

# Constitution of the International Software Testing Qualifications Board (ISTQB)

V1.1

17th September 2003

## § 1 Objectives

The ISTQB was officially founded as an International Testing Qualifications Board in Edinburgh in November 2002.

The ISTQB is responsible for the “ISTQB Certified Tester”, which is an international qualification scheme. Qualifications in the scheme are based on a syllabus, and there shall be a hierarchy of qualifications and guidelines for accreditation and examination.

It is the ISTQB’s role to support a single, universally accepted, international qualification scheme, aimed at software and system testing professionals, by providing the core syllabi and by setting guidelines for accreditation and examination for national boards.

The contents of each syllabus are taught as courses by training providers, which have been accredited under the auspices of national boards. They are globally marketed under the brand name “ISTQB Certified Tester”.

Each course is concluded by an examination covering the contents of the syllabus. After the examination, each successful participant receives the “ISTQB Certified Tester” certificate (or the local derivate with the added ‘ISTQB-compliant’ logo).

The accreditation process and certification are regulated by accreditation and certification regulations of the national boards in their various valid versions following the ISTQB rules and guidelines.

## § 2 Tasks

The ISTQB has the following tasks:

- Ensuring professional quality and topicality of the scheme
- Generation and definition of an international core syllabus for every qualification of the above scheme
- Definition and maintenance of examination structure and regulations
- Definition and maintenance of accreditation guidelines
- Definition and maintenance of certification guidelines
- Definition and maintenance of the “ideal” pass rate
- Monitoring compliance of the national boards to ISTQB procedures and guidelines
- Admission and expulsion of national boards into and from ISTQB

## § 3 Membership of the ISTQB

- a) The initial members of the ISTQB are the national testing boards of Austria, Denmark, Finland, Germany, Sweden, Switzerland, The Netherlands and the UK.
- b) All prospective national boards wishing to be admitted to the ISTQB as new members must apply in writing to the ISTQB. The ISTQB shall examine the request and decide on their acceptance, or not, by a majority of two-thirds of all present board members.

- c) Each national board shall appoint one representative to the ISTQB. It shall be allowable for a national board to nominate a deputy from their board in place of their representative on a temporary basis (for instance, when a representative cannot attend a meeting due to illness). The President of the ISTQB must be informed in advance of the nomination of a deputy. Representative membership expires when a board is expelled from the ISTQB.
- d) For the admission of new boards, the ISTQB applies the following criteria:
- i. Just one board per country.
  - ii. Full recognition of the ISTQB's constitution, body of rules and regulations by the national board. Signing of a corresponding agreement including any relevant non-disclosure agreements.
  - iii. Suitability of the board members and their supporting organization, where appropriate, for the implementation of the ISTQB scheme in their national market. The board may not be dominated by a single company.
- e) In justified cases the ISTQB reserves the right to expel a national board. Such cases include:
- Enduring non-activity
  - Deliberate violation of rules of procedure, goals and the spirit of the ISTQB
  - Violation of any non-disclosure agreements
  - Violation of regulations and guidelines (e.g. deviation from the syllabus, examination regulations, accreditation guidelines, etc.)
  - Support of a competing scheme
- f) The national boards and their representatives on the ISTQB are published on the website of the ISTQB at [www.istqb.org](http://www.istqb.org).

#### **§ 4 Structure of the ISTQB board**

In order to distribute the work that needs to be done by the ISTQB, the board shall comprise:

- a. President  
The board elects a president from its own ranks. The president represents the board, and is the first point of contact for outside organizations. The president chairs meetings of the ISTQB. The standard term of office is two years. Re-election is possible.
- b. Vice President  
The board elects a vice president from its own ranks. The vice president deputizes for the president when necessary. The standard term of office is two years. Re-election is possible.
- c. Working Parties  
The board may form temporary or permanent working parties. Each working party is led by a chair appointed by the ISTQB. The chair has to be a member of a national board. The chair ensures that the working party achieves its goals and reports back to the ISTQB on the progress of the working party. The chair recommends the members of the working party to the ISTQB for their approval. These working party members do not have to be members of a national board. Working parties make recommendations to the ISTQB, which has the final say on all decisions.

#### **§ 5 Meetings and voting**

The president invites national board representatives to meetings via e-mail by announcing the location and agenda, at least 6 weeks in advance. The president may admit non-voting guests to attend for various items on the agenda.

Only national board representatives (or their officially nominated deputies) that are present are allowed to cast their vote at meetings.

The meeting constitutes a quorum if at least four national board representatives (or their deputies) are present.

Constitutionally related resolutions must achieve a two-thirds majority, while all other resolutions are decided by a majority.

Decisions may also be made via e-mail, in cases where a decision has to be reached quickly or it is not possible to achieve a quorum at a meeting, but at least four national board representatives (or their deputies) must take part in the vote.

#### **§ 6 Cooperation with other Organizations**

The European Organisation for Quality – Software Group (EOQ-SG) is the legal entity acting as the umbrella organization for the ISTQB. It will not interfere in decisions of the ISTQB.

#### **§ 7 The Syllabus**

All members of the ISTQB shall commit themselves to using the completely compliant ISTQB syllabus. Limited extra material shall be allowed – the extent of this extra material shall be defined in the syllabus.

All ISTQB syllabus material shall be openly available.

#### **§ 8 Funding**

All members of the ISTQB shall fund their representative to the ISTQB themselves.

Members and their representatives shall not be remunerated by the ISTQB.