



**FREEMAN, CRAFT, MCGREGOR GROUP**

# How to Create Transparency in System Certification

National Conference on State Certification  
Testing of Voting Systems  
June 20-21, 2013  
Harrisburg, Pennsylvania

# Open Voting System Testing to the Public –

Talk with your attorney.

Notify known stakeholders and interested citizens.

Provide a venue that will allow observers to see the testing activities, hear test team discussions and provide for separation of observers from the test team and the equipment under test. Computer display projectors are highly recommended.

Provide copies of the test plan.

Video record the proceedings.

Set ground rules for attendees.

Enforce the rules. Using security personnel if necessary.

# Open Voting System Testing to the Public –

Begin with an introductory discussion for your audience. Talk about the purpose of today's events, what they should expect to see.

Introduce the test team and vendor representatives.

Ask the audience to introduce themselves for the record.

Take time as you move through the test to explain what you are doing or where you are on the test plan.

As anomalies occur, discuss them.

At appropriate points or at the end of the day, tell them what they have seen.

# Create transparent windows to test records–

Write excellent executive summaries.

The report should describe each test conducted, results and how the results compare to expected results.

Provide a document that describes requirements, traceability to the test used to determine if the requirements are met and the outcome of the tests. (Requirements traceability matrix)

Provide all test documents indexed and cross referenced to the traceability matrix or the test descriptions in the report.

If video records are kept provided all but also prepare an extract of footage that is material to the conclusions in the report and properly indexed to the conclusions.



# Contact Information

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