

Cellebrite Certification Policy

Global Training Division

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I. Purpose

The Cellebrite Training Certification Policy outlines and governs the Cellebrite Training Certification programs along with the roles, responsibilities, and organizational structure of the Certification Body. The policy shall also govern the roles of the Certification Committee(s) relative to certifications.

The purpose of Cellebrite's Training certification programs is to measure the knowledge, skills and abilities of certification candidates based on the completion of practical exercises and a knowledge-based examination. This policy shall also govern the issuance of the training certification(s) based on successful completion of specific practical exercise and knowledge-based testing criteria.

Definitions

Applicant

A person seeking professional training certification through an approved training certification program offered by Cellebrite. An applicant is considered a candidate once the application for certification has been submitted and accepted by the Certification Body.

Assessor

An Assessor is a Cellebrite employee assigned to a Certification Committee who reviews the knowledge-based and / or practical exercise components of the Cellebrite CCME Certification Examination. Assessors report directly to the Chairman of the assigned Certification Subcommittees.

Candidate

Any person who is qualified to enter the Cellebrite certification program.

Capstone Certifications

Requires the completion of a set of prerequisite certification courses and a comprehensive Capstone Exam. Capstone Certifications require renewal every two years. Renewing a Capstone Certification will automatically renew the associated Core Certifications.

CCME

A capstone certification program titled Cellebrite Certified Mobile Examiner.

CCCE

A capstone certification program titled Cellebrite Certified Computer Examiner.

CCRS

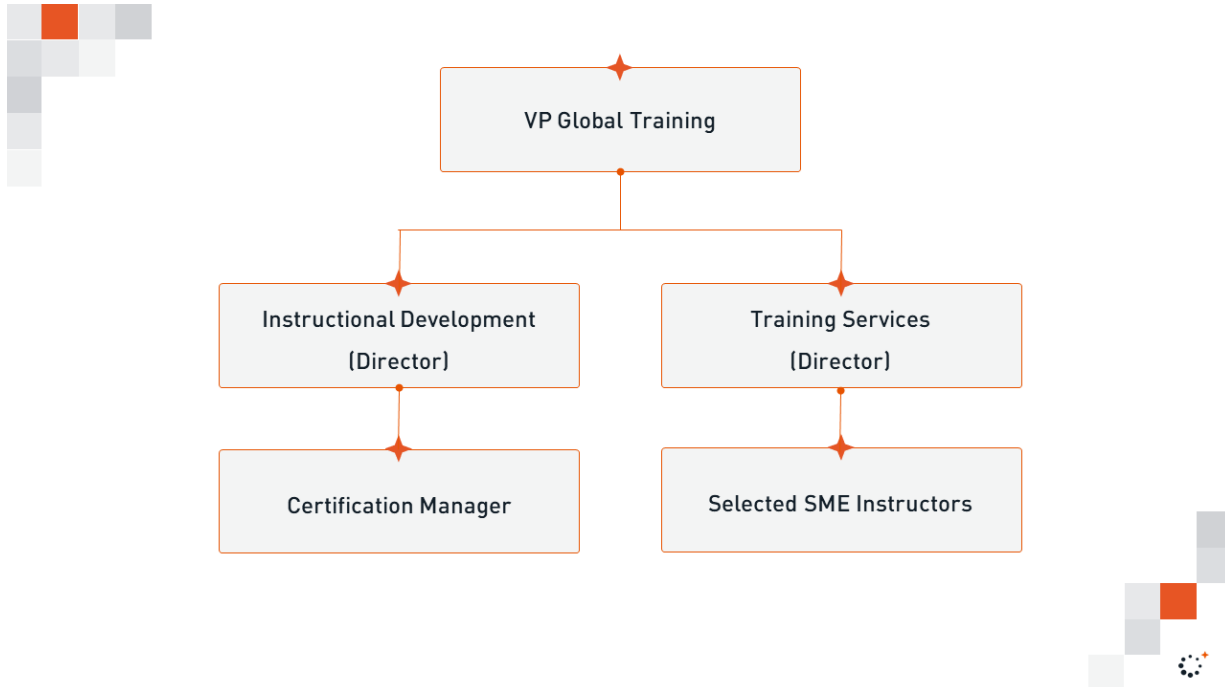
A capstone certification program titled Certified Recovery Specialist.

Certificant

A person who has satisfactorily completed the Cellebrite certification track and possess a valid Cellebrite designated certification.

Certification Body

The Certification Body is responsible to develop, implement and oversee the Cellebrite certification program. The Certification Body is comprised of the Vice President of Cellebrite's Global Training Division, the Instructional Development (Manager), Training Services (Manager), the Certification Manager, and select Subject Matter Expert (SME) Instructors.



Certification Committee

The Cellebrite Certification Committee is an ad-hoc group of people assembled at the direction of the Certification Manager to facilitate the special needs of the Instructional Development (Director) to include but not limited to the resolution of complaints, appeals and disputes.

At the direction of the Certification Manager, a Certification Committee may be empaneled to assist in the administration of the Cellebrite Certification Program. In these instances, the Committee shall be composed of a Committee Chairman and Certification Committee Assessors who have not been involved in any of the prerequisite certification-based training for the candidate.

Cellebrite Capstone Certifications

The Cellebrite Training Capstone Certification Programs aim to measure the knowledge, skills, and abilities of certification candidates to ensure they have mastered specific skillsets and methodologies and are qualified to lead forensic investigations in the areas they have been certified to. The Capstone Programs provide a robust curriculum that aids in preparing students for their desired certification by providing

learners with access to world-class forensic information and providing practical hands-on experience utilizing the methodologies and tools that are key in real-world application during investigations and cases.

Core Certifications

Provides foundational knowledge, ensuring professionals have the essential principles and skill sets using Cellebrite solutions. Core Certifications must be renewed every two years to ensure professionals stay up-to-date with the latest technological advancements and maintain their proficiency in the field.

Subcommittee Chairman

A subcommittee Chairman is appointed by and reports directly to the Instructional Development (Manager).

Expired

A certification will be considered expired when any of the recertification requirements have not been met within the specified time requirements established in this policy. An expired certificant is one who has allowed their certification to expire and may no longer claim or infer that they hold the certification while they are in an expired status.

Grandfathering

Grandfathering is a process by which a person is granted a certification when they have not been tested for their practical knowledge and/or competence in that specific forensic discipline.

Recertification

The process whereby a certificant renews their certification in conformance with the requirements specified in the current Cellebrite Certification Policy.

Revoked

A certification that has been removed, rescinded or withdrawn for cause. Those having their certification revoked may no longer claim or infer that they hold a valid certification.

Suspended

Certification credential may be suspended pending completion of the recertification requirements. Those that have had their certification suspended may no longer claim or infer that they hold a valid certification as long as the suspension is active.

III. Certification Policies and Procedures

A. Certification Body and Committees

The Certification Body is comprised of the following individuals with duties and responsibilities as detailed below: the Vice President of Cellebrite's Global Training, Instructional Development (Director) , and the Certification Manager.

1. The Vice President of Global Training serves as the final authority over disputes related to the Cellebrite Certification Policy.
2. The Instructional Development (Director) will announce openings, accept nominations, and select replacements to the Certification Body.
3. The Instructional Development (Director) has overall responsibility for the delivery and operation of all Cellebrite's Certification program and reports directly to the Vice President of Global Training.
4. The Instructional Development (Director) may not be involved in the direct evaluation of a practical exercise, proficiency test or written examination as the initial assessor. Initial assessment will be done by the Certification Manager or their designee.
5. The Instructional Development (Director) shall be the sole granter of any and all Cellebrite certifications.
6. The Certification Manager shall have the overall authority over certification materials, including practical exercises and knowledge-based examinations, in conformance with this certification policy.
7. The Certification Manager is responsible for the creation and management of all the Certification Committee and all Ad-Hoc committees.
8. The Certification Manager shall supervise investigations of appeals involving dismissal from the certification program as a result of an ethics investigation as outlined in Cellebrite Training Code of Ethics and Professional Standards Policy.
9. The Instructional Development (Director) may not review a candidate's work product or appeal until an initial review has been conducted by the appropriate committee. Initial assessment will be done by the Certification Manager or their designee.
10. The Certification Manager is responsible for all communications related to Cellebrite Certifications.
11. The Instructional Development (Director) along with Training Services (Manager) are members of the Certification Body and work closely with the Certification Manager to verify that all testing criteria are in line with core competencies and changes in the discipline.
12. The Cellebrite Certification Committee will approve certification materials, including practical exercises and knowledge-based examinations, in conformance with this certification policy.

13. The Cellebrite Certification Committee will serve as directed by the Certification Manager for a variety of matters related to the Cellebrite Certification Programs.
14. Committee Chairmen shall collect information, documents, electronic communications, and notes relative to their assignment on a committee. Once the Chairman of the Committee has reviewed the pertinent information, they will lead their committee and render a decision regarding the matter within thirty calendar days. Once a decision has been rendered, the Chairman shall notify the Certification Manager in writing or electronically. This notification will include pertinent details of any appeal process.
15. In the event of a non-temporary absence, the Certification Manager shall be replaced within 60 days.

B. Certification Manager Shall Issue Certifications

The Certification Manager shall be the sole granter of certifications reflecting the following information:

1. Cellebrite as the certifying body
2. Name of certificant
3. Certificate number
4. Date issued
5. Expiration or recertification year
6. Official name and type of certification

C. Membership Not Required

Cellebrite shall not require membership in any organization to qualify for certification; nor shall Cellebrite impose undue financial requirements for any Cellebrite Capstone Certification.

D. Application Guidelines

The Certification Manager will:

1. Approve the application guidelines for entry into the Cellebrite Certification program.
2. Program and assess the qualifications of a certification applicant. Approval may also be granted based on the successful completion of automated approval requirements built into the LMS.
3. Ensure the application contains an acknowledgement by the applicant or certificant to comply with conditions to achieve and maintain Cellebrite Certification.
4. Ensure the timely processing of applications into the Cellebrite Certification Program.
5. Ensure only fully completed applications for certification are accepted.

6. Ensure the application contains an acknowledgement by the applicant or certificant to abide by the Cellebrite Training Code of Ethics and Professional Conduct.
7. Ensure completed applications are accepted prior to the prescribed deadline and that all requisite fees have been paid. (Applications will not be processed until all applicable fees have been received).

E. Fees

The Certification Manager will establish a schedule of fees for the CCME, CCCE and CCRS Certification and recertification.

F. Documentation and Retention

The Certification Manager shall ensure that certification program documents and records are maintained securely. All records will be maintained and disposed of in compliance with the Cellebrite Records Retention Policy.

Cellebrite maintains a scalable industry-recognized learning management system (LMS) which records participation, certification results and issues certificates upon successful completion of all required activities. The records/data management system shall be updated dependent upon the current needs of the certification program and comply with internal regulations and applicable laws. Records shall be reviewed or audited at least once per year.

The certificant records relative to their status (current, expired, or revoked) are stored within the LMS. This information is available to the Certification Body and administration personnel, but not to the public. An individual certificant can login to the LMS, and under their profile, they can view their certificate status to include the initial date of certification (date of examination), expiration date, and their certificant ID number.

Records relating to granting, maintaining, renewing, revoking, or withdrawing a certification from an individual is maintained in our LMS database for certification. This information is only available to the Certification Body and LMS Administration.

All Cellebrite Certification Program records, including examination outcomes, will be maintained for at least three years.

The overall operation of the LMS and records management shall be the responsibility of the LMS team.

Policies and procedures and all documents describing the certification standards of the certifying body shall be archived indefinitely and marked with a date and timestamp when the document became effective, superseded or dropped.

G. Certification Program and Committee Participation Requirements

The Cellebrite Certification Committee is responsible to develop, implement and oversee the certification program. All Certification Program and Committee members shall remain independent and impartial in all matters regarding Certification and such all decisions relating to certification are free from undue influence by others.

Committee participants shall meet the following minimum criteria:

1. The following minimum standards shall apply to the selection of Program or Committee members:
 - a. Must be a Cellebrite employee.
 - b. Must have applicable training in the core competencies for which they are certifying. (e.g. possession of a current, valid CCME, CCCE or CCRS Certification).
 - c. Certification members must comply with Cellebrite policies, procedures, and guidelines.
2. All Certification Committee staff will maintain the highest level of integrity when dealing with certification candidates. Cellebrite staff must be trustworthy and impartial and must have received an appropriate level of computer/digital forensic training.

H. Certification Committee Structure

The Certification Committee is structured as to give confidence to interested parties in its competence, impartiality and integrity and is organized as follows:

1. Certification Manager
2. Two (2) Cellebrite Certified Instructors (appointed)

The formal process for nominating members to the Certification Committee is as follows:

1. The Certification Manager will notify the Instructional Development (Manager) of vacancies to the Certification Body.
2. The Instructional Development (Manager), will announce and accept nominations for replacements to the Certification Body.
3. The Instructional Development (Manager) is responsible to select replacement to the Certification Body from qualified nominations.
4. Upon selection of replacement member(s), the Certification Manager is responsible for publishing a quarterly schedule specifying the members of the Certification Body for the upcoming calendar year.

I. Confidentiality, Objectivity and Impartiality

Cellebrite will ensure that training or related activities do not compromise the confidentiality, objectivity, or impartiality of the Cellebrite Certification Program. The Certification program is led by the Certification Manager, who is independent from training and accountable to the Instructional Development (Director).

As a general guideline, members of the Certification Body or any committee shall acknowledge the following in writing:

- Members of the Certification Body agree to keep all information and activities confidential.
- Members of the Certification Body shall disclose any potential conflict of interest related to a particular candidate, information or activities to any matter being discussed.

- The Certification Manager may replace any member disclosing a potential conflict of interest with another qualified member.
- All individuals serving on the Certification Body or committee shall remain independent and impartial in all matters regarding Certification to ensure all decisions are free from undue influence by others.
- Assessment and certification requirements shall not be reduced or compromised and shall be fairly administered to all candidates.

Except as described in these standards, information about a particular individual shall not be disclosed to a third party without the written consent of that individual.

Where the law requires disclosure, the individual shall be notified of the information provided.

Any violations of this policy, real or perceived, shall be directed to the Certification Manager or the Instructional Development (Manager).

J. Conflict of Interest

All Cellebrite personnel must always avoid situations that could affect their objectivity or place them in a conflict of interest while performing their assigned tasks. Questionable incidents, suspected violations of Cellebrite policies, suspected breaches of professional conduct or ethical standards will be referred to the Certification of Manager for review and action deemed appropriate.

K. Creation of Certification Materials

The Cellebrite Certification Committee will approve certification materials, including practical exercises and knowledge-based examinations, in conformance with this certification policy.

L. All Certification Materials Copyrighted by Cellebrite

All certification materials are copyrighted by Cellebrite. Materials may not be distributed outside of Cellebrite without the express written permission of the Certification Manager.

M. Development of Examinations

All certification practical exercises and knowledge-based examinations shall be designed to reliably evaluate the knowledge, skills and abilities of the candidate. The development of practical exercises and knowledge-based examinations used in any of the certification process will be thoroughly vetted during development. The stages of development consist of

1. Concept Design
2. Examination Development
3. Technical Review
4. Core Competency Alignment
5. Quality Management and

6. Implementation

7. Annual Maintenance Review Cycles

The capstone certification process includes questions aimed at assessing certificants' ability to apply best practices, relevant concepts, and methodologies in the context of their field. This evaluation may involve analyzing data sets and utilizing forensic techniques, or demonstrating knowledge of forensic practices and data recovery concepts, depending on the specific certification.

N. Practical Development Final Approval

The Certification Manager has final approval authority for practical exercises and knowledge-based examinations. Once approved, these testing instruments will be used as the basis for objectively measuring the candidate's knowledge, skills and abilities in the specific forensic discipline being certified.

O. Development of Additional Problem Sets

A secondary set of practical exercises and knowledge-based examinations will be available in the event of a compromise of integrity. Alternate practical exercise and written examinations will consist of the same number of questions and possess the same level of quality.

P. Proctored Exams

The Cellebrite Capstone Exams are primarily web-based and initiated by the applicant from a location of their choice or may be taken on-site from time-to-time as scheduled by the Certification Body. Exams proctored on-site will conform to a typical academic classroom setting.

Remote candidates will be able to take the exam from a location of their choosing provided they have access to the audio/visual equipment necessary for proper monitoring.

Special circumstances where candidates cannot have audio/visual equipment in secure locations the candidate must have a Proctoring Declaration Form signed by their supervisor stating the reasons that the individual cannot be monitored electronically. In addition, information must include the name and contact details of the supervisor designated as the proctor. The proctor must sign and certify they will and are following all proctoring guidelines.

Q. Timing of Proficiency Testing

The proficiency testing periods will be open for a period of forty-five (45) days after enrollment in the process. Each certificant must complete the certification process within the allotted time. The Certification Manager may modify the proficiency testing dates when required.

R. Cellebrite Training Code of Ethics and Professional Conduct

All certificants must provide affirmation of adherence to the Cellebrite Training Code of Ethics and Professional Conduct prior to being certified or recertified. Further, certification candidates are required to acknowledge adherence to a Declaration of Independent Work (DIW).

S. Candidates with Disabilities

Cellebrite does not discriminate against persons with disabilities. To the extent possible, Cellebrite will provide reasonable accommodation for persons with disabilities, provided Cellebrite is made aware of the specific accommodation requested at the time of application for any Cellebrite Certification Program.

T. Competency Evaluation

The Certification Body is responsible for generating and implementing all certification examinations. Questions used on certification examination will be designed to test an applicant's knowledge, skills and understanding of the forensic principles and methodologies representative of the certification sought.

Practical exercises and knowledge-based examinations used in any of the certification process will be thoroughly vetted during development by experienced personnel (Cellebrite Certified Instructors). The Certification Manager shall appoint members of the Certification Body and Committees which have the requisite knowledge, skill, and abilities within the scope of the Cellebrite Training Capstone Certification Competencies and possession of valid, active Cellebrite certifications.

Practical exercises will be graded automatically based on a set of questions randomly selected from a question bank.

Knowledge-based examinations will be graded automatically based on a set of questions randomly selected from a question bank.

All Cellebrite Training Capstone Certification Examinations will be proctored by an independent party who will establish the identity of the applicant via identification documentation. The Certification Body shall convene a committee comprised of members who are impartial, trustworthy, and responsible.

The Certification Body shall conduct a yearly review of testing criteria to ensure they are in line with changes in the discipline and revised as needed.

If it should become known that the integrity of an examination is compromised, a new examination shall be generated, composed of non-compromised questions of the same number and type.

U. Candidates Prohibited Activities

Cheating, plagiarism, policy violations, or unethical conduct may result in dismissal from the certification program and/or revocation of Cellebrite certification(s). These issues will be referred to the Certification Manager for inquiry or investigation.

Candidate prohibited activities may include, but are not limited to:

- Utilizing a false identity when attempting to complete or successfully completing a course, a course activity, or exam using a registered name different than their own. This includes allowing another individual to falsely represent their identity in upon completion of those activities.
- Violating the Cellebrite Copyright policy by engaging in willfully copying, reproducing, hacking, illegally downloading, recording, photocopying, or by any means attempting to permanently obtain copies of Course Material, Exam Material, Data Sets, Images, or other collateral that is provided in

the course. This is a violation of the Cellebrite Copyright policy even if there is no stated or obvious intention to distribute.

- Gaining or obtaining illegal copies of prior exams or exam materials, including old exam banks or exam questions, is strictly prohibited and these resources may not be used during exams. Candidates caught using copies of older exam versions are in violation of the Cellebrite Code of Ethics and Professional Standards Policy and will be considered “cheating”.
- While completing any of the proctored exams, candidates must work independently, however may refer to your book(s), notes, online reference material and internet searches. Candidates may not chat, text, or talk to anyone else during the exam or solicit the help of any other individual, including instructor(s), classmate(s), colleague(s) or field practitioner(s).

V. Publication of Certificants

Certificants will be given the option of having their names published as a Capstone Certification holder this includes CCME, CCCE and CCRS. Cellebrite will list the first and last names of the certificants and their Certificant ID and Certification status on the public website for those certificants opting to do so.

W. Certificates

Cellebrite maintains a scalable industry-recognized learning management system (LMS) which records participation, certification results and issues certificates upon successful completion of all required activities.

The issued Certificate will be delivered in a downloadable PDF format.

The issued Certificate will be signed by the Vice President of Global Training and the Certification and Project Manager (Certification Manager).

The Certification Body will maintain sole ownership of the certificates.

The certificate shall include at a minimum:

- Name of Recipient
- Date Awarded (Conferred)
- Date of Expiration
- Certification Title
- Certificate Code/Number
- Signatures of Certification Manager and Vice President of Global Training

X. Certification Logo Usage

Cellebrite maintains trademarks on all Cellebrite Certification logos for the CCME, CCCE and CCRS. The use of any Cellebrite Certification logo is governed by the Certification Manager. The CCME, CCCE, and CCRS certification logos may be used by certificants that have successfully obtained and maintain their Cellebrite Certifications active, provided that the logo is used in an authorized, unaltered format and is only used to reflect the possession of their active certifications. Examples of acceptable use would include

business cards, CV's, resumes, email signatures, social and business media sites. The Cellebrite Training Capstone Certification logos cannot be used to infer any endorsement by Cellebrite beyond the possession of the CCME, CCCE or CCRS certification and must be removed when any respective certification expires or is revoked. Any infringement of this limited use of the logos may result in loss of any Cellebrite certifications or other action provided by law.

Y. Certificant Credential Status (Credential Suspension or Revocation)

A person's certification may be temporarily suspended by the Certification Manager for alleged unethical conduct, violations of professional standards or violations of criminal laws. Cellebrite may revoke the certifications based on the findings of an inquiry or an investigation.

Z. Complaints and Appeals

Complaints appeals and disputes shall be handled in a fair, objective and non-discriminatory manner in compliance with all applicable federal, state, and local laws.

1. Those contesting the results of practical exercises, written examinations, unfair treatment, or dismissal from the certification program shall submit their written or electronic appeal to the Certification Manager, providing justification for the appeal within three (3) business days of the completion of the examination or incident.
2. The Certification Manager will convene an ad-hoc committee composed of a chairman and at least two subordinate members. The Committee shall be composed of a Committee Chairman and Certification Committee Assessors who have not been involved in any of the prerequisite certification-based training for the candidate.
3. The Committee Chairman shall gather and review any available information, documents, electronic communications, and notes concerning the dispute.
4. The Committee Chairman of the subcommittee will review the available information and respond with a recommendation within 30 days of the formation of the subcommittee. This recommendation shall be rendered and presented to the Certification Manager.
5. Upon acceptance of the recommendation, the Certification Manager shall notify the candidate of the decision in writing or electronically.
6. Appeals to the decision of the Committee Chairman must be made to the Certification Manager within ten (10) days of the date of notification by the convening chairman.
7. The Certification Manager will present the appeal to a committee made up of the Certification Manager and at least two management-level staff who have not previously been involved in the matter. This committee will weigh the evidence under consideration and render a decision regarding the matter under appeal within 30 days of submission of the appeal. The candidate will be notified of the committees' final decision in writing or electronically.
8. Appeals involving dismissal from the certification program or as a result of an Ethics investigation shall be presented to the Vice President of Global Training for evaluation. The Vice President of

Global Training will render a final decision concerning the matter and the candidate will be notified of the appeal decision in writing or electronically within 30 days of such appeals.

AA. Recertification Period

Each Cellebrite certificant must recertify during the second year following the date of their original certification or date of their last recertification. The certificant must satisfy the recertification requirements specified in this policy by the last day of the proficiency-testing period(s) in the second year.

1. The Certification Manager or designee may waive this requirement for active-duty military members or civilian personnel attached to a military organization or on a military deployment, for the duration of the deployment.
2. As soon as possible upon return from deployment, the certificant must notify the Certification Manager, completing the recertification process at the earliest opportunity.

AB. Failure to Recertify and Grace Period

Failure to recertify means the certificant failed to meet all of the specified requirements by the established deadline.

The expiration date of the certification will be 2 years (730 days) from the date of the initial certification or the last recertification. Certificants failing to recertify before their expiration date will be classified as expired.

1. To renew an expired certification, the holder of that certification must request and successfully complete the recertification requirements within twelve (12) months of the certification expiration (before or after expiration).
2. Certificants will be responsible to pay any applicable administrative fees associated to lapsed (expired) certifications.
3. Certificants who fail to renew expired certifications within the 12-month grace period must qualify for, apply for and complete the program in its entirety.
4. Certificants may appeal an expired classification by submitting a written appeal to the Certification Manager.

AC. Grandfathering

Grandfathering for Cellebrite Certification is only allowed for up to one recertification cycle (2 years) after certification requirements are changed. Following the next cycle of certification, the certificant must adhere to the new policy.

AD. Expired Certification Records Updated

When a certification is reclassified as expired, the LMS will automatically update the records to reflect a current status of the certification associated with that person as expired. This provides real-time visibility into the certificants' certification statuses. It is recommended that the certificant keep their records up to date and note when recertification is due. Cellebrite is not held liable for the certificant failing to recertify prior to the expiration of their certification or expiration of the grace period.

AE. Modifications

Changes to the certification requirements, including the modified verbiage, nature of the modification(s) and the effective date(s), will be published to Cellebrite certificants via the Cellebrite Learning Center website.

IV. Capstone Certification Programs

A. Cellebrite Certified Mobile Examiner

The Cellebrite Certified Mobile Examiner (CCME) is Cellebrite's top mobile forensic examiner core certification which certifies that mobile device examiners have attained a level of mastery in the discipline of mobile device forensic investigation methodology and digital forensic analysis as well as a high degree of proficiency with Cellebrite Physical Analyzer software and a high level of working and practical knowledge regarding Cellebrite's UFED technology. CCME certification indicates that an investigator is a skilled mobile device examiner .

CCME Program Entry

1. The CCME Program Prerequisite requirements are as follows
 - a. Cellebrite Certified Operator (CCO) - Active Certification
 - b. Cellebrite Certified Physical Analyst (CCPA) - Active Certification
 - c. Cellebrite Advanced Smartphone Analysis (CASA) - Certificate of Completion
2. Entry into Program:
 - a. Cellebrite reserves the right to determine entry requirements into the program.
 - b. Applicants failing to provide the required information on their application may not be approved for entry into the certification program
3. Certification Minimum Standards:
 - a. Cellebrite will publish the minimum standards required on the public website.
 - b. For the CCME Program, applicants must:
 - i. Successfully complete two timed practical exercises to demonstrate requisite knowledge and proficiency in the use of Cellebrite hardware and/or software to conduct advanced forensic analysis on a given dataset. Successful completion is defined as having received an average minimum score of 80% on the two exercises.
 - ii. Completion of a proctored and timed knowledge-based examination comprised of random questions pulled from a question set. Successful completion is defined as having received a minimum score of 80% on the knowledge-based examination.

CCME Time Constraints

The following time constraints will apply to the CCME Certification process. Failure to comply with the time constraints may result in dismissal from the CCME process:

1. **Time Limit for Practical Skills Assessment:** Candidates shall have seven (7) days from the time they begin each practical skills assessment to answer all questions related to the extraction. Sufficient time has been allotted to this activity; therefore, a candidate's work or personal schedule is not an acceptable excuse for missing this deadline.
2. **Device Extractions for the Practical Skills Assessment:** Two device extractions shall be examined; one is an Android device and the second is an iPhone. The downloads shall be provided prior to the start of each 7-day time limit described above. Candidates are advised to download and decode the extractions prior to starting the practical skills assessment using the latest release of UFED Physical Analyzer software. A candidate's failure to have licensed software and/or decode the extractions provided is not an acceptable excuse for a failed attempt.
3. **Time Limit for the CCME Certification Examination:** Candidates shall have three (3) hours in a single seating for the CCME Certification Examination. Sufficient time has been allotted to this activity in a single seating. Upon expiration of the 3-hour window, answered questions shall be automatically graded and unanswered questions shall count negatively in scoring the assessment.

CCME Certification Process

The Cellebrite Training Capstone Certification process is comprised of practical exercises and a knowledge-based examination designed to measure the candidate's forensic skills and knowledge of specific concepts directly correlating to the competencies described for each certification.

A passing score of 80% or above must be achieved on both the Practical Skills Assessment and Cellebrite Certification Examination to obtain the appropriate certification.

Cellebrite will provide each successful certificant with a Cellebrite Certified certificate detailing the credentials earned.

1. Grading for the Practical Skills Assessment

For the CCME, each of the practical skills assessments shall be graded separately. Candidates must achieve an average of 80% or higher between both practical skills assessments to advance to the knowledge examination for CCME.

2. Grading for the Capstone Certification Examination

The knowledge assessment shall be graded automatically by the LMS. Candidates must achieve a score of 80% or higher to pass the Certification Examination.

Certification candidates engaged in any Cellebrite Certification Program are required to complete the practical exercise(s) and written examination(s) independently, without assistance. Candidates completing the certification program must acknowledge that they completed the certification process independently and that they agree to abide by the Cellebrite Training Code of Ethics and Professional Conduct.

Violation of these standards may result in dismissal from the program and revocation of any Cellebrite certification(s).

3. Failure of the Practical Skills Assessment

If a candidate scores less than the required 80% average on the Practical Skills Assessment, may re-test immediately for a total of 2 attempts for each practical assessment. A single second attempt at the Practical Skills Assessment does not incur any additional costs. If failure to achieve an average of 80% or higher in the Practical Skills Assessment on both attempts, the participant shall be considered unqualified to proceed to the Capstone Certification Examination.

4. Failure of the Certification Examination

If a candidate scores less than the required 80% on any of the Cellebrite Certification Examinations for CCME, they may re-test after a thirty (30) day waiting period. A single second attempt at the Certification Examination does not incur any additional costs. If failure to achieve a score of 80% or higher in the Certification Examination on both attempts, the participant shall be considered unqualified to proceed to the Cellebrite Certification.

Candidates who have become unqualified from failed attempts may begin the process again by reapplying and paying the applicable fees for the Certification Exam.

5. Requesting Review of Assessments & Examinations

Upon request, candidates who do not attain a score of 80% or higher may have the practical exercise(s) and/or written examination reviewed by a Certification assessor who will verify the scoring. The verified final score will be submitted to the Certification Manager for review and documentation.

Assessors may not discuss certification practical exercises or written examinations with anyone other than the Certification Manager or Committee members. All certification-related communication with candidates will be conducted and documented by the Certification Manager.

CCME Recertification Requirements

The recertification requirements must be strictly adhered to for all Cellebrite Training Capstone Certifications.

1. **Timeline:** Recertification must be successfully completed within the second year (+730 days) following initial certification or recertification.
2. **Responsibility:** It is the certificant's responsibility to complete and submit a recertification request in the second year following the initial certification or recertification as instructed on the LMS.
3. **Continuing Professional Development:** The certificant must submit documentation verifying attendance at a minimum of 21 hours of continuing professional development related to mobile device or digital forensics from industry recognized organizations during the previous certification period. Acceptable training hours include IACIS, US Secret Service NCFI, other industry-leading digital forensic training vendors or an accredited college providing an official curriculum of training in digital forensics.

Certificants must provide legible copies of completed courses, training certificates, or other documentation at the time the recertification application is submitted. A certificate of completion or other documentation must reflect the date obtained, hours completed and a signature of the issuing authority. Substitute documentation will be assessed on a case- by-case basis.

- a. Classroom and online, on-demand or live courses.
- b. Active participation in SWGDE and other technical working group committees.
- c. Workshops and conferences, when documented by a certificate of attendance specifying the number of hours, subject(s) discussed, location, and issuing authority.
- d. Attendance of one advanced or expert level course offered by Cellebrite. These highly focused courses include CIP, CASA, CERT-F, CISP, CCOF, CAIF or CAAF; or
- e. Conducting a minimum of 21 hours of instruction in an approved digital forensic discipline.
- f. All hours must have been completed during the preceding certification period; and
- g. All applicable recertification fees must have been paid.

Fee Waiver:

Current Cellebrite Certified Instructors (CCI) may have recertification fees and training requirements waived by the Certification Manager. Instructors utilizing this method to recertify must complete the "Certification Training Hours Documentation Report" with all courses taught in the previous 24 months and signed by an approved member of management that can attest to the instructor's teaching schedule.

4. **Work Experience:** At the time of recertification, certificants must complete the following:
 - a. For the CCME, have examined or supervised a minimum of three (3) mobile devices during the previous certification period.
 - b. Certificants must affirm they have continued relevant work experience in mobile forensics which may include any of the following examples:
 - i. Completing or supervising the completion of at least three (3) mobile, computer, or other digital forensic examinations.
 - ii. Teaching or providing education in the field of mobile forensics.
5. **Code of Ethics & Professional Conduct:** At the time of recertification, certificants must reaffirm their intention to uphold the Cellebrite Training Code of Ethics and Professional Conduct. The current version shall be available to certificants on the LMS.
6. **Submission Review:** The Certification Body will review documentation submitted by certificants to ensure the content of the training event falls within the scope of this policy and in accordance with recertification requirements. Additional information and/or documentation may be requested for

verification, when needed. In those instances when training is denied, the certificant will be responsible to provide supporting details as to how the training pertains to the recertification in question.

CCME Grandfathering

Effective from 2023, the CCME Capstone certification track now requires the completion of CASA. All existing CCME holders whose certifications are set to expire in January 2023 to January 2025 will be allowed to continue under the previous recertification requirements. During this period, these students will have the ability to recertify for CCME without requiring CASA on their record.

B. Cellebrite Certified Computer Examiner

The Cellebrite Certified Computer Examiner (CCCE) is Cellebrite's top computer forensic examiner core certification which certifies that computer device examiners have attained a level of mastery in the discipline of computer device forensic investigation methodology and digital forensic analysis as well as a high degree of proficiency with Cellebrite Inspector software and a high level of working and practical knowledge regarding Mac and Windows Operating System. CCCE certification indicates that an investigator is a skilled computer device examiner .

CCCE Program Entry

1. Cellebrite Certified Computer Examiner (CCCE) Program Prerequisite requirements are as follows:
 - a. Cellebrite Apple Forensic Fundamentals (CAFF) - Certificate of Completion
 - b. Cellebrite Apple Intermediate Forensics (CAIF) - Certificate of Completion
 - c. Cellebrite Apple Advanced Forensics (CAAF) - Certificate of Completion
2. Entry into Program:
 - a. Cellebrite reserves the right to determine entry requirements into the program.
 - b. Applicants failing to provide the required information on their application may not be approved for entry into the certification program
3. Certification Minimum Standards:
 - a. Cellebrite will publish the minimum standards required on the public website.
 - b. For the CCCE Program, applicants must:
 - i. To successfully complete the prerequisites, the candidate must have achieved a score of 80% or higher for each of the final exams for each course.
 - ii. The CCCE must be completed within 45 days of the enrollment date. A single, 15-day extension may be requested by candidates from within the CCCE Process in the LMS.

Failure to complete the CCCE within the initial 45-day period, or the 15-day extension shall be considered a failed attempt. Failed attempts will require the applicant to restart the certification process again by paying all applicable fees and reapplying.

CCCE Time Constraints

1. The following time constraints will apply to the CCCE Certification process. Failure to comply with the time constraints may result in dismissal from the CCCE process:
 - a. Time Limit for Practical Skills Assessment: Candidates shall have seven (7) days from the time they begin each practical skills assessment to answer all questions related to the extraction. Sufficient time has been allotted to this activity; therefore, a candidate's work or personal schedule is not an acceptable excuse for missing this deadline.
 - b. Device Extractions for the Practical Skills Assessment: Two device extractions shall be examined; one is a Windows device and the second is a Mac. The downloads shall be provided prior to the start of each 7-day time limit described above. Candidates are advised to download and decode the extractions prior to starting the practical skills assessment using the latest release of Inspector software. A candidate's failure to have licensed software and/or decode the extractions provided is not an acceptable excuse for a failed attempt.
 - c. Time Limit for the CCCE Certification Examination: Candidates shall have three (3) hours in a single seating for the CCCE Certification Examination. Sufficient time has been allotted to this activity in a single seating. Upon expiration of the 3-hour window, answered questions shall be automatically graded and unanswered questions shall count negatively in scoring the assessment.

CCCE Cellebrite Certification Process

The Cellebrite Training Capstone Certification process is comprised of practical exercises and a knowledge-based examination designed to measure the candidate's forensic skills and knowledge of specific concepts directly correlating to the competencies described for each certification.

A passing score of 80% or above must be achieved on both the Practical Skills Assessment and Cellebrite Certification Examination to obtain the appropriate certification.

Cellebrite will provide each successful certificant with a Cellebrite Certified certificate detailing the credentials earned.

1. Grading for the Practical Skills Assessment

For the CCCE, each of the practical skills assessments shall be graded separately. Candidates must achieve an average of 80% or higher between both practical skills assessments to advance to the knowledge examination for CCCE.

2. Grading for the Capstone Certification Examination

The knowledge assessment shall be graded automatically by the LMS. Candidates must achieve a score of 80% or higher to pass the Certification Examination.

Certification candidates engaged in any Cellebrite Certification Program are required to complete the practical exercise(s) and written examination(s) independently, without assistance. Candidates completing the certification program must acknowledge that they completed the certification process independently and that they agree to abide by the Cellebrite Training Code of Ethics and Professional Conduct.

Violation of these standards may result in dismissal from the program and revocation of any Cellebrite certification(s).

3. Failure of the Practical Skills Assessment

If a candidate scores less than the required 80% average on the Practical Skills Assessment, may re-test immediately for a total of 2 attempts for each practical assessment. A single second attempt at the Practical Skills Assessment does not incur any additional costs. If failure to achieve an average of 80% or higher in the Practical Skills Assessment on both attempts, the participant shall be considered unqualified to proceed to the Capstone Certification Examination.

4. Failure of the Certification Examination

If a candidate scores less than the required 80% on any of the Cellebrite Certification Examinations for CCCE or, they may re-test after a thirty (30) day waiting period. A single second attempt at the Certification Examination does not incur any additional costs. If failure to achieve a score of 80% or higher in the Certification Examination on both attempts, the participant shall be considered unqualified to proceed to the Cellebrite Certification.

Candidates who have become unqualified from failed attempts may begin the process again by reapplying and paying the applicable fees for the Certification Exam.

5. Requesting Review of Assessments & Examinations

Upon request, candidates who do not attain a score of 80% or higher may have the practical exercise(s) and/or written examination reviewed by a Certification assessor who will verify the scoring. The verified final score will be submitted to the Certification Manager for review and documentation.

Assessors may not discuss certification practical exercises or written examinations with anyone other than the Certification Manager or Committee members. All certification-related communication with candidates will be conducted and documented by the Certification Manager.

CCCE Recertification Requirements

The recertification requirements must be strictly adhered to for all Cellebrite Training Capstone Certifications.

1. **Timeline:** Recertification must be successfully completed within the second year (+730 days) following initial certification or recertification.

2. **Responsibility:** It is the certificant's responsibility to complete and submit a recertification request in the second year following the initial certification or recertification as instructed on the LMS.
3. **Continuing Professional Development:** The certificant must submit documentation verifying attendance at a minimum of 21 hours of continuing professional development related to mobile device or digital forensics from industry recognized organizations during the previous certification period. Acceptable training hours include IACIS, US Secret Service NCFI, other industry-leading digital forensic training vendors or an accredited college providing an official curriculum of training in digital forensics.

Certificants must provide legible copies of completed courses, training certificates, or other documentation at the time the recertification application is submitted. A certificate of completion or other documentation must reflect the date obtained, hours completed and a signature of the issuing authority. Substitute documentation will be assessed on a case- by-case basis.

- a. Classroom and online, on-demand or live courses.
- b. Active participation in SWGDE and other technical working group committees.
- c. Workshops and conferences, when documented by a certificate of attendance specifying the number of hours, subject(s) discussed, location, and issuing authority.
- d. Attendance of one advanced or expert level course offered by Cellebrite. These highly focused courses include CIP, CASA, CERT-F, CISP, CCOF, CAIF or CAAF; or
- e. Conducting a minimum of 21 hours of instruction in an approved digital forensic discipline.
- f. All hours must have been completed during the preceding certification period; and
- g. All applicable recertification fees must have been paid.

Fee Waiver:

Current Cellebrite Certified Instructors (CCI) may have recertification fees and training requirements waived by the Certification Manager. Instructors utilizing this method to recertify must complete the "Certification Training Hours Documentation Report" with all courses taught in the previous 24 months and signed by an approved member of management that can attest to the instructor's teaching schedule.

4. **Work Experience:** At the time of recertification, certificants must complete the following:
 - a. For the CCCE, have examined or supervised a minimum of three (3) computer devices during the previous certification period.
 - b. Certificants must affirm they have continued relevant work experience in mobile forensics which may include any of the following examples:

- i. Completing or supervising the completion of at least three (3) mobile, computer, or other digital forensic examinations.
 - ii. Teaching or providing education in the field of mobile forensics.
5. **Code of Ethics & Professional Conduct:** At the time of recertification, certificants must reaffirm their intention to uphold the Cellebrite Training Code of Ethics and Professional Conduct. The current version shall be available to certificants on the LMS.
6. **Submission Review:** The Certification Body will review documentation submitted by certificants to ensure the content of the training event falls within the scope of this policy and in accordance with recertification requirements. Additional information and/or documentation may be requested for verification, when needed. In those instances when training is denied, the certificant will be responsible to provide supporting details as to how the training pertains to the recertification in question.

C. Cellebrite Certified Recovery Specialist

The Cellebrite Certified Recovery Specialist (CCRS) is Cellebrite's top forensic examiner core certification which certifies that device examiners have attained a level of mastery in advanced evidence extraction, repair, and recovery on any device as well as a high degree of proficiency with Cellebrite Physical Analyzer software and a high level of working and practical knowledge regarding Cellebrite's UFED technology. CCRS certification indicates that an investigator is skilled in advanced device extractions and electronic repair.

CCRS Program Entry

1. Cellebrite Certified Recovery Specialist (CCRS) Prerequisite requirements are as follows:
 - a. Cellebrite Certified Operator (CCO) - Active Certification
 - b. Cellebrite In-System Programming (CISP) - Certificate of Completion
 - c. Cellebrite Chip-Off Forensics (CCOF) - Certificate of Completion
 - d. Cellebrite Evidence Repair Technician (CERT-F) - Certificate of Completion
2. Entry into Program:
 - a. Cellebrite reserves the right to determine entry requirements into the program.
 - b. Applicants failing to provide the required information on their application may not be approved for entry into the certification program
3. Certification Minimum Standards:
 - a. Cellebrite will publish the minimum standards required on the public website.
 - b. For the CCRS Program, applicants must:

- i. To successfully complete the prerequisites, the candidate must have achieved a score of 80% or higher for each course knowledge test and successfully complete the practical for each course.
- ii. The CCRS must be completed within 45 days of the enrollment date. A CCRS, 15-day extension may be requested by candidates from within the CCME Process in the LMS. Failure to complete the CCRS within the initial 45-day period, or the 15-day extension shall be considered a failed attempt. Failed attempts will require the applicant to restart the certification process again by paying all applicable fees and reapplying.

CCRS Time Constraints

1. The following time constraints will apply to the CCRS Certification process. Failure to comply with the time constraints may result in dismissal from the CCRS process:
 - a. Time Limit for Practical Skills Assessment: The Practical Skills Assessments shall be made available to candidates on the last day of their enrolled courses (CCOF, and Cert-F). Candidates should declare their intention of attempting the certification at the beginning of each course so that the appropriate materials and scheduling can be arranged for the candidate. Candidates shall have four (4) hours and two attempts to successfully complete the assigned practical skills assessment independently under the supervision of the instructor for each course.
 - b. Each course will encompass a different practical skill assessment, as follows:
 - CCOF: One device extraction shall be conducted which must have the memory chip removed and a complete physical image obtained. The candidate will be provided with a working unencrypted mobile device to conduct the extraction. The device will contain a common eMMC type chip and will not be a UFS or NAND (no embedded controller) type chip. The student can use one or any combination of the chip subtractions learned in the course. The student may use an adapter, flasher box or dead bug method to obtain the forensic image. To pass the assessment, the connection, and full physical extraction must be viewed by the instructor. The instructor is not permitted to assist the student during this practical assessment.
 - Cert-F: One device repair shall be conducted. The student will be provided with two identical mobile devices. One device will require some type of undisclosed repair. The other device will be fully functional and may be used for testing or component swapping. The student will utilize skills developed in the course to diagnose, troubleshoot, and repair the device to an acceptable level to affect an extraction using UFED technology. To pass the assessment, the repair must be examined and approved by the instructor. The instructor is not permitted to assist the student during this practical assessment.
 - c. Candidates shall have three (3) hours in a single seating for the CCRS Certification Examination. Sufficient time has been allotted to this activity in a single seating. Upon

expiration of the 3-hour window, answered questions shall be automatically graded and unanswered questions shall count negatively in scoring the assessment.

CCRS Cellebrite Certification Process

The Cellebrite Training Capstone Certification process is comprised of practical exercises and a knowledge-based examination designed to measure the candidate's forensic skills and knowledge of specific concepts directly correlating to the competencies described for each certification.

A passing score of 80% or above must be achieved on both the Practical Skills Assessment and Cellebrite Certification Examination to obtain the appropriate certification.

Cellebrite will provide each successful certificant with a Cellebrite Certified certificate detailing the credentials earned.

1. Grading for the Practical Skills Assessment

For the CCRS, each of the practical skills assessment are completed in class and graded separately. Candidates must successfully pass all three practical skills assessments individually for each class to advance to the CCRS knowledge examination.

2. Grading for the Capstone Certification Examination

The knowledge assessment shall be graded automatically by the LMS. Candidates must achieve a score of 80% or higher to pass the Certification Examination.

Certification candidates engaged in any Cellebrite Certification Program are required to complete the practical exercise(s) and written examination(s) independently, without assistance. Candidates completing the certification program must acknowledge that they completed the certification process independently and that they agree to abide by the Cellebrite Training Code of Ethics and Professional Conduct.

Violation of these standards may result in dismissal from the program and revocation of any Cellebrite certification(s).

3. Failure of the Practical Skills Assessment

If a candidate scores less than the required 80% average on the Practical Skills Assessment, may re-test immediately for a total of 2 attempts for each practical assessment. A single second attempt at the Practical Skills Assessment does not incur any additional costs. If failure to achieve an average of 80% or higher in the Practical Skills Assessment on both attempts, the participant shall be considered unqualified to proceed to the Capstone Certification Examination.

4. Failure of the Certification Examination

If a candidate scores less than the required 80% on any of the Cellebrite Certification Examinations for CCRS, they may re-test after a thirty (30) day waiting period. A single second attempt at the Certification Examination does not incur any additional costs. If failure to achieve a score of 80% or

higher in the Certification Examination on both attempts, the participant shall be considered unqualified to proceed to the Cellebrite Certification.

Candidates who have become unqualified from failed attempts may begin the process again by reapplying and paying the applicable fees for the Certification Exam.

5. Requesting Review of Assessments & Examinations

Upon request, candidates who do not attain a score of 80% or higher may have the practical exercise(s) and/or written examination reviewed by a Certification assessor who will verify the scoring. The verified final score will be submitted to the Certification Manager for review and documentation.

Assessors may not discuss certification practical exercises or written examinations with anyone other than the Certification Manager or Committee members. All certification-related communication with candidates will be conducted and documented by the Certification Manager.

CCRS Recertification Requirements

The recertification requirements must be strictly adhered to for all Cellebrite Training Capstone Certifications.

1. **Timeline:** Recertification must be successfully completed within the second year (+730 days) following initial certification or recertification.
2. **Responsibility:** It is the certificant's responsibility to complete and submit a recertification request in the second year following the initial certification or recertification as instructed on the LMS.
3. **Continuing Professional Development:** The certificant must submit documentation verifying attendance at a minimum of 21 hours of continuing professional development related to mobile device or digital forensics from industry recognized organizations during the previous certification period. Acceptable training hours include IACIS, US Secret Service NCFI, other industry-leading digital forensic training vendors or an accredited college providing an official curriculum of training in digital forensics.

Certificants must provide legible copies of completed courses, training certificates, or other documentation at the time the recertification application is submitted. A certificate of completion or other documentation must reflect the date obtained, hours completed and a signature of the issuing authority. Substitute documentation will be assessed on a case- by-case basis.

- a. Classroom and online, on-demand or live courses.
- b. Active participation in SWGDE and other technical working group committees.
- c. Workshops and conferences, when documented by a certificate of attendance specifying the number of hours, subject(s) discussed, location, and issuing authority.

- d. Attendance of one advanced or expert level course offered by Cellebrite. These highly focused courses include CIP, CASA, CERT-F, CISP, CCOF, CAIF or CAAF; or
- e. Conducting a minimum of 21 hours of instruction in an approved digital forensic discipline.
- f. All hours must have been completed during the preceding certification period; and
- g. All applicable recertification fees must have been paid.

Fee Waiver:

Current Cellebrite Certified Instructors (CCI) may have recertification fees and training requirements waived by the Certification Manager. Instructors utilizing this method to recertify must complete the "Certification Training Hours Documentation Report" with all courses taught in the previous 24 months and signed by an approved member of management that can attest to the instructor's teaching schedule.

4. Work Experience: At the time of recertification, certificants must complete the following:

- a. For the CCRS, have completed data recovery or repair on a minimum of three (3) devices during the previous certification period.

Certificants must affirm they have continued relevant work experience in mobile forensics which may include any of the following examples:

- i. Completing or supervising the completion of at least three (3) mobile, computer, or other digital forensic examinations.
- ii. Teaching or providing education in the field of mobile forensics.

5. Code of Ethics & Professional Conduct: At the time of recertification, certificants must reaffirm their intention to uphold the Cellebrite Training Code of Ethics and Professional Conduct. The current version shall be available to certificants on the LMS.

6. Submission Review: The Certification Body will review documentation submitted by certificants to ensure the content of the training event falls within the scope of this policy and in accordance with recertification requirements. Additional information and/or documentation may be requested for verification, when needed. In those instances when training is denied, the certificant will be responsible to provide supporting details as to how the training pertains to the recertification in question.