

Digital Forensic Certified Practitioner – Fellow

1. The primary goal of the *Digital Forensic Certified Practitioner - Fellow* (DFCP-F) certification is to enhance the professionalism and body of knowledge associated with the Digital Forensic Certification Board by providing a means for accomplished and distinguished individuals to participate in the DFCB even though no longer actively conducting fieldwork. The DFCP-F certification will be designated for individuals who have made significant and quantifiable contributions in the advancement of knowledge and expertise in the fields of digital forensics and / or electronic discovery, but are no longer directly working in the respective field.
2. Individuals eligible for consideration and potential award of the DFCP-F certification will meet the following conditions:
 - a. Individuals whose membership is in good standing with the DFCB, who have held the DFCP certification for a minimum of five (5) years, but have retired from actively conducting fieldwork.
3. The process for awarding the DFCP-F certification to a candidate shall have three components:
 - a. Nomination – the candidate must be nominated by at least two (2) members in good standing with the DFCB. Officers and /or Executive Board Members offering a nomination will be recused from the award voting process related to that candidate.
 - b. Review of Qualifications– the Executive Board will review the qualifications of the candidate to determine eligibility. The Executive Board will make a decision, at its discretion, to conduct either an informal or formal review process.
 - i. An informal review process does not require supporting documentation to be provided by the candidate.
 - ii. A formal review requires supporting documentation to be provided by the candidate, as set forth under “Documentation Requirement” guidelines.
 - iii. In the event of an informal review the Executive Board may make a determination to by-pass the formal review process based on the strength of the candidate’s qualifications. In the event of a formal review the candidate will be required to produce documentation of qualifications for review. Regardless of which review process is chosen by the Board, the officers shall have a minimum of thirty (30) days from the time of nomination to review the candidate’s qualifications prior to any determination of award being made.
 - c. Vote of the Executive Board – a vote of the Executive Board will be the deciding factor in award of the DFCP-F certification.
 - i. If the Executive Board has selected an informal review process, the informal review must take place during a scheduled meeting that meets the requirements of constituting an official DFCB Board meeting under the bylaws. A two-thirds (2/3) majority vote in favor of the candidate is required to award the certification. By default, if a candidate fails to be awarded under an informal review process, the candidate or a

member of the Executive Board may request a formal review and request another vote for award under the formal review process.

- ii. If the Executive Board or the candidate has selected a formal review process, the formal review must take place during a scheduled meeting that meets the requirements of constituting an official DFCB Board meeting under the bylaws. Upon reviewing the documentation provided by the candidate and after the minimum thirty (30) day review period has passed, and during a regularly scheduled Board meeting, a two-thirds (2/3) majority vote of the Executive Board in favor of the candidate is required to award the certification.

4. Membership Dues: DFCP-F certification holders will be required to pay membership dues to the DFCB to maintain their certification.
5. Documentation Requirement: the candidate will provide a copy of his or her *Curriculum Vitae* for a formal review process. The Executive Board may, at its discretion, request additional documentation from the candidate prior to making an award determination.
6. Recertification: There is no re-certification requirement associated with the DFCP-F
7. Revocation: The revocation process, if necessary, would activate under the same criteria as the existing process for the DFCP, and follow the same guidelines and processes.