

<p><b>TTCN-3-CERTIFICATE</b></p> <p>Organisation and responsibilities</p>	<p><b>German Testing Board e.V.</b></p>
---	---

**1. In general**

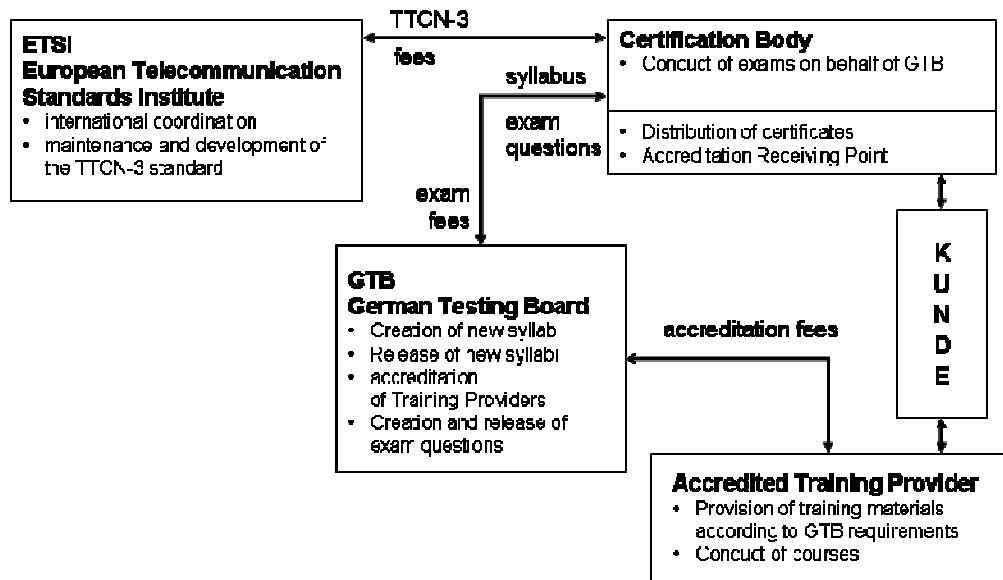
The TTCN-3 Certificate provides the owner with usable practical knowledge relating to the standardised TTCN-3 (Testing and Test Control Notation).

**2. Purpose of the document**

This document describes the organisation and responsibilities of the individual programme bodies of the **TTCN-3 CERTIFICATE**.

The bodies involved are:

- **European Telecommunication Standards Institute (ETSI)**
- **German Testing Board (GTB)**
- **GTB-accredited TRAINING PROVIDERS**
- **CERTIFICATION BODY/BODIES**



Copyrights (©) relating to the described<sup>1</sup> document rest with the authors: Horst Pohlmann and Ina Schieferdecker. The rights are transferred to the German Testing Board e.V.

<sup>1</sup> The document, including all of its parts, is protected by copyright. The document's utilisation, (where this is not explicitly permitted by copyright laws), is only allowed with the permission of the copyright owners. This applies in particular to copying, processing, micro-filming, translation, storage and processing in electronic systems and making the document publicly available.

### 3. European Telecommunication Standards Institute

#### 3.1. Responsibility and role

- international coordination of the **TTCN-3-CERTIFICATE**
- maintenance and development of the TTCN-3 standard

#### 3.2. Staffing structure

- TTCN-3-experts belonging to the ETSI MTS (Technical Committee for Methods for Testing and Specification), comprising experts from industry, research and associations.

#### 3.3. Finance

- ETSI receives a part of the fees for each exam performed.
- The members of the ETSI MTS work on an honorary basis.

### 4. German Testing Board (GTB)

#### 4.1. Responsibilities

- Creation and maintenance of the syllabus
- Creation and maintenance of the exams
- Creation and maintenance of generally applicable accreditation guidelines for the ACCREDITATION of TRAINING PROVIDERS.
- Responsible for the content-related ACCREDITATION of TRAINING PROVIDERS according to the GTB accreditation procedure.
- Responsible for the renewals of the ACCREDITATION of TRAINING PROVIDERS (re-accreditation)
- Responsible for the creation and release of exam questions for every exam.
- Contact point for the content-related questions of interested persons and course participants.

#### 4.2 Staffing structure

- Experts in TTCN-3 and in software and system testing, comprising experts from industry, consulting and training organisations, research and other organisations or associations.

#### 4.3. Finance

- The GTB receives accreditation fees from the TRAINING PROVIDERS.
- The members of the GTB work on an honorary basis.
- The GTB receives a part of the exam fees from the CERTIFICATION BODY.

### 5. Accredited Training Provider

#### 5.1. Accreditation

- The ACCREDITATION is issued exclusively by the GTB according to the released **TTCN-3-CERTIFICATE** syllabus.
- TRAINING PROVIDERS from various countries can be accredited. The ACCREDITATION is valid world-wide for the submitted training material and courses in the same language.

#### 5.2. Training Provider responsibilities

- Submission of training materials according to the GTB requirements catalogue.
- Advertising and marketing of courses
- Receipt of applications for courses (exam participation also possible without course attendance).
- Receipt of applications for exams which follow the course.
- Performing courses

**Organisation and responsibilities**

- Supply of data to the Certification Body relating to those exam participants who take the exam following the course.
- Supply of rooms for exams which follow the training.

**5.3. Finance**

- TRAINING PROVIDERS pay accreditation fees to the GTB.
- TRAINING PROVIDERS are responsible for setting course fees.
- Exam fees are payable by exam participants to the CERTIFICATION BODY.

**6. Certification Body/Bodies)****6.1. Responsibilities**

- Responsible for the organisational and administrative procedures of the **TTCN-3-CERTIFICATE** programme, in agreement with the GTB.
- Performing general advertising in coordination with the GTB and the TRAINING PROVIDERS
- Organisation and execution of the exams using the exam papers supplied by the GTB.
- Marking of the exams according to the GTB guidelines.
- Decision regarding the award of the certificate.
- Administration of the required personal and examination data.
- Establishing the means by which certificates can be made known.
- Receiving point for the TRAINING PROVIDER'S accreditation materials on behalf of the GTB.

The Certification Body shall make NO statements on its web-site, in materials or publications etc. which could lead to the impression that the **TTCN-3-CERTIFICATE** is part of the Certified Tester Scheme of the International Software Testing Qualifications Board, or that it represents a competing scheme to the Certified Tester Scheme of the International Software Testing Qualifications Board.

**6.2. Finance**

- The CERTIFICATION BODY is responsible for setting the exam fees.
- The CERTIFICATION BODY pays a part of the exam fees to the ETSI.
- The CERTIFICATION BODY pays a part of the exam fees to the GTB.

**7. Applicable documents**

The following documents will be published on the GTB home page.:

- GTB e.V. rules
- **TTCN-3-CERTIFICATE** syllabus
- Exam procedure for the **TTCN-3-CERTIFICATE**

**8. Informative documents**

- DIN EN ISO/IEC 17024:2003, General requirements for bodies operating certification systems of persons
- IAF-Guidelines for applying ISO/IEC 17024:2003
- Evaluation protocol of the Certification Body for persons, according to ISO 17 024 and the TGA management Handbook: Issue 5, Publication date of this protocol: 29. April 2003

**8. Terms**

**ACCREDITATION (of a TRAINING PROVIDER):** The stating and certifying that the TRAINING PROVIDER fulfils the organisational, content-related and quality-related pre-conditions for performing courses and training measures in conformance with the applicable qualification level.

**TTCN-3-CERTIFICATE:** Standardised certification programme for training and CERTIFYING TTCN-3 testers.

**GERMAN TESTING BOARD E.V. (GTB):** Holder of the CERTIFIED TTCN-3 TESTER certification programme.

**PC-BASED EXAM / PC-SUPPORTED ON-LINE EXAM PROCEDURE:** An EXAM which is conducted with computer support, but for the purpose of checking attendance is exclusively performed in the licensed exam centres of the CERTIFICATION BODY. In this case the CERTIFICATION BODY ensures that suitable IT infrastructure, including examination software, is available for performing an attendance check in an examination centre.

**EXAM:** Method or procedure for evaluating a person's abilities and knowledge in a particular specialist field. The exam can be conducted in written and/or oral form. Exams can be performed conventionally in paper-based form or as PC-BASED EXAM / PC-SUPPORTED ON-LINE EXAM PROCEDURE.

**RE-ACCREDITATION (of a TRAINING PROVIDER):** The stating and certifying that after a time period set by the GTB, that an already accredited TRAINING PROVIDER still fulfils the organisational, content-related and quality-related pre-conditions for performing courses in conformance with the applicable qualification level.

**TRAINING PROVIDER:** Company which offers courses which conform to the predefined GTB syllabus and is accredited by the GTB.

**CERTIFICATION (OF A PERSON):** The stating and certifying that a person has successfully passed the exam for a particular qualification level.

**CERTIFICATION SERVICES:** the services provided by the CERTIFICATION BODY as regulated in Ziff. 5 in this contract.

**CERTIFICATION PROGRAMME:** see TTCN-3-CERTIFICATE

**CERTIFICATION BODY:** Company which organises, performs and accepts exams in the context of the TTCN-3-Certificate model and which conform to an exam scheme pre-defined by GTB. The company performs the CERTIFICATION of exam participants and is recognised or tasked by the GTB. The CERTIFICATION BODY guarantees that it's processes conform to the international standard DIN EN ISO/IEC 17024:2003 "General requirements for bodies operating certification systems of persons".

**TTCN-3-CERTIFICATE**

Organisation and responsibilities

**German  
Testing  
Board  
e.V.**

**Berlin, .....**

**German Testing Board e.V.**

**Certification Body:**

\_\_\_\_\_  
(Signature GTB)

\_\_\_\_\_  
(Signature CERTIFICATION BODY)

Tilo Linz, Horst Pohlmann

Stephan Goericke

\_\_\_\_\_  
(Signing person's name in block capitals)

\_\_\_\_\_  
(Signing person's name in block capitals)

Chairman of the German Testing Board

Managing Director iSQI

\_\_\_\_\_  
(Signing person's function in block capitals)

\_\_\_\_\_  
(Signing person's function in block capitals)