Upon check-in at the assessment site, candidates are provided all materials required to complete examinations (pencil, answer sheet, assessment booklet, and scratch paper). Backpacks, notepads, folders, and bags are allowed in assessment rooms but must be stored off the desk. Personal Electronic Devices (PEDs) such as cameras, phones, tablets, and smart watches are never permitted in the assessment environment.

INCLEMENT WEATHER OR EMERGENCIES

GPC testing may be delayed or canceled if inclement weather is forecast or develops in the vicinity of the test site on the scheduled assessment date. During severe weather or other emergency situations, please confirm the operating status of the facility with the Site Administrator prior to arrival.

SCORING AND RESULTS

The passing score for each assessment is approved by the Governance Council. Candidates must earn a score equal to or higher than the passing score to be eligible for conferral. A candidate receives one point for each question answered correctly and zero points for each question answered incorrectly. Candidates are not penalized for guessing. After scoring an assessment, the GPC PMO will send an email to the candidate with instructions to visit to establish a password and view their assessment results. Candidate results do not include raw assessment scores.

RETESTING POLICY

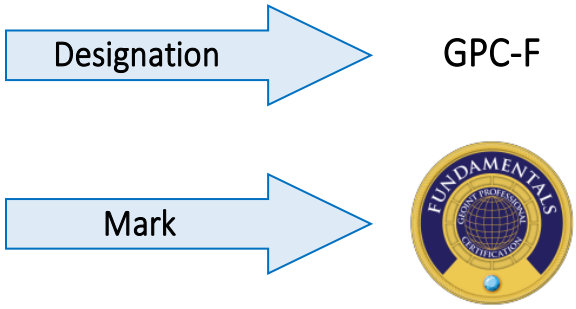
There is no limit on the number of times a failing candidate can sit for a GPC assessment. However, a candidate not obtaining a passing score for a particular GPC assessment may not take the same assessment for 90 calendar days. This waiting period is applied after each exposure to the assessment, regardless of whether the assessment was completed. To improve assessment security, the 90-day waiting period, use of multiple forms, and the periodic replacement of assessment items significantly reduces exposure of assessment items. Participation in other GPC assessments for credentials not held by the candidate is authorized during the waiting period. See the Waiver Process section for more information.

CONFERRAL AUTHORITY

Candidates meeting all eligibility requirements and receiving a passing score for a GPC assessment will be recommended to receive a GPC credential in accordance with conferral processes described in DoD Manual 3305.10. To standardize verification methods, decrease bias, and reduce the risk of inaccuracies in candidate documentation, the GPC PMO may confirm a candidate's compliance with each eligibility requirement by reviewing accessible USG databases and through verification by the candidate's employer or Service headquarters. The names of vetted candidates will be submitted to the Governance Council for approval then forwarded to DIEM-G for conferral. Credentials are awarded by the GPC PMO after DIEM-G conferral. The GPC Program does not grant reciprocal certifications.

APPROPRIATE USE OF GPC CREDENTIALS

GPC certification designations and certification marks promote the expertise of credentialed GEOINT professionals, differentiate certificants from their peers, and are specifically aligned with each earned credential. Only persons holding active GPC credentials are authorized to include GPC designations and marks in their email signature and on personal letterhead/stationary, websites, business cards, and resumes. The following GPC designations and marks are authorized for use by certified practitioners:



The certificant's name must appear on any materials where the GPC designation or mark is used. The GPC designation or mark should not be more prominent than the certificant's name.

The use of GPC designations and marks should be consistent with the purpose and scope of the GPC Program and should never be presented in a misleading or fraudulent manner. The GPC PMO may recommend the revocation of all GPC credentials held by an individual in conjunction with the unauthorized or inappropriate use of any GPC designation or mark.

Certification designations should be printed in all capital letters without periods following the certified professional's name. Separate the name and individual designation(s) with commas.

Certification marks are not required, but if used, should appear at the bottom of a signature block or in the lower-left or lower-right corner of a resume or curriculum vitae. Certification marks may be downloaded from https://gpc.nga.ic.gov on COE/JWICS or https://geointcertification.nga.mil/certification-marks/ on SBU/NIPR.

Examples of signature blocks:

Sincerely,
John A. Smith, GPC-F

Best regards,
Jane Doe, MBA, PMP, GPC-F

Respectfully,
Arthur C. Lundahl, PhD, GPC-F, IS-II

Examples of business cards:

Dr. Mary Blaine, PhD, GPC-F
mary.a.blaine@nga.mil
571-123-4546

AECS John P. Jones, GPC-F, IA-II
john.p.jones@us.navy.mil
571-123-3521

EXPIRATION AND REVOCATION

GPC credentials will expire and become inactive if the certificant fails to earn and document the specified PDUs in the CMS within the maintenance time-period (refer to the Maintaining and Renewing GPC Credentials section below).

Credentials may be revoked for unethical/unprofessional behavior (refer to Disciplinary Procedures) and/or the loss of an employee's Good Standing status (as defined by the certificant's Agency or Component). Contracted organizations are expected to notify the GPC PMO and the applicable Contracting Officer Representative (COR) if the organization becomes aware a certificant has lost their Good Standing status or exhibited behavior considered unethical or unprofessional (see Disciplinary Procedures). A certificant remains in Good Standing when they are 1) compliant with the "Good Standing" criteria defined by their DoD/NSG Agency or Component and are 2) not subject to any form of suspension, or disciplinary censure.

Other conditions, such as significant change in a certification EBK, may necessitate revocation of credentials or the requirement to undergo assessment to maintain certification. Revocation of an individual's GPC-F credential results in the loss of all GPC credentials held by that certificant and the loss of all rights associated with holding a GEOINT professional certification. Individuals whose GPC credentials have been revoked may sit for the GPC-F assessment only after all GPC-F eligibility requirements are met.

MAINTAINING AND RENEWING GPC CREDENTIALS

GPC-F credentials are valid for the three-year period following conferral and can be maintained indefinitely by remaining in good standing and documenting creditable Professional Development Units (PDUs) in the CMS prior to the end of the maintenance period. PL-II credential maintenance periods are aligned to the GPC-F credential maintenance period and will be renewed upon successful renewal of the GPC-F credential. **A certificant's three-year certification maintenance period commences upon award or renewal date of their GPC-F certification.** A total of 100 PDUs are required every three years to renew all GPC credentials a certificant may hold. A list of creditable maintenance activities is published in the CMS and included in the GPC Professional Development Units section of this document.

The purpose of certification renewal through maintenance and recertification is to promote the continuing competence of certificants. GPC maintenance requirements ensure certificants demonstrating competence at initial certification continue their professional development to maintain or expand specified levels of knowledge, skills, and abilities sufficient to perform their occupational roles throughout their careers.

The completion of 100 PDUs during the three-year certification maintenance period maintains all current certifications held by the GPC-certified individual. The attainment of a PL II certification (e.g., IA-II, GA-II, CA-II) does not impact the three-year maintenance period and is always aligned to the award date of the individual's GPC-F credential. A three-year recertification period allows certificants sufficient time to complete professional development activities enabling them to keep pace with changes in the GEOINT technologies, tools, and processes related to their work role.

Additional information on maintaining GPC credentials is available on the public-facing GPC web presence at https://www.nga.mil/resources/GEOINT_Professional_Certification.html. A list of certified individuals is available at https://geointcertification.nga.mil/ (SBU/NIPR) and at https://gpc.nga.ic.gov/ (COE/JWICS). Certificants without access to GPC websites may contact the GPC PMO at gpcprogramoffice@nga.mil or visit the CMS website at https://geointcertification.net/ for verification of their credential status.

PROFESSIONAL DEVELOPMENT UNITS

Certificants accrue PDUs throughout their three-year maintenance period by successfully completing creditable activities within the four approved professional development categories: Academic Study, Training/Education Activities, Professional Activities, and Professional Experience. Creditable activities are listed in the two PDU matrixes shown below.

- The Legacy PDU Matrix went into effect in December 2022. Certificants with a certification maintenance cycle in progress on 1 April 2025 will continue to use the Legacy PDU Matrix for the remainder of their three-year cycle. Upon renewing their credential(s), they will transition to the Updated PDU Matrix that takes effect on 1 April 2025.

- The Updated PDU Matrix will go into effect on 1 April 2025 and will be the only Matrix available after 1 April 2028. Certificants with a certification maintenance cycle in progress on 1 April 2025 will continue to use the legacy PDU Matrix for the remainder of their three-year cycle. Upon renewing their credential(s), they will transition to the new PDU Matrix. Certificants awarded the GPC-F credential on/after 1 April 2025 must use the updated PDU Matrix.

All earned PDUs apply to all certifications held by that individual for the duration of their current three-year maintenance period. Certificants should access the CMS as described below to record the title, description, category, start/end date, and the number of PDUs earned for each developmental action. Although certificants are not initially required to upload documents (e.g., course completion certificates, transcripts, supervisor attestations, etc.) into the CMS to provide evidence of their maintenance activities, certificants must maintain copies of this documentation to support potential audits. Documentation may be discarded following notification from the GPC PMO of successful recertification.

LEGACY PROFESSIONAL DEVELOPMENT UNIT MATRIX

Creditable Activities	PDUs
Academic Study (successful completion)	
Continuing Education	
GEOINT-related undergraduate course (semester based)	10 per credit hour
GEOINT-related graduate course (semester based)	15 per credit hour
Post Graduate Program	
Military Service Schools (full-time semester based)	10 per week
Military Service Schools (part-time semester based)	5 per week
Professional Development Program	1 per 8 contact hours
Noncredit Educational Activity	
Massive Open Online Course (MOOC), Open Learning Initiative, or course audit validated by a Certificate of Completion or Statement of Accomplishment	1 per credit hour
Training / Education Activity	
Organizationally Mandated Training for NSG Professionals	1 per web-based training (WBT) or event not to exceed 12 per year
National Geospatial-Intelligence College (NGC) or Agency/Component college/school course directly supplementing or supporting GEOINT tradecraft	1 per day
GEOINT-related entry level course	2 per day
GEOINT-related intermediate/advanced course	3 per day
Professional Activity	
GEOINT-related mentorship (recognized by Component or Agency)	1 per hour not to exceed 20 per year
GEOINT-related presentation at a symposium, conference, workshop, event (briefing, lecture, outreach) or seminar	1 per hour of development and/or presentation not to exceed 25 per year
GEOINT-related attendance at a symposium, conference, workshop, event (briefing, lecture, outreach) or seminar	1 per day

LEGACY PROFESSIONAL DEVELOPMENT UNIT MATRIX (CONTINUED)

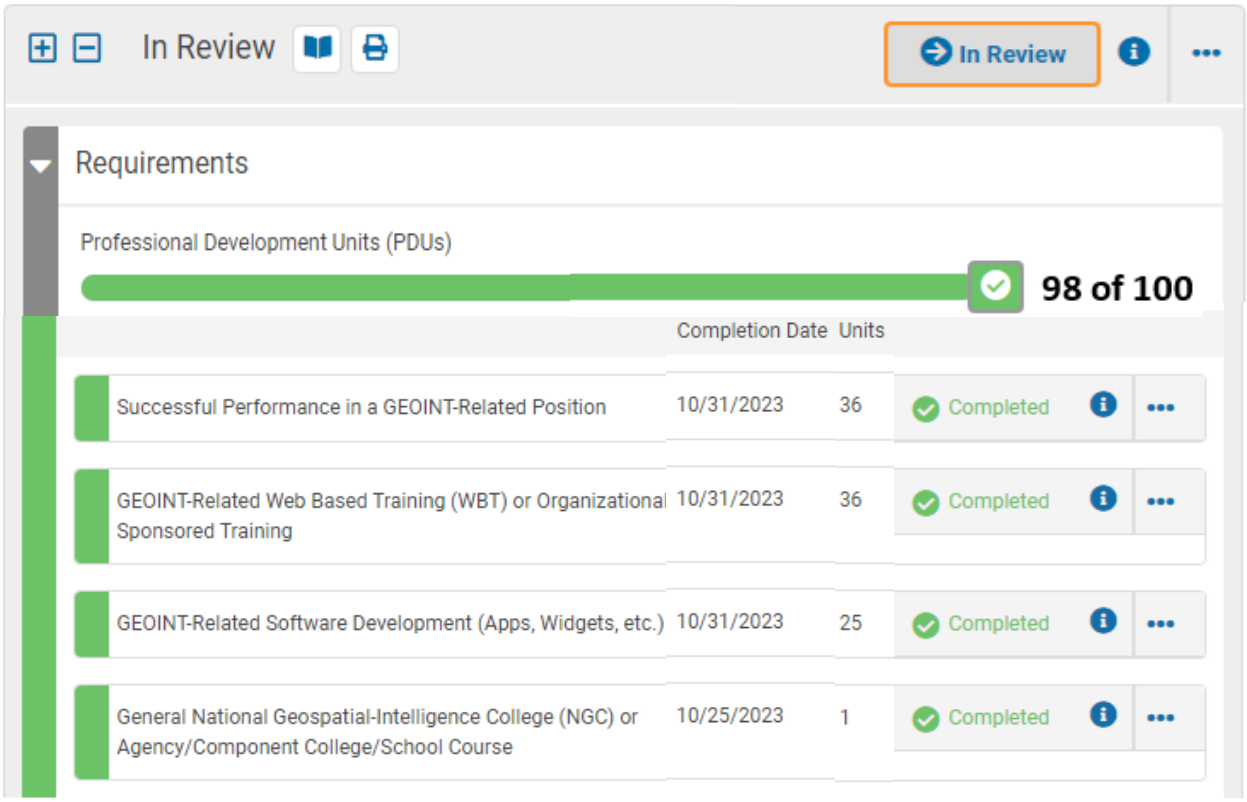
Creditable Activities	PDUs
Professional Activity (continued from previous page)	
GEOINT-related publication	50 for Authoring a GEOINT-related Dissertation/Thesis 45 for Authoring a Scholarly Book 25 for Authoring a GEOINT-related Chapter 25 for Authoring an article 25 for Authoring a Book Review 10 for Editing a Newsletter 5 for Authoring a Newsletter Article
Contribution of a new GEOINT technology or tactics, techniques, and procedures (TTP)	25 per development not to exceed 50 per year
GEOINT-related course development	1 per 8 hours of development not to exceed 40 per year
Participation in PMO sponsored/directed certification activity	1 per hour not to exceed 10 per year
GEOINT production and other impactful work activities that enhance GEOINT databases, tools, and processes	1 per product or activity not to exceed 25 per year
GEOINT-related structured On-the-Job Training (OJT) or Job Qualification Requirement (JQR)	1 per hour awarded on completion of OJT/JQR
Attestant for GA-II, IA-II or IS-II GEOINT Professional Qualification Standards (PQS)	5 per PQS witnessed / completed not to exceed 25 per year
Professional Experience	
GEOINT-related deployment	2 per week
GEOINT-related professional certification (PL-II or higher)	30 PDUs are automatically added to certificant logs upon initial award of each PL-II credential
Other intelligence community certification program	20 per completion
Joint Duty, 24/7, or external assignment outside the certificant's agency or component.	1 per week
Experiential travel (mission-related)	5 per week not to exceed 10 per year
GEOINT-related working group directed by a higher command or agency; advisory boards; career services	1 per each hour not to exceed 20 per year
Adjunct instruction of a course in GEOINT tradecraft at a recognized GEOINT institution	2 per hour of instruction not to exceed 25 per year
Successful performance in a GEOINT-related position	1 per month
GEOINT-related Joint/Cross Training	5 per day not to exceed 10 per year

Creditable Activities	PDUs
Academic Study (successful completion)	
Continuing Education	
GEOINT-related undergraduate course (semester based)	10 per credit hour
GEOINT-related graduate course (semester based)	15 per credit hour
Post Graduate Program	
Non GEOINT-Related Federal/Military Service Schools (full-time)	10 per month
Non GEOINT-Related Federal/Military Service Schools (part-time)	5 per month
Training / Education Activity	
Organizationally Mandated Training for NSG Professionals	1 per training/event not to exceed 4 per year
National Geospatial-Intelligence College (NGC) or Agency/Component college/school course directly supplementing or supporting GEOINT tradecraft	1 per day
GEOINT-related course	2 per day
Professional Activity	
GEOINT-related mentorship (recognized by Component or Agency)	1 per hour not to exceed 20 per year
GEOINT-related presentation at a symposium, conference, workshop, event (briefing, lecture, outreach), podcast, or seminar	1 per hour of development and/or presentation not to exceed 10 per year
GEOINT-related attendance at a symposium, conference, workshop, event (briefing, lecture, outreach) or seminar	1 per day

Creditable Activities	PDUs
Professional Activity (continued from previous page)	
GEOINT-related publication	50 for Authoring a GEOINT-related Dissertation/Thesis 10 for Authoring a GEOINT-related Book Chapter 10 for Authoring a GEOINT-related Professional Journal Article, Academic Paper, or Intelligence Report
Contribution of a new GEOINT technology or tactics, techniques, and procedures (TTP)	10 per development not to exceed 10 per year
GEOINT-related course development	1 per 8 hours of development not to exceed 40 per year
Participation in PMO sponsored/directed certification activity as determined by the GPC PMO support rubric	1-10 per support rubric activity
GEOINT production and other impactful work activities that enhance GEOINT databases, tools, and processes	1 per product or activity not to exceed 10 per year
GEOINT-related structured On-the-Job Training (OJT), Professional Development Program, or Job Qualification Requirement (JQR)	1 per day not to exceed 10 per year
Attestant for GA-II, IA-II, or IS-II GEOINT Professional Qualification Standards (PQS)	3 per PQS witnessed & completed not to exceed 18 per year
Professional Experience	
GEOINT-related deployment	1 per week
GEOINT-related professional certification (PL-II or higher)	30 PDUs are automatically added to certificant logs upon initial award of each PL-II credential
Other intelligence community certification program	10 per certification awarded
Joint Duty, 24/7, crisis support, or external assignment outside the certificant's agency or component	1 per month not to exceed 12 per year
Experiential travel (mission-related)	1 per week not to exceed 1 per year
GEOINT-related working group directed by a higher command or agency; advisory boards; career services	1 per hour not to exceed 20 per year
Adjunct instruction of a course in GEOINT tradecraft at a recognized GEOINT institution	2 per course not to exceed 20 per year
Successful performance in a GEOINT-related position	1 per month

CERTIFICATION MANAGEMENT SYSTEM

The GPC CMS is available to all candidates completing a GPC assessment and enables certificants to view assessment results, track their credentials, and document their creditable maintenance activities. The CMS also enables candidates to contact the GPC PMO via the "Contact Us" link located at the bottom of any CMS page. Within 30 days of the GPC PMO receiving assessment materials, candidates will receive an email prompting a visit to https://geointcertification.net/ to establish a password and view assessment results. Certificants can also view their active credentials, confirm their certification maintenance period, and record creditable maintenance activities.



The Professional Development Units log shown above is based on the *Legacy PDU Matrix* and includes 36 PDUs for 36 months of successful performance in a GEOINT-related position, 36 PDUs for Organizational Sponsored Training, 25 PDUs for Software Development, and 1 PDU for completing a Component Course. Earning, documenting, and submitting 100 or more PDUs during the three-year credential maintenance period enables a certificant to renew their GPC-F credential and any PL-II credentials they may hold.

To maintain credential(s) beyond your three-year maintenance period, be sure to retain copies of documentation of Professional Development Activities. Although this documentation can be uploaded to the CMS, candidates are not required to upload this to the CMS PDU Log and Renewal Application webpage.

RECORDING PDUS IN THE CMS

After scoring an assessment, the GPC PMO will send an email to the candidate with instructions to visit https://geointcertification.net/ to establish a password and view their assessment results. Those individuals that receive a passing score must submit a *PDU Log and Renewal Application* prior to the end of their three-year credential maintenance period to document their ongoing professional development activities to maintain competence in their tradecraft/specialty area.

To view your *PDU Log and Renewal Application*:

1. Navigate to https://geointcertification.net/ , log into your CMS account, and view your profile by selecting 'My Account' located on the top right corner of the screen
2. Under Account Details, select 'PDU Log and Exam Results'
3. Click 'Open' or 'View' to the right of the PDU Log and Renewal Application line
4. Select 'Add PDU' and enter the category, title, and number of associated PDUs
5. After entering your PDU activities, you will be returned to the PDU Log/Renewal Application page

In addition to enabling certificants to record creditable maintenance activities, the CMS allows certificants to view their active credentials and confirm their certification maintenance period.

AUDITS

To ensure the accuracy of the recertification process, the GPC PMO will periodically conduct audits of certificant records to verify compliance with recertification requirements (see Appendix G). Certificants must maintain evidence of their maintenance activities (paper copies, digital files, or uploads to the CMS) until notified of their successful recertification. Individual record maintenance will help ensure certificants receive appropriate certification maintenance credit upon transfer, separation, or retirement from their component or agency.

UPDATING YOUR EMAIL ADDRESS

A current, unclassified email address is required to receive renewal notifications from the CMS and other important information regarding the maintenance of certificants' credential(s). Current DoD email addresses, as well as personal non-work email addresses are valuable to remain in contact with the GPC program throughout the life of credential maintenance. Please update your unclassified email address in the CMS whenever it changes.

WAIVER PROCESS

Under certain circumstances, a candidate may seek and qualify for a waiver for a GPC certification. Waivers will be considered for:

1. Matters of eligibility, such as:
    - GEOINT experience gained outside of the DoD/NSG
    - Training equivalency
2. Factors impacting the 90-day mandatory wait time between testing attempts, such as:
    - Proctor-documented assessment session disruptions
    - Deployment
3. Certification Maintenance and Renewal process, such as:
    - Early Submission of Renewal Application (more than 6 months in advance of deadline)
    - Extenuating circumstances affecting timely submission (deployment, medical leave, etc.)

Waiver requests are required to be submitted per the process outlined in Appendix D of this document.

APPEAL PROCESS

Any GPC applicant, candidate, or certificant may seek an appeal to challenge a specific GPC decision. The process includes two levels of appeal to reduce administrative burden on the GPC Governance Council. Appeals may not be submitted on behalf of an applicant, candidate, or credential holder by a second party; they must be submitted by the individual whose case is to be considered.

See Appendix E for information on the GPC appeals process and a listing of issues for which a candidate may file an appeal.

DISCIPLINARY PROCEDURES

GPC candidates and credentialed individuals are hereby notified that any unethical or unprofessional behavior that compromises the integrity of the GPC Program or other actions discrediting the GPC credential, GPC certificants, or the GEOINT profession will be reviewed by the appropriate authorities.

The review may preclude the individual's participation in an assessment, invalidate the result of an assessment, or impose a probationary period to temporarily deny the candidate or credential holder of participation in the GPC Program.

Additionally, relevant portions of any review may be forwarded to the individual's chain of command and/or employer who may elect to investigate the potential violation in accordance with established organizational, agency, or component conduct policies and subsequently impose severe penalties, up to and including termination of employment. All organizations shall ensure appropriate treatment of all sensitive information and a fair, impartial, and bias-fee decision making process.

Individuals with knowledge or suspicion of security breaches, cheating, theft, or other threats to the security of any GPC assessment materials are responsible for reporting such incidents as soon as possible to the GPC PMO. Individuals reporting security incidents will be notified in writing at the onset of a review and may be contacted during an investigation for further information.

If the review indicates a violation has occurred warranting revocation of a certificant's credential, the PMO may forward a revocation recommendation for review by the Governance Council. Based on the review of this recommendation, the Governance Council may refer a revocation recommendation to the DIEM-G for administrative action.

The *Terms and Conditions* statement that each candidate is required to sign prior to participating in a GPC assessment states, "You accept the responsibility to protect the integrity of GPC assessments by not disclosing, disseminating, copying, publishing, posting, or transmitting any part of an assessment in any form without the expressed permission of the GEOINT Professional Certification Program Management Office."

Signed Terms and Conditions statements are incorporated into each candidate's file and maintained as GPC permanent records.

RECORDS MANAGEMENT

As directed by DoDM 3305.10, the GPC PMO complies with NCCA guidance on the collection and retention of registration, demographic, and assessment data for all applicants, candidates, current certificants, and previous certificants. Additionally, the GPC PMO complies with record management policies outlined in DoD Directive (DoDD) 5015.2 – Records Management, DoDM 5200.01 Volume 3, Title 36 Code of Federal Regulations Chapter XII, National Archives and Records Administration Sub B Records Management, and NGA Instruction 8040.1R10 Appendix 10 – Records and Information Life-Cycle Management series 1002-04. See Appendix F for information on the management, retention, and disclosure of GPC records.

The GPC PMO will respond to electronic correspondence from a third party requesting confirmation of the status of a current or former certificant. When considered to be in the best interests of the USG and the certificant, the PMO will specify the certification(s) currently held by the individual. If the individual does not hold any credentials, the PMO may release a statement to the third party confirming the individual does not appear on the GPC PMO's list of certified individuals. Third party requests should be sent to gpcprogramoffice@coe.ic.gov (COE/JWICS) or gpcprogramoffice@nga.mil (SBU/NIPR).

APPENDIX A - GPC TERMS AND CONDITIONS AGREEMENT

Participation in the GEOINT Professional Certification (GPC) Program is subject to the following terms.

The GPC assessment (including, without limitation, items/questions, answers, datasets, files, designs, or content in or related to the certification assessments) is the property of the U.S. Department of Defense and access is reserved to authorized users only.

GPC assessments shall be used by U.S. Government and Commonwealth Partner personnel in accordance with the procedures described in the GPC Program Handbook. GPC assessments are not publicly releasable.

By participating in a GPC assessment, you acknowledge you meet the general and assessment-specific eligibility requirements, including the requirement to hold an active U.S. Government security clearance (or active Commonwealth Partner equivalent) commensurate with the assessment classification. Prior to registering for any GPC assessment or participating in any GPC activities, contract personnel are responsible for confirming with their Contracting Officer Representative that participation is within the scope of your work. Additionally, you accept the responsibility to protect the integrity of GPC assessments by not disclosing, disseminating, copying, publishing, or transmitting any part of any assessment in any form without the expressed permission of the GEOINT Professional Certification Program Management Office (GPC PMO).

Further, by participating in a GPC assessment, you acknowledge you will be advised if you passed or did not pass but will not be provided information related to scores or individual assessment questions.

You may be subject to disciplinary actions under agency or component standards of conduct, disqualified from participating in the assessment or the certification program as a whole, and/or your certification(s) may be revoked if you:

1. Participate in the assessment under false identity
2. Circumvent or violate any program procedures or security mechanisms

Accept ☐ Check this box and provide your signature, printed name, and date in the spaces below to indicate acceptance of the GEOINT Professional Certification Terms and Conditions.

_____	_____	_____
Signature	Printed Name	Date

APPENDIX B - GPC NON-DISCLOSURE AGREEMENT

I, _____, an employee of _____, in my capacity as a

☐ Proctor* ☐ Site Administrator* ☐SME, Reviewer, Item Developer, Standard Setting Panel Member

☐ Governance Council Member ☐ Other (fill in role) _____

for the _____ (name of certification assessment(s) supported) understand in the course of my work for or involving the National Geospatial-Intelligence Agency (NGA) that GEOINT Professional Certification (GPC) assessment materials may be disclosed to me, or I may otherwise have access to them. I further understand that testing materials regarding GEOINT Certification must be protected from unauthorized disclosure to ensure the integrity of the certification process. Accordingly, I agree to abide by all terms and obligations contained in this Agreement until released by proper authority.

I agree that I will not develop GPC preparatory materials/disclose any GPC assessment materials or their contents, including but not limited to assessment items/questions, assessment tools, and other assessment materials related to the development of assessment items/questions to any party without the expressed permission of the GPC Program Management Office (PMO).

I agree to use assessment materials solely for the purpose of performing my role in support of GPC assessment development, administration, preparation, or program management and to immediately return to the PMO all certification assessment materials in my possession when my participation in the certification program ceases.

I agree that I will not disclose the personal information of any applicant, candidate, or certificant to include assessment results, scores, competency level feedback, item responses, participation, or demographic data.

Additionally, I agree not to take any GPC test identified above for personal certification purposes for a period of one year from my last participation in related development of that assessment. If assigned as a Site Administrator or Proctor, I understand I am not authorized to participate as a candidate in any GPC assessment I have had access to and/or control of, for a period of one year following my service as either a Site Administrator or Proctor.

I understand that if I violate the terms and conditions of this Agreement, I may be subject to administrative, disciplinary, civil, or criminal actions and penalties.

I hereby acknowledge that I have received instruction concerning the nature and protection of such assessment materials, including the procedures to be followed in safeguarding and disclosing such information only to authorized persons.

Signature Individual _____ Printed Name _____ Date _____

Signature Witness _____ Printed Name _____ Date _____

***For Site Administrators/Proctors only:** Please provide your expected rotation/departure date: _____

APPENDIX C - GPC CONFLICT OF INTEREST AGREEMENT

I, _____, an employee of _____, in my capacity as a

☐ Proctor ☐ Site Administrator ☐Item/Test Developer ☐ Standard Setting Panel Member

☐ Governance Council Member _____ Other (fill in role) _____

understand that in the course of my work in support of the GEOINT Professional Certification (GPC) Program, situations may arise where my participation may raise concerns about an actual, potential, or perceived conflict between my interests (private or professional) and the interests of the GPC Program. I further understand a conflict of interest may make it difficult to fulfill my professional responsibilities impartially and the perception of a conflict of interest may be as serious as an actual conflict of interest.

Examples of a conflict of interest include:

- Administering/Proctoring an assessment to someone within my direct chain-of-command
- Administering/Proctoring an assessment by a candidate's immediate supervisor
- Performing duties as an instructor for a GPC Assessment Preparation Course or Bootcamp, and Administering/Proctoring GPC Assessments
- Personal, financial, or organizational ties that may bias my opinion as a panel member
- Personal obligations, loyalties, or favoritism potentially influencing essential certification decisions regarding assessment development, implementation, maintenance, delivery, and/or assessment updates which negatively influence decisions regarding GPC programs
- An individually held value, obligation, or priority fundamentally incompatible with the purposes, policies, or operations of the GPC Program

Should I become aware of any perceived or actual conflict of interest by any individual(s), group(s), organization(s), or myself, I agree to immediately disclose the details of the circumstance to the GPC Program Management Office (PMO).

I agree if I am involved in an actual, potential, or perceived conflict of interest, I will review the details of the circumstance with the GPC PMO and, if necessary, agree to recuse myself from any portion of those activities directly related to the conflict.

I understand I may continue my involvement with the GPC Program if my actions do not prejudice the activity through biased commentary, votes, etc.

Accordingly, I agree to abide by all terms and obligations contained in this Agreement until no longer serving in the capacity indicated above.

_____	_____	_____
Signature	Printed Name	Date

APPENDIX D - GPC WAIVERS

Pursuant to the guidance provided in the Waivers section on page 24, this appendix outlines the responsibilities of the PMO and the relevant applicant, candidate, or certificant. Waivers may not be submitted on behalf of an applicant, candidate, or credential holder by a second party. Unless specifically authorized by the Chief, GPC PMO, all waiver requests must be submitted by the individual whose case is to be considered.

Responsibilities of the individual submitting a waiver request:

A candidate or certificant may seek a waiver of specific GPC procedures or requirements. Waivers related to an expired credential must be submitted within one year of the expiration date of that credential. Waivers will be considered for:

1. Matters of eligibility, such as:
    - GEOINT experience gained outside of the DoD/NSG
    - Training equivalency
2. Factors impacting the 90-day mandatory wait time between testing attempts, such as:
    - Proctor-documented assessment session disruptions
    - Deployment
3. Certification Maintenance and Renewal process, such as:
    - Early Submission of Renewal Application (more than 6 months in advance of deadline)
    - Extenuating circumstances affecting timely submission (deployment, medical leave, etc.)

Waiver requests must be submitted in writing to the GPC PMO at gpcwaiver@nga.mil and must include the following information:

1. Clear identification of the eligibility requirement (to gain access to testing) or deadline/process (to renew certification) to be waived. The requestor must:
    a. Cite the section and language of this handbook containing the matter to be waived
    b. Pose a direct question that can be provided an "Approved" or "Denied" response.
2. Specific rationale supporting why the waiver should be granted:
    - Example 1: A requestor should not ask "May I test early?" but must ask "May I test on September 9th?" and provide a specific rationale for waiver of the eligibility requirement.
    - Example 2: A requestor should not assert "I believe I meet the years of experience requirement" but must ask "Does the PMO waive the requirement to be actively working in the NSG?" and provide specific rationale supporting the request.
3. Relevant supporting documentation
    - If the waiver request is for medical reasons, please do not send medical documentation to the GPC PMO to avoid disclosing Protected Health Information (PHI)

- All relevant information, explanations, and documentation should be included in the initial waiver request. Additional information provided after the PMO's acceptance of the waiver request will not be reviewed or considered during any Appeal unless requested by the relevant Appeals Board.

4. The candidate/certificant's name and contact information
5. Proper classification of all documents

Responsibilities of the PMO:

Routinely check the GPC PMO Waiver mailbox and facilitate a thorough and timely review of all GPC waiver requests. Staff will respond with acknowledgement of waiver requests within 14 calendar days. The PMO may advise if additional information is required. Requestors should monitor their email closely and promptly respond to inquiries. Failure to respond to PMO inquiries within 14 calendar days will result in the termination of the request. The PMO will communicate when a final decision can be expected.

The GPC PMO Chief is solely accountable for all waiver decisions and follows documented processes to evaluate each request. The Chief considers the following factors when reviewing each waiver request:

- Consistency of decisions for all candidates/certificants
- Established precedent for similar cases/situations
- The best interests of the GEOINT Professional Certification Program, the certified population, and all stakeholders to include the general public

All waiver requests will be reviewed and considered in a manner which reduces/eliminates bias and undue influence (real or perceived) to provide the GPC PMO Chief all relevant information to support a decision, which is final. For each request, the GPC PMO Chief will:

- Appoint an individual within the PMO to review and present the relevant information for decision
- Leverage existing precedent and consider seeking outside opinions to ensure a broad range of perspective to ensure consistent decisions that are right for the GEOINT enterprise. Outside sources of input may include members of Tradecraft and/or Component Working Group Representatives who are familiar with the GPC Program
- Document the rationale for each decision and ensure decisions are communicated as promptly as possible

Waiver decisions are formally communicated via email to the requestor and are final.

APPENDIX E - GPC APPEALS

Any GPC applicant, candidate, or certificant may seek an appeal to challenge a specific GPC decision. The process includes two levels of appeal to reduce administrative burden on the GPC Governance Council. Appeals may not be submitted on behalf of an applicant, candidate, or credential holder by a second party; they must be submitted by the individual whose case is to be considered.

Any applicant, candidate, or certificant may submit an appeal. A first level appeal may only be filed to question one of the below PMO actions:

- A denied waiver
- An assessment result
- Conferral, revocation, and disciplinary decisions
- GPC PMO audit outcomes

FIRST LEVEL APPEAL – PANEL REVIEW

The Enterprise GPC Appeals Panel (EGAP) is the first level of appeal. The individual must submit their appeal in writing to the UNCLASSIFIED GPC Appeals inbox (gpcappeals@nga.mil) within 14 calendar days of receiving notice of an appealable decision and must include all the following:

- The appellant's name and unclassified contact information
- Identification of the PMO action to be considered for appeal
- A specific statement of the desired remedy or outcome suitable for an "Approve" or "Deny" decision by the appeal panel
- A statement of rationale why the action/decision should be reconsidered

For appeals of waiver decisions: additional documentation, evidence, or rationale not provided to the PMO at the time of the waiver will not be reviewed or considered during the Appeal process unless requested by the EGAP.

First level appeal requests for assessment rescoring may be conducted and adjudicated by the GPC Program Management Office. All other types of first level appeals will be adjudicated by the EGAP.

The GPC PMO will provide all information submitted by the appellant to the EGAP.

The EGAP shall be maintained by the Governance Council Secretary on behalf of the Chair and under the oversight of the GPC Governance Council to ensure a broad range of perspectives with collective interest in the integrity of GPC credentials. The standing panel shall be composed of a minimum of three voting members and one non-voting member from the GPC Program Management Office (PMO). All members must be a federal civilian or military member of an NSG organization. Members are: 1) a current GPC Governance Council Public Member, 2) a Principal Member from GEOCOMs Analysis and Production Subcommittee (GAPSCOM) or GEOINT Collections Subcommittee (GCS), and 3) a Principal Member of the GEOINT Professionalization Subcommittee (GPS).

EGAP decisions are determined by a majority vote of the three voting members. The Chief, GPC PMO (non-voting member) is responsible for providing the panel with the research and documentation necessary to conduct its review and inform its determination.

The EGAP will provide a written decision to the Chief, GPC PMO within 30 calendar days of the GPC PMO's receipt of the appeal. The Chief, GPC PMO will promptly provide the appellant the EGAP's written decision. The EGAP Public Member supports the Governance Council oversight role by informing the Council of all EGAP decisions.

SECOND LEVEL APPEALS - GOVERNANCE COUNCIL REVIEW

The Governance Council only considers requests from: 1) the appellant whose request was denied by the Enterprise GPC Appeals Panel (EGAP). Second level appeals may not be submitted on behalf of an appellant by any other individual or organization. Second level appeals to the Governance Council must be submitted in writing via email to gpcappeals@nga.mil with the subject line "Second Appeal Request" within 14 calendar days of the PMO Chief's communication of the EGAP's decision. A second level appeal must include:

- a written statement containing the first level appeal request and supporting documentation,
- the subsequent EGAP decision, and
- the rationale for submitting the Second Appeal Request.

The purpose of the second-level appeal is to review the decisions communicated in response to the first level appeal. No new rationale or supporting evidence will be considered unless requested by the Governance Council.

The Governance Council typically meets monthly, with most meetings held virtually and at least two live meetings per year. If an appeal requires discussion in a live meeting rather than a virtual session, the requestor will be notified of the decision and provided the date of the next live meeting when his/her case will be discussed. The Council will promptly consider second level appeals in accordance with voting procedures specified in the GPC Governance Council Bylaws . The Council Secretary will provide the appellant a written decision within 60 calendar days of the receipt of the appeal unless the Council Chair deems further review is necessary.

Governance Council appeals decisions are final.

APPENDIX F - RECORDS MANAGEMENT, RETENTION, & DISCLOSURE

As directed by DoDM 3305.10, the GPC PMO complies with NCCA guidance on the collection and retention of registration, demographic, and assessment data for all applicants, candidates, current certificants, and previous certificants. Additionally, the GPC PMO complies with record management policies outlined in DoDD 5015.2 – Records Management, DoDM 5200.01 Volume 3, Title 36 Code of Federal Regulations Chapter XII, National Archives and Records Administration Sub B Records Management, and NGA Instruction 8040.1R10 Appendix 10 – Records and Information Life-Cycle Management series 1002-04.

Aggregated information may be shared for the benefit of the community.

Recordkeeping copies of certificant information, personal information, and assessment results are retained in electronic form and cut off annually. The physical records are retired to a records storage facility when no longer needed for current operations, and then destroyed 40 years after cutoff. Results of GPC PMO audits of candidate records to confirm compliance to certification eligibility requirements and records of assessment data and reports providing evidence of validity and reliability of the assessment are also retained in electronic form and destroyed 40 years after cutoff. All records are disposed of according to destruction methods appropriate for their assigned classification and declassification.

Certificants may access their current certification status on the Certification Management System at https://geointcertification.net/ along with other records associated with previous test attempts, credentials, and renewal applications.

Members of the DoD community may access the current certification status for the enterprise via the "List of Certified GEOINT Professionals" link located on the GPC home page on the CAC-enabled SBUNet at https://geointcertification.nga.mil/. The record includes the certificant's name, the certification program(s), award date(s), and certificate number(s).

The PMO will respond to electronic correspondence from a third party requesting confirmation of the status of a current or former certificant. When considered to be in the best interests of the USG and the certificant, the PMO will specify the certification(s) currently held by the individual. If an individual does not hold a credential, the PMO may release a statement to the third party confirming that, as of a given date, the individual does not appear on the GPC PMO's list of certified individuals. Third party requests should be sent to the GPC mailbox at gpcprogramoffice@coe.ic.gov (COE/JWICS) or gpcprogramoffice@nga.mil (SBU/NIPR).

APPENDIX G - MAINTENANCE AUDIT PROCEDURES

To ensure the accuracy of the recertification process, the GPC PMO conducts periodic audits of certificant records to verify certificant compliance with GPC recertification requirements. As described in the *Professional Development Units* section, after receiving their GPC-F credential, certificants should document their creditable maintenance activities in the CMS available at https://geointcertification.net/. Although not required, certificants are strongly encouraged to upload documents to the CMS that provide evidence of their maintenance activities. Certificants not uploading supporting documentation of their PDU activities to the CMS (1) must maintain copies of these documents until receiving notification from the GPC PMO of their successful recertification and (2) if audited, must provide the documents to the GPC PMO to demonstrate compliance with their GPC maintenance requirements.

When reviewing GPC recertification records, auditors consider: (1) the likelihood of unintentional errors, (2) the probability of fraud, and (3) the ability of the PMO to accurately assess the validity and completeness of the recertification maintenance records.

If an audit reveals a certificant failed to document 100 creditable PDUs during their three-year maintenance period, but in the opinion of the PMO the individual made a good faith effort to fulfill the requirement, the certified individual may be granted an extension to resolve the shortfall. Extensions do not constitute a reset of the certificant's renewal clock, so the new three-year maintenance period will still begin immediately after the original end of the previous three-year maintenance period.

Within 30 days following the end of each certificant's three-year maintenance period, the GPC PMO will review all audit selections. For any audited PDU submission that does not already have the required documentation, the PMO will notify the certificant of the deficiency via the CMS and an email will be sent from the system to the emails listed on the user's profile. Once all entries have been reviewed, the log will be relinquished to the certificant for up to 60 days following the end of the certificant's three-year maintenance period to provide the missing documentation. Within 90 days following the end of each certificant's three-year maintenance period, the GPC PMO will send a notification to the email address on record to inform the certificant they have either (1) met the maintenance requirements and are recertified or (2) the PMO was unable to confirm the individual provided sufficient maintenance documentation for recertification and their credential(s) have expired.

APPENDIX H - SAMPLE ASSESSMENT REPORT: PASSING LETTER

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GEOINT Professional Certification

GPC Assessment Feedback Report	
Candidate Name: Jane Doe	**Report Date:** 1/25/2025
Assessment Taken: Fundamentals (GPC-F)	**Assessment Date:** 1/19/2025
	Assessment Result (Pass/Fail): Pass

(U) Congratulations! You have passed the GPC Fundamentals (GPC-F) assessment. This result is an indicator of your overall performance on the assessment. This letter provides information to help you understand your result and describes the next steps in the certification process.

(U) Understanding Your Assessment Result

(U) We provide you two data points to understand your performance:

1. **Feedback on Overall Assessment Result:** Conveyed as a PASS or FAIL. To pass the GPC Fundamentals (GPC-F) assessment, you must meet or exceed the overall passing score for the assessment. The passing score is not shared outside of the GPC Program Management Office (PMO).
2. **Additional Competency Area Feedback:** This feedback may help you better assess your proficiency within each of the assessment's knowledge domains (competency areas). You are reminded that the overall number of correctly answered assessment questions determines your PASS or FAIL assessment result. Your assessment result is not dependent on performance of any specific competency area(s).

(U) To ensure a consistent and fair testing environment for all certification candidates, we cannot provide any additional information related to your result/score. Please remember your responsibility to protect the integrity of GPC assessments by not disclosing, disseminating, copying publishing or transmitting any part of any assessment in any form to any person(s) as specified in the Terms and Conditions agreement you signed before starting the assessment.

(U) This feedback will remain accessible within the GPC Certification Management System (CMS). You are encouraged to discuss your feedback with your supervisor to help address any knowledge gaps you may have and guide your continued professional development activities. Note that competency areas which contain smaller weighting for the assessment provide less specificity on your performance in those areas. This feedback should be part of a broader self-assessment of your proficiency in any given area.

(U) In accordance with policies detailed in the GPC Program Handbook, the GPC PMO provides aggregated information to inform National System for Geospatial Intelligence (NSG) and other national security and safety objectives.

(U) Becoming Certified

(U) To become Fundamentals (GPC-F) certified, you must pass the assessment and meet all other eligibility requirements defined in the GPC Program Handbook and any associated requirements specified by your agency or component. The GPC PMO reviews the records of all individuals who have passed assessments to verify they meet all the eligibility requirements for that certification. Following review by component representatives and approval by the GPC Governance Council, recommended conferral lists are submitted to the Defense Intelligence Enterprise Manager for GEOINT (DIEM-G) for conferral of GPC credentials. Additional information about the conferral process and GPC certification maintenance requirements is available on the

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GPC websites located at http://gpc.nga.ic.gov and https://geointcertification.nga.mil/.

(U) Additional Competency Area Feedback

(U) Below, you will find the percentage of questions you answered correctly within each competency area. This feedback may help you plan your professional development activities. The titles and descriptions of each competency associated with this assessment are provided below.

(U) Core Competency 1 - Processes and Techniques
Description: *(U) Demonstrate understanding of processes and techniques used in GEOINT problem solving.*
Weighting: **13%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **69%** of the questions in this competency area.

(U) Core Competency 2 - Collection and Tasking Principles
Description: *(U) Understand source evaluation principles, tasking procedures, and collection requirements.*
Weighting: **8%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **75%** of the questions in this competency area.

(U) Core Competency 3 - Customer Requirements and Service
Description: *(U) Understand GEOINT collection and production requirements.*
Weighting: **8%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **75%** of the questions in this competency area.

(U) Core Competency 4 - Data Evaluation Principles
Description: *(U) Understand basic principles and techniques used to evaluate the utility and quality of geospatial data.*
Weighting: **9%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **77%** of the questions in this competency area.

(U) Core Competency 5 - Geographic Information
Description: *(U) Understand the principles of Geographic Information Systems (GIS) to display and analyze geospatial data.*
Weighting: **8%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **62%** of the questions in this competency area.

(U) Core Competency 6 - GEOINT Doctrine
Description: *(U) Understand standards, policies, practices, and authorities governing GEOINT.*
Weighting: **8%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **100%** of the questions in this competency area.

(U) Core Competency 7 - Information Dissemination
Description: *(U) Understand the distribution of intelligence and data to mission partners, organizations, and individuals to support the GEOINT mission.*
Weighting: **7%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **71%** of the questions in this competency area.

(U) Core Competency 8 - Intelligence Issues
Description: *(U) Understand how intelligence issues impact national and defense GEOINT mission priorities.*
Weighting: **9%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **66%** of the questions in this competency area.

(U) Core Competency 9 - NSG and ASG
Description: *(U) Understand the National System for Geospatial Intelligence (NSG) and Allied Systems for Geospatial Intelligence (ASG).*

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Weighting: **6%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **83%** of the questions in this competency area.

(U) Core Competency 10 - Quality Assurance

Description: *(U) Understand quality assurance in processing and exploiting GEOINT.*
Weighting: **7%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **42%** of the questions in this competency area.

(U) Core Competency 11 - Research and Information Gathering

Description: *(U) Understand strategies, techniques, and technologies used to identify, acquire, and filter sources of information.*
Weighting: **7%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **71%** of the questions in this competency area.

(U) Core Competency 12 - Security Classification Control and Disclosure/Release

Description: *(U) Understand the policies and procedures involved with classification, control, and disclosure/release of information, intelligence, and data.*
Weighting: **10%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **70%** of the questions in this competency area.

(U) Thank you for participating in the GEOINT Professional Certification Program.

(U) The Essential Body of Knowledge (EBK) for each certification is available to you at https://www.nga.mil/resources/GEOINT_Professional_Certification.html. You are encouraged to review the EBK periodically as part of your continuing professional development.

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APPENDIX I - SAMPLE ASSESSMENT REPORT: FAIL LETTER

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GPC GEOINT Professional Certification

GPC Assessment Feedback Report	
Candidate Name: John Doe	**Report Date:** 1/25/2025
Assessment Taken: Fundamentals (GPC-F)	**Assessment Date:** 1/19/2025
Score Bracket: 1% - 5% below passing score	**Assessment Result (Pass/Fail):** Fail

(U) Thank you for your recent participation in the GPC Fundamentals (GPC-F) assessment. Unfortunately, you did not pass. This result is an indicator of your overall performance on the assessment. **You will be eligible to retest on or after 4/19/2025 and will be required to take the entire assessment.**

(U) Understanding Your Assessment Result

(U) We provide you three data points to understand your performance:

1. **Feedback of Overall Assessment Result:** Conveyed as PASS or FAIL. To pass the GPC Fundamentals (GPC-F) assessment, you must meet or exceed the overall passing score for the assessment. The passing score is not shared outside of the GPC Program Management Office.
2. **Additional Score Bracket Feedback:** This feedback reflects the difference (% below) between your score and the overall passing score.
3. **Additional Competency Area Feedback:** This feedback may help you better assess your proficiency within each of the assessment's knowledge domains (competency areas). You are reminded that the overall number of correctly answered assessment questions determines your PASS or FAIL assessment result. Your assessment result is not dependent on performance in any specific competency area(s).

(U) To ensure a consistent and fair testing environment for all certification candidates, we cannot provide any additional information related to your result/score. Please remember your responsibility to protect the integrity of GPC assessments by not disclosing, disseminating, copying publishing or transmitting any part of any assessment in any form to any person(s) as specified in the Terms and Conditions agreement you signed before starting the assessment.

(U) This feedback will remain accessible within the GPC Certification Management System (CMS). You are encouraged to discuss your feedback with your supervisor to help address any knowledge gaps you may have and guide your continued professional development activities. Note that competency areas which contain smaller weighting for the assessment provide less specificity on your performance in those areas. This feedback should be part of a broader self-assessment of your proficiency in any given area.

(U) In accordance with policies detailed in the GPC Program Handbook, the GPC PMO provides aggregated information to inform National System for Geospatial Intelligence (NSG) and other national security and safety objectives.

(U) Becoming Certified

(U) To become Fundamentals (GPC-F) certified, you must pass the assessment and meet all other eligibility requirements defined in the GPC Program Handbook and any associated requirements specified by your agency or component. The GPC PMO reviews the records of all individuals who have passed assessments to verify they meet all the eligibility requirements for that certification. Following review by component representatives and approval by the GPC Governance Council, recommended conferral lists are submitted to

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the Defense Intelligence Enterprise Manager for GEOINT (DIEM-G) for conferral of GPC credentials. Additional information about the conferral process and GPC certification maintenance requirements is available on the GPC websites located at http://gpc.nga.ic.gov and https://geointcertification.nga.mil/.

(U) Additional Competency Area Feedback

(U) Below, you will find the percentage of questions you answered correctly within each competency area. This feedback may help you plan your professional development activities and/or prepare to retake the assessment. The titles and descriptions of each competency associated with this assessment are provided below.

(U) Core Competency 1 - Processes and Techniques
Description: *(U) Demonstrate understanding of processes and techniques used in GEOINT problem solving.*
Weighting: **13%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **46%** of the questions in this competency area.

(U) Core Competency 2 - Collection and Tasking Principles
Description: *(U) Understand source evaluation principles, tasking procedures, and collection requirements.*
Weighting: **8%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **62%** of the questions in this competency area.

(U) Core Competency 3 - Customer Requirements and Service
Description: *(U) Understand GEOINT collection and production requirements.*
Weighting: **8%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **75%** of the questions in this competency area.

(U) Core Competency 4 - Data Evaluation Principles
Description: *(U) Understand basic principles and techniques used to evaluate the utility and quality of geospatial data.*
Weighting: **9%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **55%** of the questions in this competency area.

(U) Core Competency 5 - Geographic Information
Description: *(U) Understand the principles of Geographic Information Systems (GIS) to display and analyze geospatial data.*
Weighting: **8%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **62%** of the questions in this competency area.

(U) Core Competency 6 - GEOINT Doctrine
Description: *(U) Understand standards, policies, practices, and authorities governing GEOINT.*
Weighting: **8%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **100%** of the questions in this competency area.

(U) Core Competency 7 - Information Dissemination
Description: *(U) Understand the distribution of intelligence and data to mission partners, organizations, and individuals to support the GEOINT mission.*
Weighting: **7%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **71%** of the questions in this competency area.

(U) Core Competency 8 - Intelligence Issues
Description: *(U) Understand how intelligence issues impact national and defense GEOINT mission priorities.*
Weighting: **9%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **66%** of the questions in this competency area.

(U) Core Competency 9 - NSG and ASG

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Description: *(U) Understand the National System for Geospatial Intelligence (NSG) and Allied Systems for Geospatial Intelligence (ASG).*
Weighting: **6%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **50%** of the questions in this competency area.

(U) Core Competency 10 - Quality Assurance
Description: *(U) Understand quality assurance in processing and exploiting GEOINT.*
Weighting: **7%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **42%** of the questions in this competency area.

(U) Core Competency 11 - Research and Information Gathering
Description: *(U) Understand strategies, techniques, and technologies used to identify, acquire, and filter sources of information.*
Weighting: **7%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **85%** of the questions in this competency area.

(U) Core Competency 12 - Security Classification Control and Disclosure/Release
Description: *(U) Understand the policies and procedures involved with classification, control, and disclosure/release of information, intelligence, and data.*
Weighting: **10%** of the questions on the assessment were related to this competency.
Feedback: You correctly answered **80%** of the questions in this competency area.

(U) Thank you for participating in the GEOINT Professional Certification Program.

(U) The Essential Body of Knowledge (EBK) for each certification is available to you at https://www.nga.mil/resources/GEOINT_Professional_Certification.html. You are encouraged to review the EBK periodically as part of your continuing professional development.

(U) PERSONAL DATA - PRIVACY ACT OF 1974: The information in this document contains personally identifiable information and is for official use only. If you have received this document in error, please advise the GPC Program Office (gpcprogramoffice@coe.ic.gov or gpcprogramoffice@nga.mil) immediately and delete the document and any associated messages. All unintended recipients are hereby advised that any use, distribution, copying, or any other action regarding this document is strictly prohibited. Unauthorized dissemination or use of personally identifiable information is a violation of Federal law. Individuals in violation may be subject to fines, disciplinary actions, or both. (P.L. 93-579).

APPENDIX J - ASSESSMENT PURPOSE, COMPETENCIES, & WEIGHTING

GPC assessments measure an applicant's breadth of geospatial intelligence discipline/tradecraft-specific knowledge. Awareness of the essential body of knowledge associated with the work role of a GEOINT professional is essential to leveraging the full spectrum of the practitioner's capabilities. The charts below specify the name of each GPC assessment, the purpose of the assessment, the assessment competencies (topic areas), and the percentage of questions associated with each competency (assessment weight).

GEOINT Fundamentals (GPC-F): Ensure that credentialed geospatial intelligence practitioners, along a scale of proficiency within the topical area of GEOINT, have demonstrated knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions. (Public Release 22-244, 14 April 2021)	
Processes and Techniques	13%
Collection and Tasking Principles	8%
Customer Requirements and Service	8%
Data Evaluation Principles	9%
Geographic Information	8%
GEOINT Doctrine	8%
Information Dissemination	7%
Intelligence Issues	9%
National System for Geospatial Intelligence (NSG) and Allied System for Geospatial Intelligence (ASG)	6%
Quality Assurance	7%
Research and Information Gathering	7%
Security Classification Control and Disclosure/Release	10%

Aeronautical Analysis (AA-II): Ensure that credentialed Aeronautical Analysis practitioners, along a scale of proficiency within the topical area of GEOINT Aeronautical Analysis, have demonstrated knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions. (Public Release NGA-U-2023-00519, 19 Jan 2023)	
Safety of Navigation: Aeronautical Governance and Industry	25%
Customer Requirements: Aeronautical Source	15%
Production: Aeronautical GEOINT Production	25%
Quality Assurance: Aeronautical Quality	13%
Data Processing: Aeronautical Data	10%
Customer Operations: Aeronautical Customer Service and Data/Product Access	12%

Applied Sciences (AS-II): Ensure that credentialed Applied Sciences practitioners, along a scale of proficiency within the topical area of GEOINT Applied Sciences (Bathymetry, Geodetic Earth Science, Geodetic Orbit Science, and Geodetic Surveying), have demonstrated knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions. (Public Release 22-061, 21 Jul 2021)	
Cartographic Analysis	10%
Coordinate System Analysis	10%
Geographic Information Systems (GIS) Based Analysis	12%
Information Security	7%
Mathematics	14%
Statistical Analysis	17%
Tools and Methods	30%

Cartography (CA-II): Ensure that credentialed Cartography practitioners, along a scale of proficiency within the topical area of GEOINT Cartography, have demonstrated knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions. (Public Release NGA-U-2023-01215, 27 Mar 2023)	
Extraction and Attribution	18%
Production	16%
Safety of Navigation	13%
Tools and Methods	13%
Quality Assurance	16%
Researching	11%
Data/Information Processing	13%

GEOINT Collection (GC-II): Ensure that credentialed GEOINT Collection practitioners, along a scale of proficiency within the topical area of GEOINT Collection, have demonstrated knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions. (Public Release NGA-U-2024-008, 20 Mar 2024)	
Collection Operations	18%
Collection Strategies and Development	17%
Customer Interaction and Coordination	14%
Collection System Capabilities	18%
Intelligence Topics	10%
Policy and Throughput	9%
Tools and Methods	14%

Geospatial Analysis (GA-II): Ensure that credentialed Geospatial Analysis practitioners, along a scale of proficiency within the topical area of GEOINT Geospatial Analysis, have demonstrated knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions. (Public Release NGA-U-2023-02166, 1 Jun 2023)	
Acquire, Assess, Prepare, and Manage Data for Geoprocessing	25%
Leverage Geospatial Information Science and Technology	25%
Apply Critical and Spatial Thinking to Intelligence Problems	23%
Communicate Analytic Findings	27%

Geospatial Data Management (GDM-II): Ensure that credentialed Geospatial Data Management practitioners, along a scale of proficiency within the topical area of GEOINT Geospatial Data Management, have demonstrated knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions. (Public Release NGA-U-2023-02166, 3 May 2023)	
Data/Information Management	24%
Data/Information Processing	20%
Cartographic Principles	20%
Researching	18%
Customer Operations and Requirements	18%

Human Geography (HG-II): Ensure that credentialed Human Geography practitioners, along a scale of proficiency within the topical area of GEOINT Human Geography, have demonstrated knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions. (Public Release NGA-U-2023-00519, 27 Jan 2023)	
GEOINT Fundamentals and Human Geography Relevance	24%
Human Geography Concepts	26%
Data Discovery, Conditioning, and Management	26%
Production	24%

Imagery Analysis (IA-II): Ensure that credentialed Imagery Analysis practitioners, along a scale of proficiency, within the topical area of GEOINT Imagery Analysis, have demonstrated the knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions. (Public Release 22-414, 26 Jan 2022)	
Imagery Collection	24%
Collateral and Historical Research	25%
Imagery Interpretation/Imagery Analysis	28%
Production	23%

Imagery Science (IS-II): Ensure that credentialed Imagery Science practitioners, along a scale of proficiency, within the topical area of GEOINT Imagery Science, have demonstrated the knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions. (Public Release 22-415, 28 Mar 2023)	
Collection System Capabilities	50%
Processing and Exploitation Capabilities	50%

Maritime Analysis (MA-II): Ensure that credentialed Maritime Analysis practitioners, along a scale of proficiency, within the topical area of Maritime Analysis, have demonstrated the knowledge of the facts, concepts, and principles deemed critical by experts to the successful execution of GEOINT mission functions. (Public Release NGA-U-2023-02848, 11 October 2023)	
Maritime Navigation Principles	21%
Maritime Governance & Industry	5%
Maritime Sources	15%
Maritime GEOINT Production	17%
Maritime Quality	12%
Maritime Databases & Information Processing	17%
Maritime Customer Operations & Data/Product Access	13%

APPENDIX K - GPC ELIGIBILITY REQUIREMENTS RATIONALE

Eligibility requirements and associated rationale for each GPC certification are listed below. Candidates must meet all eligibility requirements for a specific GEOINT discipline (tradecraft/work role) to be awarded the credential for the discipline. All PL-II certifications include the GPC-F PL-I credential as an eligibility requirement, precluding candidate participation in a PL-II assessment prior to being awarded the GPC-F credential.

General GPC Eligibility Requirements & Fundamentals (GPC-F)	• **Be actively serving in a GEOINT-related work role within the National System for Geospatial Intelligence (NSG)** – Active affiliation with the NSG ensures that candidates have a current need to access the GPC program and serve GEOINT Enterprise interests. • **Have at least one year's experience working in a Department of Defense (DoD) GEOINT agency or with GEOINT activities in a DoD component** – Experience working in a DoD GEOINT environment provides the context of GEOINT doctrine, sciences, and processes needed in order to possess a baseline of understanding for the practice of geospatial intelligence in the Department of Defense. • **Hold an active U.S. Government or Commonwealth Partner equivalent security clearance commensurate with the assessment classification**– Holding appropriate clearance for the credential a candidate is pursuing is critical to gain access to test materials. • **Be in good standing as defined by their employing component or agency** – To be considered successful at an entry level, a GEOINT Professional must be able to satisfactorily perform the duties of that job. Good standing, as measured by the analyst's organization (a) is an objective indication that the analyst demonstrates the ability to fulfill their duties, (b) is documented on annual personnel performance appraisals, and (c) confirms that the conduct of the analyst meets organizational standards and serves the best interests of the public and GEOINT community. • **Meet the GPC-F certification assessment's passing score** – Meeting the passing score indicates that a GEOINT analyst possesses the knowledge necessary to operate at the full performance level.

Aeronautical Analysis (AA-II)	• Have three or more total years of GEOINT aeronautical analytic experience – Experience working as an aeronautical analyst provides the familiarity with the GEOINT doctrine, sciences, and processes needed to perform aeronautical analyst functions in the Department of Defense at the full performance level. • Successfully meet tradecraft entrance requirements to satisfy full performance Aeronautical Analysis work role requirements through relevant academic diploma/degree/certificate and/or previous professional experience – Successful professional experience and/or the completion of formal aeronautical training and educational programs demonstrates an ability to understand and apply the aeronautical concepts necessary to perform aeronautical analyst functions in the Department of Defense at the full performance level. • Hold a valid GPC-F credential – This credential establishes a baseline of understanding of the practice of geospatial intelligence (GEOINT) in the Department of Defense (DoD). In order to perform at the full performance level in a DoD aeronautical analysis role, an analyst must possess basic knowledge of GEOINT doctrine, disciplines, and processes as assessed by the GPC-F assessment. • Meet the GPC AA-II certification assessment's passing score – Meeting the passing score indicates that an aeronautical analyst has demonstrated their proficiency in the content areas outlined in the essential body of knowledge.

Applied Sciences (AS-II)	• Have two or more total years of GEOINT Applied Sciences experience – Experience working as an Applied Scientist provides the familiarity with the GEOINT doctrine, sciences, and processes needed to perform Applied Sciences functions in the Department of Defense at the full performance level. • Hold a valid GPC-F credential – This credential establishes a baseline of understanding of the practice of geospatial intelligence (GEOINT) in the Department of Defense (DoD). In order to perform at the full performance level in a DoD aeronautical analysis role, an analyst must possess basic knowledge of GEOINT doctrine, disciplines, and processes as assessed by the GPC-F assessment. • Meet the AS-II certification assessment's passing score – Meeting the passing score indicates that an Applied Scientist has demonstrated their proficiency in the content areas outlined in the essential body of knowledge.

Cartography (CA-II)	• **Have three or more total years' experience as a GEOINT analyst or hold a valid GPC PL-II credential** – Experience working as a GEOINT Analyst provides the familiarity with the GEOINT doctrine, sciences, and processes needed to perform Cartographic Analyst functions in the Department of Defense at the full performance level. • **Hold a valid GPC-F credential** – This credential establishes a baseline of understanding of the practice of geospatial intelligence (GEOINT) in the Department of Defense (DoD). In order to perform at the full performance level in a DoD cartographic analysis role, an analyst must possess basic knowledge of GEOINT doctrine, disciplines, and processes as assessed by the GPC-F assessment. • **Meet the CA-II certification assessment's passing score** – Meeting the passing score indicates that a Cartographic Analyst has demonstrated their proficiency in the content areas outlined in the essential body of knowledge.

Geospatial Analysis (GA-II)	• **Successfully complete the tradecraft specific Professional Qualification Standards (PQS) as indicated in the GA-II PQS Guidance document** – Successful completion of the GA-II PQS demonstrates a full level of proficiency with the systems and procedures used by the analyst's organization as well as indicating that the analyst has experience with all aspects of the Geospatial Analyst role required to demonstrate full performance. Additional information on PQS eligibility requirements is provided in Appendix L. • **Hold a valid GPC-F credential –** This credential establishes a baseline of understanding of the practice of geospatial intelligence (GEOINT) in the Department of Defense (DoD). In order to perform at the full performance level in a DoD geospatial analysis role, an analyst must possess basic knowledge of GEOINT doctrine, disciplines, and processes as assessed by the GPC-F assessment. • **Meet the GPC GA-II certification assessment's passing score –** Meeting the passing score indicates that a Geospatial Analyst has demonstrated their proficiency in the content areas outlined in the essential body of knowledge.

GEOINT Collection (GC-II)	• Meet one of the following experience criteria: (1) have two or more years of GEOINT collection experience, or (2) have five or more years of GEOINT experience and successfully complete GEOINT Research and Requirements (GCRM2203) or equivalent. – Experience working as a Collection Manager provides the familiarity with the GEOINT doctrine, sciences, and processes needed to perform Collection Management functions in the Department of Defense at the full performance level. • Hold a valid GPC-F credential – This credential establishes a baseline of understanding of the practice of geospatial intelligence (GEOINT) in the Department of Defense (DoD). In order to perform at the full performance level in a DoD collection management role, an analyst must possess basic knowledge of GEOINT doctrine, disciplines, and processes as assessed by the GPC-F assessment. • Meet the GPC GC-II certification assessment's passing score – Meeting the passing score indicates that a Collection Manager has demonstrated their proficiency in the content areas outlined in the essential body of knowledge.

Geospatial Data Management (GDM-II)	• Have two or more total years of GEOINT GDM experience or five or more years of GEOINT experience – Experience working as a Geospatial Data Manager provides the familiarity with the GEOINT doctrine, sciences, and processes needed to perform Geospatial Data Management functions in the Department of Defense at the full performance level. • Hold a valid GPC-F credential – This credential establishes a baseline of understanding of the practice of geospatial intelligence (GEOINT) in the Department of Defense (DoD). In order to perform at the full performance level in a DoD Geospatial Data Management role, an analyst must possess basic knowledge of GEOINT doctrine, disciplines, and processes as assessed by the GPC-F assessment. • Meet the GPC GDM-II certification assessment's passing score – Meeting the passing score indicates that a Geospatial Data Manager has demonstrated their proficiency in the content areas outlined in the essential body of knowledge.

Human Geography (HG-II)	• **Have two or more years of HG GEOINT experience OR possess four or more total years of GEOINT Analyst work role experience** – Experience working as a Human Geographer provides the familiarity with the GEOINT doctrine, sciences, and processes needed to perform Human Geographic functions in the Department of Defense at the full performance level. • **Hold a valid GPC-F credential** – This credential establishes a baseline of understanding of the practice of geospatial intelligence (GEOINT) in the Department of Defense (DoD). In order to perform at the full performance level in a DoD Human Geographer role, an analyst must possess basic knowledge of GEOINT doctrine, disciplines, and processes as assessed by the GPC-F assessment. • **Meet the GPC-HG II certification assessment's passing score –** Meeting the passing score indicates that a Human Geographer has demonstrated their proficiency in the content areas outlined in the essential body of knowledge.

Imagery Analysis (IA-II)	• **Successfully complete the tradecraft specific Professional Qualification Standards (PQS) as indicated in the IA-II PQS Guidance document** – Successful completion of the IA-II PQS demonstrates a full level of proficiency with the systems and procedures used by the analyst's organization as well as indicating that the analyst has experience with all the aspects of the imagery analysis role required to demonstrate full performance. Additional information on PQS eligibility requirements is provided in Appendix L. • **Hold a valid GPC-F credential** – This credential establishes a baseline of understanding of the practice of geospatial intelligence (GEOINT) in the Department of Defense (DoD). In order to perform at the full performance level in a DoD imagery analysis role, an analyst must possess basic knowledge of GEOINT doctrine, disciplines, and processes as assessed by the GPC-F assessment. • **Meet the GPC IA-II certification assessment's passing score** – Meeting the passing score indicates that an imagery analyst has demonstrated their proficiency in the content areas outlined in the essential body of knowledge.

Imagery Science (IS-II)	• **Possess three or more total years of Imagery Science work role experience –** Experience working as an Imagery Scientist provides the familiarity with the GEOINT doctrine, sciences, and processes needed to perform Imagery Science functions in the Department of Defense at the full performance level. • **Successfully complete the tradecraft specific Professional Qualification Standards (PQS) as indicated in the IS-II PQS Guidance document –** Successful completion of the IS-II PQS demonstrates a full level of proficiency with the systems and procedures used by the analyst's organization as well as indicating that the analyst has experience with all aspects of the Imagery Scientist role required to demonstrate full performance. Additional information on PQS eligibility requirements is provided in Appendix L. • **Hold a valid GPC-F credential –** This credential establishes a baseline of understanding of the practice of geospatial intelligence (GEOINT) in the DoD. In order to perform at the full performance level in a DoD imagery scientist role, an analyst must possess basic knowledge of GEOINT doctrine, disciplines, and processes as assessed by the GPC-F assessment. • **Meet the GPC IS-II certification assessment's passing score** – Meeting the passing score indicates that an Imagery Scientist has demonstrated their proficiency in the content areas outlined in the essential body of knowledge.

Maritime Analysis (MA-II)	• **Have a total of two or more years GEOINT Maritime Analysis experience or a total of five years or more of GEOINT experience –** Experience working as a Maritime Analyst provides the familiarity with the GEOINT doctrine, sciences, and processes needed to perform Maritime Analysis functions in the Department of Defense at the full performance level. • **Hold a valid GPC-F credential** – This credential establishes a baseline of understanding of the practice of geospatial intelligence (GEOINT) in the Department of Defense (DoD). In order to perform at the full performance level in a DoD Maritime Analyst role, an analyst must possess basic knowledge of GEOINT doctrine, disciplines, and processes as assessed by the GPC-F assessment. • **Meet the GPC MA-II certification assessment's passing score** – Meeting the passing score indicates that a Maritime Analyst has demonstrated their proficiency in the content areas outlined in the essential body of knowledge.

APPENDIX L - GPC PROFESSIONAL QUALIFICATION STANDARDS

Professional Qualification Standards are On-the-Job Training (OJT) programs developed from GEOINT work functions identified in relevant job analyses and are included as GPC eligibility requirements for the GA-II, IA-II, and IS-II certifications. The PQS programs are independently operated by organizations composing the NSG. Effectively, PQS programs serve as skills standards which full performance analysts must perform via demonstration or application. The performance elements of PQS tasks make them difficult to be addressed by the GPC assessment instruments (multiple-choice assessments).

Work functions demonstrated/observed as part of PQS reviews include tasks such as "an imagery analyst is capable of performing imagery search at a [specified level of accuracy] within a [specified period of time]." This means an appropriately qualified observer, an "Attestant" who must be GPC-certified in the relevant work role, will watch a practitioner demonstrate the task and apply sound judgment to determine if the PQS standard has been met. In this example, the subject will use a classified computer system to scan a large frame of imagery to achieve an outcome, such as identifying any changes from a previous image, or identifying specific features present within the frame. The Attestant will determine whether the activity has been successfully completed at the level expected of a full performance analyst. If so, the Attestant will annotate the success in the appropriate box of the PQS Workbook, along with the date of the observance and their initials. In some cases, the Attestant may draw from a recent observance of the individual's demonstration of the task in an operational environment or may review the practitioner's body of work (portfolio) to determine the practitioner's capability. Note in this example of imagery search, a portfolio could not be used, as the Attestant would not be able to assess the subject's ability to perform the search within the specified timeframe.

As a final step to ensure the integrity of the Attestant's observation of the practitioner, a Qualifier (a supervisor of the Attestant) must review the PQS Workbook to ensure all tasks have been successfully performed (signed off). The Qualifier must sign a statement to indicate they believe the review was conducted with appropriate rigor, and without bias or undue influence.

Component PQS Workbooks are subject to review by collaborative NSG bodies such as the GEOCOM Professionalization Subcommittee (GPS) to ensure the tasks can be reasonably expected to produce a reliable assessment of proficiency in the work functions specified in the NSG PQS Handbook.

Access to PQS Programs

Eligibility requirements for all GPC programs specify an applicant must "Be actively serving in a GEOINT-related work role within the National System for Geospatial Intelligence (NSG)". As such, all prospective applicants for GPC certification have access to the NSG PQS Handbook and Component PQS Workbook respective to the credential they are pursuing. The PQS Handbook and PQS workbooks are viewable and downloadable on the JWICS classified system available to prospective applicants.

APPENDIX M - GPC ASSESSMENT SITES

Locations			
AK – JB Elmendorf-Richardson	GA - Fort Moore	NJ - Fort Dix	WA - Fort Lewis
AL - Huntsville	GA - Fort Eisenhower	NM - Las Cruces	
AZ - Davis-Monthan AFB	GA - Fort Stewart	NV - NAS Fallon	
AZ - Fort Huachuca	HI - Fort Shafter	NY - Fort Drum	
AZ – Yuma MCAS	HI - Pearl Harbor	OH –Wright Patterson AFB	
CA - Beale AFB	KS - Fort Riley	SC - Shaw AFB	
CA - Camp Parks	KY - Fort Campbell	TX - Fort Bliss	
CA - MCB Camp Pendleton	KY – Fort Knox	TX - Fort Cavazos	**Allied Locations**
CA - San Diego	MA – Fort Devens	TX - Fort Sam Houston	BHR - Manama
CA - Vandenberg SFB	MD - Fort Meade	TX - Fort Worth	DEU - Ramstein AFB
CO - Buckley SFB	MD - Laurel	TX - Goodfellow AFB	DEU - Stuttgart
CO - Fort Carson	MD – Suitland ONI	VA- Alexandria AGC	DEU - Wiesbaden
CO - Fort Schriever SFB	MO - Ft Leonard Wood	VA - Charlottesville	GBR - RAF Molesworth
CO - Peterson SFB	MO - St. Louis	VA - Dahlgren	ITA - Vicenza
FL - Eglin AFB	MS - Bay St Louis	VA - Langley AFB	JPN - Okinawa
FL - Hurlburt Field	NC - Fort Bragg	VA - Norfolk	JPN - Yokosuka NS
FL - MacDill AFB	NC - MCB Camp Lejeune	VA - Quantico	KOR - Osan
FL - Miami	NE - Offutt AFB	VA - Springfield	KOR - Pyeongtaek

A current dynamic view of this list and contact information for each site can be found on the GPC site https://geointcertification.nga.mil/ (USG Common Access Card/Certificate required).

APPENDIX N - SAMPLE ITEMS (QUESTIONS)

GPC assessments may include questions of the following types: *Multiple Choice*, *True or False, Matching*, and *Fill-in-the-Blank*. The following are representative of items a candidate may see on a GPC assessment:

Sample One

(U) What GEOINT product type includes geospatial data-derived products such as maps, charts, imagery and digital raster or vector information?

A. Standard
B. Specialized
C. Aeronautical
D. 3D fly-through

Sample Two

(U) [FILL IN THE BLANK FROM THE SELECTIONS BELOW] A 1:250,000 scale chart is typically used to compile a(n) _____ library.

A. harbor
B. approach
C. coastal
D. general

Sample Three

(U) [TRUE or FALSE] The accuracy of censuses from different countries may vary based upon data collection standards, scale of collection, level of governance, and timeframe.

A. True
B. False

Sample Four

(U) [MATCHING DIRECTIONS] For Questions 1 through 4, identify the Definition in Column II that BEST matches the Term in Column I. Mark all answers on your answer sheet. Each response in Column II may be used once, more than once, or not at all.

(U) GEOINT Terminology

(U) Column I Term	(U) Column II Definition
1. _____ National System for Geospatial Intelligence (NSG)	A. Qualified to select the appropriate collection discipline(s) and submit collection requirements on behalf of the imagery and geospatial analysts (IAs and GAs)
2. _____ Departmental Requirements Officer (DRO)	B. A federation of executive branch agencies and organizations that work separately and together to conduct intelligence
3. _____ Intelligence Community (IC)	C. The functional manager for imagery at the national level and provides timely, relevant and accurate GEOINT
4. _____ NGA Source (NGA/S)	D. Executes the nation's end-to-end space-based, airborne, and commercial imagery requirements for geospatial intelligence in support of national decision makers, warfighters, civil agencies, and allies
	E. The combination of technology, policies, capabilities, doctrine, activities, people, data, and communities necessary to produce geospatial intelligence in an integrated multi-intelligence, multi-domain environment

Sample Five

(U) [FILL IN THE BLANKS FROM THE SELECTIONS BELOW] In developing a geospatial product, the concept of 'fitness for use' requires understanding and reporting of _____[1]_____ and _____[2]_____.

A. [1] bias; [2] judgment
B. [1] confidence; [2] accuracy
C. [1] accuracy; [2] precision
D. [1] evidence; [2] judgment

APPENDIX O - GLOSSARY

Accredited: Status awarded to a certification program having demonstrated compliance with the standards for the accreditation of certification programs set forth by an approved accrediting body, like the NCCA.

Active: The status of credential awarded by the GPC PMO and is currently valid for use (not expired or revoked).

Active U.S. Government Security Clearance: A clearance issued by the United States of America for which the candidate is presently eligible for access to classified information. An active USG security clearance is required to participate in the GPC Program. Candidates with current (but inactive) or expired clearances are not eligible to participate in the GPC Program without a reinstatement of an active USG security clearance.

Applicant: An individual registered to participate in a GPC assessment.

Candidate: An individual meeting the eligibility qualification for, but has not yet earned, a credential awarded through a GPC certification program.

Certificant: An individual meeting all relevant GPC, agency, and component requirements to be certified and has been conferred certification.

Certification: The awarding of a credential, acknowledging an individual has demonstrated a specified level of knowledge or competence.

Certification Mark: A type of trademark used to show consumers that providers of products and/or services have met certain standards. The certification mark is the intellectual property of the certification body and may only be used with its authorization. (The I.C.E Basic Guide to Credentialing Terminology, 2nd Edition)

Competence: The ability to perform a task, function, or role in accordance with a set of prescribed standards.

Competencies: The measurable or observable knowledge, skills, abilities, behaviors, and other characteristics needed to perform a type of work or function. (Intelligence Community Directive (ICD) 652)

Conferred: The status of a credential approved by the DIEM-G. This decision authorizes the GPC PMO to award the credential.

Continuing Competence: Demonstrating specific levels of knowledge, skills, or ability throughout an individual's professional career. (The I.C.E. Handbook, 3rd Edition, p. 560).

Contracting Organizations: Entities providing professional services to the Department of Defense as a contracted vendor.

Credential: A formal recognition awarded to an individual meeting predetermined standards and maintaining the associated renewal requirements. (NCCA Standards, 2021, Standard 1 Commentary)

Cutoff: Breaking or ending a file at regular intervals, usually a fiscal or calendar year end, to permit their disposal or transfer.

Cut Score: A specific score on an assessment instrument or instruments at or above which the applicant passes and below which the applicant fails.

Defense Intelligence Enterprise Manager for GEOINT (DIEM-G) : As defined by DoD Directive 5105.60, the Director, NGA, under the authority, direction, and control of the USD(I), serves as the principal advisor to the Secretary of Defense, the Secretaries of the Military Departments, the Chairman of the Joint Chiefs of Staff, the Combatant Commanders, and leaders of other USG departments and agencies on GEOINT. The Director, NGA, serves as the [Defense Intelligence Enterprise Manager for GEOINT] *(the term "DOD GEOINT Manager" is obsolete)*, conducting all GEOINT activities delegated under the authorities of the Secretary of Defense and the USD(I&S).

Designation: An indication of a credential held by an individual, which could be a specific title, letters, or acronyms before or after an individual's name. (*NCCA Standards*, 2021, Standard 1 Commentary)

Eligibility Criteria: The prerequisite qualifications applicants must document to take an assessment or achieve a credential, often including benchmarks for education, experience, training, and/or apprenticeships. Also known as "eligibility requirements." (I.C.E. Basic Guide to Credentialing Terminology, 2nd Edition)

Entry/Developmental: Entry level work involves learning and applying fundamental skills and concepts using established procedures and standard practices to work problems of limited scope. Developmental work involves acquiring the competencies needed to perform successfully at the full performance level through appropriate formal training, actual on-the-job experience, or both, as appropriate for the designated work category. (ICD 652)

Essential Body of Knowledge (EBK): The specific functional tasks and the knowledge and skills required to perform those functional tasks. It describes the Defense GEOINT community's expectation of what individuals need to know and be able to do to be a high-performing contributor and member of the Defense GEOINT community.

Expired: The status of a credential not maintained through recertification/renewal.

Full Performance: Applicable to both the Technician/Administrative Support and Professional Work Categories, work at this level involves independently performing the full range of nonsupervisory duties appropriate for the designated Work Category. Employees at this level have successfully completed required entry-level training and/or developmental activities, have a full understanding of the technical or specialty field, independently handle situations or assignments with minimal day-to-day instruction or supervision, and receive general guidance and direction on new projects or assignments. Full performance employees exercise independent judgment in selecting and applying appropriate work methods, procedures, techniques, and practices in accomplishing their duties and responsibilities. Actions at this level may have impact beyond the work unit and, as a result, employees at this level typically collaborate with their peers internally and externally. (ICD 652)

Geospatial Intelligence (GEOINT): According to Title 10, GEOINT is the exploitation and analysis of imagery and geospatial information to describe, assess, and visually depict features and geographically referenced activities on the earth. GEOINT consists of imagery, imagery intelligence, and geospatial information (10 US Code (USC) §467[5]).

GEOINT discipline: Encompasses all activities involved in the planning, collection, processing, analysis, exploitation, and dissemination of spatial information to gain intelligence about the national security or operational environment, visually depict this knowledge, and fuse the acquired knowledge with other information through analysis and visualization processes (Pub 1).

Good standing: The status of a candidate or certificant regarded by their employing agency or organization as having complied with all explicit obligations, while not being subject to any form of sanction, suspension, or disciplinary censure.

Institute for Credentialing Excellence (I.C.E): A professional membership association that provides education, networking, and other resources for organizations and individuals who work in and serve the credentialing industry. I.C.E. is a leading developer of standards for both certification and certificate programs and it is both a provider of and a clearing house for information on trends in certification, assessment development and delivery, assessment-based certificate programs, and other information relevant to the credentialing community. GPC utilizes ICE accreditation services to verify compliance with NCCA Standards.

Instrument: An assessment, test, or examination.

National Commission for Certifying Agencies (NCCA): The organization designated by USD(I&S) to provide third party accreditation of GPC programs. NCCA has assessed over 300 industry and DoD professional certification programs to ensure they meet recognized standards of development, implementation, and maintenance to safeguard the health, welfare, and safety of the public. All GPC certifications and their assessments are aligned to NCCA standards.

National System for Geospatial Intelligence (NSG): The combination of technology, policies, capabilities, doctrine, activities, people, data, and organizations necessary to produce GEOINT in an integrated multi-intelligence, multi-security domain environment.

Pilot Assessment: The initial assessment for a certification domain conducted on an appropriate population of statistically significant size. Results are reviewed by a testing expert, and the assessment is modified as necessary to create the final assessment.

Professional Certification: The means to recognize sufficient mastery to warrant autonomous action. (NGA GEOINT Concept of Operations (CONOPS) 2020, Autonomy, p. 11)

Professional Development Unit (PDU): The creditable portion of an activity which demonstrates continued competence, logged by the certificant in the CMS to maintain GPC credentials. One PDU is typically associated with one hour of a planned, structured, and measured learning activity. An individual's three-year certification maintenance period commences upon the award or renewal of their GPC-F certification. Certificants accrue PDUs throughout this three-year period by successfully completing creditable activities within the four approved professional development categories: Academic Study, Training/Education Activities, Professional Activities, and Professional Experience.

Proficiency: The level of expertise required of an employee at a particular work level within a work category and occupation.

Proficiency Level I (PL-I): The level of expertise required of an employee performing work at the Entry/Developmental Work Level as defined in ICD 652 (or GS/GG equivalent).

Proficiency Level II (PL-II): Typically required for competencies associated with work performed at the Full Performance Work Level as defined in ICD 652 (or GS/GG equivalent) and the supervisory or managerial equivalent.

Program Management Office (PMO): The administrative program office, established in accordance with DoDM 3305.10 and comprised of permanent and contractor staff, who support the implementation and maintenance of the GEOINT Certification Program.

Program Design Document (PDD): Codifies policies and procedures of a certification program. It provides stakeholders visibility into the strategic, operational, and technical elements of a certification program. It includes documentation requirements for accreditation and maintenance of the certification program.

Psychometrics: The field of study concerned with the theory and technique of educational and psychological measurement, which includes the measurement of knowledge, abilities, attitudes, and personality traits. The field is primarily concerned with the study of measurement instruments such as questionnaires and assessments.

Recertification/Renewal: Requirements and procedures established as part of the GPC Program certificants must meet to maintain competence and renew their certification. To maintain an active certification, a GPC-certified individual must earn 100 or more Professional Development Units within their three-year certification maintenance period and remain in good standing as defined by their employing component or agency. Refer to the Credential Maintenance section above and the I.C.E. Handbook, 3rd Edition, p. 560.

Revoked: The status of a credential which was cancelled or removed by the Governance Council prior to the projected expiration date.

Third Party: Any individual or entity outside of the two parties directly involved in a transaction (e.g., the credentialing body and the credentialing candidates). (I.C.E. Basic Guide to Terminology, 2nd Edition)

USG: United States Government.

APPENDIX P - ACRONYMS

AA: Aeronautical Analysis

ADA: Americans With Disabilities Act

AS: Applied Science

ASG: Allied System for Geospatial Intelligence

CA: Cartography

CAC: Common Access Card

CMS: Certification Management System

COE: Common Operating Environment

COI: Conflict of Interest

CONOPS: Concept of Operations

COR: Contracting Officer's Representative

DIA: Defense Intelligence Agency

DIE: Defense Intelligence Enterprise

DIEM-G: Defense Intelligence Enterprise Manager for GEOINT

D/NGA: Director of the National Geospatial-Intelligence Agency

DNI: Director of National Intelligence

DoD: Department of Defense

DoDD: Department of Defense Directive

DoDM: Department of Defense Manual

EBK: Essential Body of Knowledge

EEOC: Equal Employment Opportunity Commission

EO: Executive Order

GA: Geospatial Analysis

GAPSCOM: GEOCOM Analysis and Production Subcommittee

GC: GEOINT Collection; Governance Council

GCS: GEOINT Collections Subcommittee

GDM: Geospatial Data Management

GEOINT: Geospatial Intelligence

GPC: GEOINT Professional Certification

GPC-F: GEOINT Professional Certification Fundamentals

GPC PMO: GEOINT Professional Certification Program Management Office

GPS: GEOCOM Professionalization Subcommittee

HG: Human Geography

IA: Imagery Analysis

IC: Intelligence Community

ICD: Intelligence Community Directive

I.C.E.: Institute for Credentialing Excellence

IS: Imagery Science

JP: Joint Publication

JQR: Job Qualification Requirement

JWICS: Joint Worldwide Intelligence Communications System

MA: Maritime Analysis

MOOC: Massive Open Online Course

MSPB: Merit Systems Protection Board

NCCA: National Commission for Certifying Agencies

NDA: Non-Disclosure Agreement

NGA: National Geospatial-Intelligence Agency

NGC: National Geospatial Intelligence College

NSG: National System for Geospatial Intelligence

NSGD: National System for Geospatial Intelligence Directive

OJT: On-the-job training

PDD: Program Design Document

PDU: Professional Development Unit

PED: Personal Electronic Device

PHI: Protected Health Information

PII: Personally Identifiable Information

PKI: Public Key Infrastructure

PL-I: Proficiency Level I (Basic/Developmental Performance Level)

PL-II: Proficiency Level II (Full Performance Level)

PMO: Program Management Office

EGAP: Enterprise GPC Appeals Panel

Pub 1: Geospatial Intelligence (GEOINT) Basic Doctrine Publication 1.0, April 2018

PQS: Professional Qualification Standards

SBU: Sensitive But Unclassified

SME: Subject Matter Expert

TTP: Tactics, techniques, and procedures

USD(I&S): Under Secretary of Defense for Intelligence and Security

USA: United States Army

USAF: United States Air Force

USC: United States Code

USCG: United States Coast Guard

USG: United States Government

USMC: United States Marine Corps

USN: United States Navy

USSF: United States Space Force

WBT: Web-Based Training

GPC