### IEEE digital forensics maturity documentation

1. Level 0: Personal-Depend Practices: All forensics practices are performed but not documented. There is no formal plan in place, and capabilities vary depending on who is available and what is required to be performed. There is no method for grading capabilities or checks and balances put in place to ensure the quality of the work. If a specialist leaves the organization, so do the forensics capabilities.
2. Level 1: Documented Process: Documentation has been developed and approved that outlines the digital forensic process. This is good, but the document explaining the policies for the practice isn’t adjusted often, which means it does not accurately match what services are really being delivered. This is termed process drift, which describes how the forensic team adapted its services that are different from the original documentation. Also at this level, there is very limited validation to what is documented versus what is being delivered, so there are limited checks and balances.
3. Level 2: Partial Deployment: At this level, the activities that are documented are being deployed. The challenge is that the activities may not be deployed as stated, so some steps may not be documented or all steps may not always be executed. There are also challenges identifying who delivered the steps in the process, fluctuation of what is delivered depending on time of day, location of work, and so on.
4. Level 3: Full Deployment: This level demonstrates consistency between what is deployed and what is documented. The processes that are being delivered are repeatable and provide the same value regardless of location, time of day, and so on. Interaction between teams is seamless, and there is linkage between functions and processes.
5. Level 4: Measured and Automated: It is great to run an effective forensic practice, but we opened this section by stating how important it is to improve. This level of maturity means you set goals with timelines, grade yourself with customer satisfaction, measure costs to accomplish goals, and so on. Many times, goals at this level are created though resource management software.
6. Level 5: Continuously Improving: The most mature level is going beyond measuring your maturity against a static goal. This means ensuring the grading process is also improving. You can accomplish this by viewing the results of surveys and applying changes to the goal as the results show methods to improve. For example, if you find a certain tool has saved operation cost, then maybe you need to change a goal to leverage the tool more as a means to show maturity. If the tool is causing issues, part of a new goal could be to replace or reduce the need for the tool that is negatively impacting your forensic service. Think of this as a more customized and constantly changing grading scale versus the last level that is more static in goal setting.