První certifikační autorita, s.r.o.



Certificate Policy

for Issuing Qualified Mandate Certificates

According to the Legislation of the Slovak Republic

(RSA Algorithm)

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Version 1.006

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Table 1 – Document history

Version	Date of Release	Approved by	Comments
1.00	15 October 2022	Ing. Ctirad Fischer, Managing Director of První certifikační autorita, s.r.o.	First release.

1.001	29 November 2923	Ing. Ctirad Fischer, Managing Director of První certifikační autorita, s.r.o.	Way of individual identity authentication extended.
1.002	22 June 2024	Ing. Ctirad Fischer, Managing Director of První certifikační autorita, s.r.o.	List of referenced standards updated. Clarifying the presence of Mandatary part attributes in the subject field and adding the directoryName attribute in the subjectAlternativeName extension of the certificate.
1.003	26 August 2024	Ing. Ctirad Fischer, Managing Director of První certifikační autorita, s.r.o.	List of referenced standards updated, requirements of ETSI TS 119 411-6 taken into account.
1.004	1 April 2025	Ing. Ctirad Fischer, Managing Director of První certifikační autorita, s.r.o.	Certificate profile modified – attribute directoryName.role added.
1.005	1 June 2025	Ing. Ctirad Fischer, Managing Director of První certifikační autorita, s.r.o.	Certificate profile modified in accordance with legislation of the Slovak Republic.
1.006	16 August 2025	Ing. Ctirad Fischer, Managing Director of První certifikační autorita, s.r.o.	Certificate profile refinement. Updates related to S/MIME BR.

1 INTRODUCTION

První certifikační autorita, s.r.o., (also as I.CA SK) is the subsidiary company of První certifikační autorita, a.s., (also as I.CA) and I.CA is one hundred percent owner of I.CA SK. I.CA SK is the qualified service provider and I.CA on the basis of contractual relationship ensures:

- Complete technical infrastructure necessary to ensure providing qualified trust services by I.CA SK;
- Creation and management of documentation related to trust services provided by I.CA SK;
- Management of lists related to trust services provided by I.CA SK (list of issued certificates, CRLs),
- Operation of the on-line revocation/status checking service (OCSP) of the certificates issued by I.CA SK;
- Permanent cooperation in the provision of trust service;
- Methodological assistance.

I.CA SK operation is governed by internal and external documents (policies, directives) of I.CA unless otherwise stated.

This document determines the principles applied by I.CA SK, the qualified provider of trust services, in providing qualified trust service of issuing qualified mandate certificates according to the legislation of the Slovak Republic (also as the Service or the Certificate). More detailed information concerning specific mandate is contained in the document “Podmínky pro přidělení mandátu Mandanta” / “Conditions for granting the mandate of the Mandator” (also as Conditions). The RSA algorithm is used for the Service provided under this certificate policy (also as the CP).

The statutory requirements in respect of the Service are defined in:

- Regulation (EU) no 910/2014 of the European Parliament and of the Council on electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC, as amended;
- Act of the Slovak Republic No. 272/2016 Coll., on Trust Services for Electronic Transactions in the Internal Market and on granting Amendment and Supplementing of certain Acts (Trust Services Act);
- Legislation concerning personal data protection in compliance with Regulation (EU) no 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

The Service is provided to all end users on the basis of a contract. I.CA SK imposes no restrictions on potential end users, and the provision of the Service is non-discriminatory and the Service is also available to the disabled.

Note: Any reference to technical standard, norm or legislation is always a reference to that technical standard, norm or legislation or to replacing technical standard, norm or legislation. If this document is in conflict with any technical standard, norm or legislation that replaces the current technical standard, norm or legislation, a new version will be released.

1.1 Overview

The document **Certificate Policy for Issuing Qualified Mandate Certificates According to the Legislation of the Slovak Republic (RSA Algorithm)** prepared by I.CA on behalf of I.CA SK deals with the issues related to life cycle processes of Certificates and follows a structure matching the scheme of valid RFC 3647 standard while taking account of valid technical and other standards and norms of the European Union and the laws of the Slovak Republic pertinent to this sphere (therefore, each chapter is preserved in his document even if it is irrelevant to this sphere). The document is divided into nine basic chapters and these are briefly introduced in the following list:

- Chapter 1 identifies this document with the allocated unique identifier, generally describes the entities and individuals taking part in the provision of this Service, and defines the acceptable use of the Certificates available to be issued;
- Chapter 2 deals with the responsibility for the publication and information or documents;
- Chapter 3 describes the processes of identification and authentication of an applicant for the issuance or revocation of a Certificate, and defines the types and contents of the names used in Certificates;
- Chapter 4 defines life cycle processes of Certificates, i.e., Certificate issuance application, the issuance of the Certificate, Certificate revocation request, the revocation of the Certificate, the services related to checking of Certificate status, termination of the provision of the Service, etc.;
- Chapter 5 covers physical, procedural and personal security, including the definition of the set of events subject to logging, the keeping of these records and responses to emergency and compromising situations;
- Chapter 6 focuses on the technical security of the type of generating public and private keys, protection of private keys, including the computer and network protection;
- Chapter 7 defines the profile of issued Certificates and CRL;
- Chapter 8 focuses on assessing the Service delivered;
- Chapter 9 deals with commercial and legal aspects.

More detail on the fulfillment of fields and extensions of Certificates issued under this CP and on Certificate administration may be included in the relevant certification practice statement (also as the CPS).

Note: This is English translation of CP; Czech version always takes precedence. I.CA SK attests that the translation is not materially different to the original.

1.2 Document name and identification

Document's title:	Certificate Policy for Issuing Qualified Mandate Certificates According to the Legislation of the Slovak Republic (RSA Algorithm), version 1.006
Policy OID:	1.3.6.1.4.1.23624.10.1.192.1.0

1.3 PKI Participants

1.3.1 Certification authorities

The root certification authority of První certifikační autorita, a.s., issued a certificate to a subordinate certification authority (also as the Authority) operated by I.CA on behalf of I.CA SK, in a two-tier certification authority structure, in accordance with relevant legislation and technical and other standards. This Authority issues Certificates under this CP and certificates for its own OCSP responder.

1.3.2 Registration authorities

The Service is provided through registration authorities (stationary or mobile), which are either public (providing services for the general public) or client (providing services for their customers). These registration authorities:

- Accept applications for the services listed in this CP (Certificate issuance applications, in particular), arrange the handover of Certificates and certificate revocation lists, provide required information, handle complaints, etc.;
- Are authorized, for urgent operational or technical reasons, to suspend, in whole or in part, the performance of their activities;
- Are authorized to conclude Service contracts on behalf of I.CA SK;
- Are authorized to charge for the I.CA SK services provided through RA unless otherwise agreed in a contract
- If contracted RA, exercise similar duties and responsibilities on behalf of I.CA SK as the RA proper, under a written contract concluded between I.CA SK and the operator of the contracted RA.

1.3.3 Subscribers

Subscriber of a Certificate and therefore also a QSCD holder may be a natural person (mandatary) who is entitled by law or on the basis of the law to act on behalf of any other person or public authority, or the person who operates on the basis of special regulation or acts on the basis of special regulation and to whom the Certificate was issued.

1.3.4 Relying parties

Any entity relying in their operations on the Certificates issued under this CP is a relying party.

1.3.5 Other participants

Other participating parties are investigative, prosecuting and adjudicating bodies, supervisory bodies and other bodies recognized as such by trust services legislation.

1.4 Certificate usage

1.4.1 Appropriate certificate uses

Certificates issued under this CP may only be used in electronic signature verification processes in accordance with trust services legislation.

1.4.2 Prohibited certificate uses

Certificates issued under this CP may not be used contrary to the acceptable use described in 1.4.1 or contrary to law.

1.5 Policy administration

1.5.1 Organization administering the document

This CP is administered by I.CA SK, corresponding CPS is administered by I.CA SK.

1.5.2 Contact person

The contact person in respect of this CP and its CPS is the managing director of I.CA SK. The contact information given in chapter 2.2 applies.

The e-mail address certproblem@ica.cz is monitored continuously 24x7 and is intended to report problems with the Certificate, i.e. suspicion of key compromise or misuse of the Certificate.

1.5.3 Person determining CPS suitability for the policy

CEO of I.CA and managing director of I.CA SK are jointly responsible for making decisions about compliance of the procedures of I.CA or I.CA SK as set out in CPS with this CP.

1.5.4 CPS approval procedures

If it is necessary to make changes to a CPS to create a new version thereof, the CEO of I.CA appoints a person authorized to perform such changes. No new CPS version may take force unless it has been approved by CEO of I.CA.

1.6 Definitions and acronyms

Table 2 – Definitions

Term	Explanation
Classified Information Protection Act	the Czech Republic's Act No. 412/2005 Coll., regulating classified information protection and security competence, as amended
contracting partner	provider of services contracted by I.CA for certification services or parts thereof – usually, it is a contracted RA
electronic document	digitally encoded document, stored on physical medium, transferred or processed by technical means, in electronic, magnetic or optical form
electronic seal	advanced electronic seal or qualified electronic seal under trust services legislation
electronic signature	qualified electronic signature under trust services legislation
hash function	transformation which receives, as an input, a string of characters of arbitrary length, and the result is a string of characters of fixed length (hash)
key pair	private key and corresponding public key
Labour Code	the Czech Republic's Act No. 262/2006 Coll., Labour Code, as amended
mandator	person or public authority on behalf of who or which the mandatary acts
mandatary	natural person authorized by law to act on behalf of any other person or public authority, or person performing the activity or function according to a special regulation
mandate	confirmation of the right to act for or on behalf of any other person or public authority
mandate certificate	qualified certificate for electronic signature issued to the person who is authorized by law or in accordance with law to act for or on behalf of any other person or public authority, or who or which performs the activity or function according to a special regulation
OCSP responder	server using the OCSP protocol to provide data on public key certificate status
private key	unique data to create electronic signature / seal
public key	unique data to verify electronic signature / seal
qualified certificate for electronic signature or for electronic seal	certificate defined by trust services legislation
qualified signature / seal creation device	device meeting the requirements of eIDAS, annex II, intended for electronic signature / seal creation
relying party	party relying on a certificate in its operations

root CA	certification authority which issues certificates to subordinate certification authorities
secure cryptographic device	device on which the private key is stored
softcard	software emulation of smartcard for access to private key stored in HSM
subordinate CA	CA issuing certificates to end users
supervisory body	the body supervising qualified trust services providers
trust service / qualified trust service	trust service / qualified trust service defined by eIDAS
trust services legislation	current legislation on trust services
two-factor authentication	authentication employing two of three factors – I know something (the password), I have something (a smartcard or a hardware token) or I am something (fingerprint, retina or iris reading)
written contract	text of the contract in electronic or paper form

Table 3 – Acronyms

Acronym	Explanation
ARC	Alarm Receiving Centre
ASCII	American Standard Code for Information Interchange, table containing binary codes of English alphabets, numbers and other common symbols
BIH	Bureau International de l'Heure – The International Time Bureau
bit	from English binary digit – a binary system digit – the fundamental and the smallest unit of information in digital technologies
CA	certification authority
CEN	European Committee for Standardization, an association of national standardization bodies
CEO	Chief Executive Officer
COO	Chief Operating Officer
CP	certificate policy
CPS	certification practice statement
CR	Czech Republic
CRL	Certificate Revocation List – the list of revoked certificates, which are not held as valid any longer
ČSN	Czech Technical Norm
DER, PEM	methods of certificate encoding (certificate formats)
eIDAS	REGULATION (EU) no 910/2014 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 23 July 2014 on electronic identification and

	trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC, as amended
EN	European Standard, a type of ETSI standard
ESI	Electronic Signatures and Infrastructures
ETSI	European Telecommunications Standards Institute, a European standardization institute for information and communication technologies
EU	European Union
FAS	Fire Alarm System
FIPS	Federal Information Processing Standard, standards for information technologies for U.S. non-military state organizations
GDPR	Global Data Protection Regulation, REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)
html	Hypertext Markup Language, markup language for creating hypertext documents
http	Hypertext Transfer Protocol, protocol for exchanging html documents
https	Hypertext Transfer Protocol, protocol for secure exchanging of html documents
I.CA	První certifikační autorita, a.s.
I.CA SK	První certifikační autorita, s.r.o.
IAS	Intrusion Alarm System
IEC	International Electrotechnical Commission, the global organization publishing standards for electrical and electronic engineering, communication technologies and related industries
IPS	Intrusion Prevention System
ISMS	Information Security Management System
ISO	International Organization for Standardization, an international organization of national standardization organizations; designation of standards
IT	Information Technology
ITU	International Telecommunication Union
ITU-T	Telecommunication Standardization Sector of ITU
MPSV	Ministry of Labor and Social Affairs of the Czech Republic
MTRP	Microsoft Trusted Root Program
NBÚ SR	National Security Authority of the Slovak Republic
NTR	National Trade Register
OCSP	Online Certificate Status Protocol, the protocol to identify public key certificate status

OID	Object Identifier
OSVČ	self-employed person
PDCA	Plan-Do-Check-Act, Deming cycle, management method for control and continuous improvement
PDS	PKI Disclosure Statement
PKCS	Public Key Cryptography Standards, designation for a group of standards for public key cryptography
PKI	Public Key Infrastructure
PTC	Publicly-Trusted Certificate
PUB	Publication, FIPS standard designation
QSCD	Qualified Electronic Signature/Seal Creation Device (defined by eIDAS)
RA	registration authority
RFC	Request for Comments, designation for a range of standards and other documents describing web protocols, systems, etc.
RSA	signing and encrypting public key cipher (acronym from the names of the original authors - Rivest, Shamir and Adleman)
S/MIME BR	CA/Browser Forum document „Baseline Requirements for the Issuance and Management of Publicly-Trusted S/MIME Certificates"
sha, SHA	type of hash function
STN	Slovak Technical Norm
TS	Technical Specification, type of ETSI standard
TSA	Time-Stamping Authority
TSS	Time-Stamp Server
TSU	Time-Stamp Unit
UPS	Uninterruptible Power Supply/Source
URI	Uniform Resource Identifier, defined-structure text string for accurate specification of a source of information
UTC	Coordinated Universal Time, the standard adopted on 1 January 1972 for the global coordinated time – Bureau International de l'Heure (BIH) plays the role of the 'official keeper' of the atomic time for the whole world
ZOOÚ	current personal data protection legislation

2 PUBLICATION AND REPOSITORY RESPONSIBILITIES

2.1 Repositories

I.CA SK sets up and operates repositories of both public and non-public information.

2.2 Publication of certification information

The basic addresses (also as the Information Addresses) for obtaining public information about I.CA SK and references where to find other pieces of information are as follows:

- Registered office:

  První certifikační autorita, s.r.o.

  Galvaniho 19045/19

  821 04 Bratislava – mestská časť Ružinov

  Slovenská republika
- Website: http://www.ica.cz;
- Registered offices of the registration authorities.

Electronic address for contact between general public and I.CA is info@ica.cz.

The aforesaid website provides information about:

- Certificates of certification authorities and time-stamping authorities;
- Public certificates – the following information is published (and more information can be obtained from the certificate):
  - Certificate number;
  - Content of commonName;
  - Valid from date (specifying the hour, minute and second);
  - Link to where the certificate can be obtained in the specified format (DER, PEM, TXT);
- Certificate revocation list (CRL) – the following information is published (and more information can be obtained from the CRL):
  - Date of CRL release;
  - CRL number;
  - Link to where the CRL can be obtained in the specified format (DER, PEM, TXT);
- Certification and other policies, practice statements and other public information.

Http and https are the permitted protocols for access to public information. I.CA SK may terminate or suspend access to some information without cause.

Any revocation of certification authority's certificate because of suspected or actual compromise of a given private key will be announced by I.CA or I.CA SK on its web Information

Address and in Hospodářské noviny or Mladá fronta Dnes and Hospodárske noviny or Sme, daily newspapers with national distribution.

The certification authority that issues the Certificates meets the requirements of the current "CA/Browser Forum - Baseline Requirements for the Issuance and Management of Publicly-Trusted S/MIME Certificates", which is published on http://www.cabforum.org. If this CP and the S/MIME BR are in conflict, the S/MIME BR prevail.

2.3 Time or frequency of publication

I.CA SK publishes information as follows:

- Certificate policy – after a new version is approved and issued, update depends on changes in normative requirements for issued Certificates, revision is carried out at least once a year;
- Certification practice statement – immediately;
- List of the certificates issued – updated immediately after issuing a new certificate to be published;
- Certificate revocation list (CRL) – see 4.9.7;
- Information about certification authority's certificate revocation with the reason of revocation – immediately;
- Other public information – no specific time limit, the general rule is that this information must correspond to the current state of the services provided.

2.4 Access controls on repositories

All public information is made available by I.CA SK free of charge without any restrictions.

Non-public information is available only to authorized employees of I.CA or I.CA SK or the parties specified by the relevant legislation. Access to such information is governed by the rules defined in internal documentation of I.CA.

3 IDENTIFICATION AND AUTHENTICATION

3.1 Naming

3.1.1 Types of names

All names are construed in accordance with valid technical and other standards.

3.1.2 Need for names to be meaningful

For a Certificate to be issued, all names which can be validated given in the field subject must carry a meaning. See chapter 7 for the attributes supported for this field.

3.1.3 Anonymity or pseudonymity of subscribers

The Certificates issued under this CP do not support neither anonymity nor pseudonymity.

3.1.4 Rules for interpreting various name forms

The data specified in a Certificate application (format PKCS#10) are transferred to subject field or subjectAlternativeName extension of the Certificate in the form they are specified in the application.

3.1.5 Uniqueness of names

The Authority guarantees that the subject field in a Certificate of specific subscriber is unique.

3.1.6 Recognition, authentication, and role of trademarks

Any Certificate issued under this CP may only contain a trademark with evidenced ownership or license. The Certificate's subscriber bears any consequence resulting from unauthorized use of a trademark.

3.2 Initial identity validation

The entities authorized to apply for a Certificate are listed in 4.1.1. The following chapters specify the rules for the initial validation of the identity of these entities.

3.2.1 Method to prove possession of private key

The ownership of the private key matching the public key in the Certificate application must be proved by submitting the application in the PKCS#10 format. The application is electronically signed with this private key whereby the subscriber provides evidence that he is the owner of the private key when the electronic signature is created.

3.2.2 Authentication of organization identity

The following must be submitted to authenticate the identity of a legal entity or a government authority (also as the Organization):

- Original or certified copy of the entry in the Commercial Register or in another register specified by law regulation, of a trade license, of a deed of incorporation, or of another document of the same legal force; or
- Printed extract from public registers to be submitted by the applicant or prepared by the RA operator.

This document must contain full business name, identification data (if any), registered office, the name(s) of the person(s) authorized to act on behalf of the legal entity (authorized representatives). Identification data may be NTR (organization's ID).

3.2.3 Authentication of individual identity

This chapter describes the identity authentication procedure of the person applying for the Certificate (the Certificate subscriber). Identity authentication can take place in the following ways:

- In person i.e., on-site (the individual applicant arrives at the RA with the required documents); or
- Remotely, i.e., on-line without the physical presence of the individual applicant at the RA – this way of identity authentication is reserved for natural persons if the issuing of the Certificate is required by contractual partner (for example employer for his employee).

In case of **on-site mandatary's** (Certificate subscriber's) identity authentication procedure, where mandatary always must be present in person on RA, requires two identification documents, the primary and the secondary one, and also the document identifying the mandator (including identification data) on behalf of which mandatary operates or acts and confirming authorization to act or operate.

Valid personal identity card or passport must be used as the primary personal document for the citizens of the Slovak Republic. Valid passport is the primary personal document for foreigners; citizens of EU member countries may use their valid personal identity card they use in their country as the proof of their identity.

The following data are validated in this document:

- Full civil name;
- Date and place of birth or the birth certification number if shown in the primary document;
- Number of the primary personal document;
- Permanent address (if shown in the primary document);
- Additional identifier/identifiers (in compliance with the Slovak Republic legislation).

The secondary personal document must contain a unique identification, such as birth certification number or personal identity card number, matching it to the primary document and must show at least one of these items:

- Full civil name;
- Birth certification number in case of the Czech Republic or the Slovak Republic citizens, or date of birth of the applicant (foreigner who was not granted the birth certification number by public authority of the Czech Republic or the Slovak Republic);

- Permanent address;
- Photograph of the face.

The secondary personal document data closely identifying the Certificate subscriber must be identical to those in the primary personal document. RA employee decides whether the data are identical or not. If the applicant does not submit two personal documents fulfilling the above requirements the application will not be accepted. Acceptable secondary personal documents are passport, driving license, service card of state office, member of parliament card, service card of the police, gun license, military book, health insurance card, public transportation card, company card, student card etc.

The certificate of right to operate or act for person or public authority must be signed by person authorized to act for organization. If this person is not authorized to act for organization, i.e. is not statutory representative (is not listed in certificate of incorporation or in other register determined by law or in trade certificate in deed of foundation or in law, in case of organizational unit of state/public authority in special legislation) an other officially verified document (power of attorney, authorization, legal representation certificate) signed by statutory representative of the organization is required to confirm the right of this person to act on behalf of this organization.

When the **primary Certificate** is applied the **manadator** proves (mandate proving) through a power of attorney (depending on requirements stated in list on mandates published by NBÚ SR, unless otherwise specified) submitted by mandatary these data:

- In case of natural person:
  - Full civil name;
  - In case of employee organization name and organization identification of the employer;
  - Birth certification number in case of the Czech Republic or the Slovak Republic citizens, or date of birth of the applicant (foreigner who was not granted the birth certification number by public authority of the Czech Republic od the Slovak Republic);
  - Number of ID card or passport;
- In case of legal person or public authority the name and Identification data.

When the **secondary Certificate** is applied personal data of mandatary and mandator/mandate are validated whether they are the same as in documents (submitted by this applicant when primary Certificate was issued).

Procedure is described into detail in Conditions.

In case of **on-line** identity authentication procedure, the usage of certified ZealiD TRA Service using ZealiD application installed on the applicant's mobile phone or tablet is required for remote verification of the identity of the natural person applying for the Certificate (Certificate subscriber). For this method of identity authentication, a primary personal document is required, which must be a valid personal identity card or passport for the citizens of the Slovak Republic. Valid passport is the primary personal identity document for foreigners; citizens of EU member countries may use their valid personal identity card they use in their country as the proof of their identity. The guide with detailed instructions can be found at the website https://www.ica.cz The guide informs the applicant (Certificate subscriber) about the process of issuing the Certificate, including information for users about the conditions under which the Certificate can be issued in this way.

Contractual partner first sends in a trusted way the list of persons authorized do apply for the Certificate using on-line identity authentication. List of authorized users containing basic identification data (first name, surname, e-mail address, QSCD identification) is introduced into I.CA information system and to e-mail addresses are sent unique links, through which is possible to start on-line identity authentication a Certificate issuing. As part of the Certificate's issuing process, it is checked, whether the data obtained from contractual partner are matching those acquired from ZealiD application.

The actual process of on-line authenticating the applicant's identity and issuing the Certificate consists of several successive steps and includes:

- Installation of the ZealiD application on the applicant's mobile device (supported platforms are Apple and Android);
- Registration of the mobile device to the system;
- Biometric facial analysis - for the required functionality, it is necessary to allow access to the camera when installing the ZealiD application;
- Verification of the personal document - its scanning and further biometric comparison of the photograph from the document with the applicant's face is performed;
- Generating Certificate application;
- Signing of the contact on the issuance and use of the Certificate.

If any of the inspections does not end with a positive result, e.g., if the verification of the form does not take place in required quality, the process is terminated and the Certificate is not issued. The condition for the exposure of the Certificate on the list of issued certificates is the signing of the agreement on the issuance and use of the certificate, otherwise the Certificate is revoked.

Restrictions for usage of the on-line identity authentication procedure of the identity of a natural person:

- The applicant cannot be represented by an agent;

If the Certificate is to state that it is an employee of the Organization the contract must state how the confirmation of employment with the Organization is confirmed.

When the **primary Certificate** is applied the **manadator** proves (mandate proving) through a power of attorney (depending on requirements stated in list on mandates published by NBÚ SR, unless otherwise specified) submitted by mandatary these data:

- In case of natural person:
  - Full civil name;
  - In case of employee organization name and organization identification of the employer;
  - Birth certification number in case of the Czech Republic or the Slovak Republic citizens, or date of birth of the applicant (foreigner who was not granted the birth certification number by public authority of the Czech Republic od the Slovak Republic);
  - Number of ID card or passport;
- In case of legal person or public authority the name and Identification data.

When the **secondary Certificate** is applied personal data of mandatary and mandator/mandate are validated whether they are the same as in documents (submitted by this applicant when primary Certificate was issued).

Procedure is described into detail in Conditions.

3.2.4 Non-verified subscriber information

All information provided in the Certificate is duly verified.

3.2.5 Validation of authority

Mandatary proves the right to act for mandator or to act on behalf of him, to act as public authority, to operate on the basis of special legislation or to act on the basis of special legislation in accordance with requirements for granting this right stated in list of permissions kept by NBÚ SR.

E-mail address may be placed in the Certificate extension, that is, in the rfc822Name attribute of the subjectAlternativeName extension, only if this has been validated for the given application during the Certificate issuance procedure.

The attribute that the key pair was generated and stored on QSCD device may only be in the Certificate if this has been validated for the given application during the Certificate issuance procedure.

3.2.6 Criteria for interoperation

Any collaboration between I.CA SK and other trust service providers is always based on a contract in writing.

Cross-certificates are not used.

3.2.7 Validation of e-mail address

E-mail address validation is performed in two ways, by checking whether the address belongs to a registered DNS domain (validating authority over mailbox via domain) or by validation the owner of the e-mail address using the content of the e-mail being sent (validating control over mailbox via e-mail). The use of the appropriate validation method depends on the type of contractual relationship with the client.

3.2.7.1 Validation via registered DNS domain

Validation of the e-mail address against the registered DNS domain is intended for business customers, where the contractual partner has control over the relevant DNS domain. In such a case, the correspondence of the domain part of e-mail address to the internally maintained list of registered company domains is verified (the company has a contract with I.CA SK and control over the DNS domain has been verified).

3.2.7.2 Validation using the content of the validation e-mail

In this case, validation of the ownership of the e-mail address from the application is carried out by sending a validation e-mail containing unique random information (validation link) with a time-limited validity. The Certificate applicant confirms the check of the e-mail address by clicking on the appropriate button or validation link, thereby activating the validation procedure on the side of the I.CA system.

3.3 Identification and authentication for re-key requests

3.3.1 Identification and authentication for routine re-key

The identification and authentication in routine re-key request (subsequent Certificate issuance) are as follows - the application for the issuance of subsequent Certificate in the PKCS#10 structure must also have an electronic signature with the use of a private key matching the public key contained in the valid Certificate which is to be re-keyed.

3.3.2 Identification and authentication for re-key after revocation

I.CA SK does not support re-keying of revoked Certificates. The only way is to obtain a new Certificate with a new public key. The same requirements as those in the initial identity validation apply.

3.4 Identification and authentication for revocation request

The entities authorized to request for Certificate revocation are listed in 4.9.2. Possible methods of identification and authentication are described later in this chapter.

If the **Certificate revocation request is submitted to RA by hand**, it must be in writing and signed by a person whose identity must be duly authenticated through the primary personal document (see 3.2.3).

The following methods of identification and authentication are permitted for **Certificate revocation request submitted electronically**:

- Using the form on the company's website (and using the Certificate revocation password);
- Using an unsigned electronic message containing the Certificate revocation password and sent to revoke@ica.cz;
- Using a signed electronic message (the electronic signature must be created with the private key belonging to the Certificate to be revoked) and sending it to revoke@ica.cz.

If the **Certificate revocation request is sent as a letter** the letter must be sent by registered post to registered office of I.CA SK.

The data required for Certificate revocation request are listed in 4.9.3.

I.CA SK reserves the right to accept also other Certificate revocation identification and authentication procedures, which, however, must not be contrary to trust services legislation or with the requirements of technical standards for this type of Certificates.

4 CERTIFICATE LIFE CYCLE OPERATIONAL REQUIREMENTS

4.1 Certificate application

4.1.1 Who can submit a certificate application

Certificate application under this CP can be submitted by mandatary (natural person entitled by law or under the law to act on behalf of any other natural person or public authority, or person performing the activity or function according to a special regulation).

4.1.2 Enrollment process and responsibilities

Process is performed only when the primary Certificate is issued. In case of **on-site** identity authentication, the subscriber (or his agent) initiates the registration process by appearing at an RA office and bringing all the required documents plus the Certificate application (if already existing). In case of **on-line** identity authentication, the process is initiated by running Zealid application on the mobile device of the subscriber and connecting this way to the ZealiD TRA Service. When the authentication is finished, the data contained in the submitted documents are entered into I.CA information system and the Certificate application is processed.

Mandatary is required to do the following, among others, things:

- Get acquainted with this CP and sign an agreement to observe it;
- Provide true and complete information for the issuance of the Certificate;
- Check whether the data specified in the Certificate application and the Certificate issued are correct and correspond to the required data;
- Choose a suitable Certificate revocation password (the minimum/maximum password length is 4/32 characters; permitted characters: 0..9, A..Z, a..z).

The Service provider is required to do the following, among other things:

- Inform the mandatary about the terms and conditions prior to concluding the Certificate issuance contract;
- Conclude with the subscriber or the Organization such a Certificate issuance contract that meets the requirements of relevant technical standards and norms;
- During the Certificate issuance process, check with RA all the data which can be validated specified in the application against the documents submitted;
- Require the proof of fact that private key was generated and stored on QSCD;
- Issue a Certificate that contains materially correct data on the basis of the information available to the Service provider as at the issuance of the Certificate;
- Publish public information in accordance with 2.2;
- Publish the Authority's certificate and the root CA's certificate;
- Provide any Service-related activity in accordance with trust services legislation, this CP, the relevant CPS, the System Security Policy - Trustworthy Systems and the operational documentation.

4.2 Certificate application processing

4.2.1 Performing identification and authentication functions

The identification and authentication procedure for the **primary Certificate** follows the rules given in 3.2.3, or 3.2.2 where applicable, and the procedure for **subsequent Certificates** follows the rules given in 3.3.1.

4.2.2 Approval or rejection of certificate applications

RA employees (also as the Employees) do the following in the procedure leading to the decision accepting or dismissing the issuance of the **primary Certificate**:

- Make a visual check as to conformity of the data in the Certificate application (the PKCS#10 structure) with the data in the documents submitted;
- Make a visual check as to the formal correctness of data.

The private key ownership verification, competence check and formal data correctness check are also carried out using the RA system software.

If any of these checks gives a fail result, the Certificate issuance procedure is terminated otherwise; the procedure continues in accordance with 4.3.

See 4.3 for the procedure for the issuance of **subsequent Certificates**.

4.2.3 Time to process certificate applications

I.CA SK must issue the Certificate immediately after Certificate issuance is granted. The following list gives tentative times for issuing Certificates unless other agreement is stipulated in the contract:

- Primary Certificate – is usually (only on business days and during business hours) issued within 15 minutes, exceptionally it can take longer;
- Subsequent Certificates – within units of minutes.

4.3 Certificate Issuance

4.3.1 CA actions during certificate issuance

CA operators (also as the Operators) carry out the following in the **primary Certificate** issuance procedure:

- Make a visual check as to conformity of the data in the Certificate application (the PKCS#10 structure) and the data entered by an RA employee;
- Make a visual check as to the formal correctness of data.

The verification of private key ownership, checking the supported hash function in the Certificate application (no weaker than sha-256), the competence check and the formal data correctness check are carried out by both the software on CA operators' work stations and that on the CA system core. If any of these checks gives a fail result, the Certificate issuance procedure is terminated.

Subsequent Certificate issuance procedure is automatic without Operators' intervention. The verification of private key ownership, the supported hash function in the Certificate application (no weaker than sha-256) and the competence check are carried out by software on the CA system core. If any of these checks gives a fail result, the Certificate issuance procedure is terminated.

4.3.2 Notification to subscriber by the CA of issuance of certificate

During the **primary Certificate** issuance process, the Certificate subscriber receives information from the RA employee and the Certificate is sent to the contact e-mail provided during registration as mandatory data.

Subsequent Certificates are sent to the contact e-mail provided during registration as mandatory data.

4.4 Certificate acceptance

4.4.1 Conduct constituting certificate acceptance

If the Certificate issuance requirements are met, the Certificate's subscriber must take the Certificate over. The only way to refuse to take over the Certificate is applying for the Certificate's revocation in accordance with this CP.

I.CA SK may agree with the contractual partner a procedure different from this provision of CP. However, that must not be contrary to the relevant provisions of the trust services legislation.

4.4.2 Publication of the certificate by the CA

I.CA SK publishes every Certificate it issues, except any Certificate:

- Containing data publication of which could be contrary to relevant legislation, such as the legislation concerning personal data protection;
- Required by the subscriber not to be published.

4.4.3 Notification of certificate issuance by the CA to other entities

Chapter 4.4.2 and the requirements set out in trust services legislation apply.

4.5 Key pair and certificate usage

4.5.1 Subscriber private key and certificate usage

Subscribers must, among other things:

- Observe all relevant provisions of the Service contract;
- Use the private key and corresponding Certificate solely for the purposes defined in this CP;

- Handle the private key corresponding to the public key contained in the Certificate issued under this CP in a manner as to prevent any unauthorized use;
- Notify immediately the Service provider i.e., ICA SK, of everything that leads to the Certificate's revocation, in particular of:
  - Suspected abuse of the private key; and
  - Invalid or inaccurate attributes of Certificate;

  In this case request for the Certificate's revocation and stop using the pertinent private key.

4.5.2 Relying party public key and certificate usage

Relying parties must, among other things:

- Obtain from a secure source (e.g., www.ica.cz, RA or relevant trust list) certification authority certificates linked with the Certificate issued under this CP, and verify checksum and validity of these certificates;
- Perform all actions necessary for them to verify that the Certificate is valid;
- Observe all and any provisions of this CP and trust services legislation which relate to the relying party's duties.

4.6 Certificate renewal

Certificate renewal under this CP means the issuance of a new Certificate for still valid Certificate or for revoked Certificate, or for expired Certificate without changing the public key or any other information in the Certificate.

Certificate renewal is not provided by I.CA SK.

4.6.1 Circumstance for certificate renewal

See 4.6.

4.6.2 Who may request renewal

See 4.6.

4.6.3 Processing certificate renewal requests

See 4.6.

4.6.4 Notification of new certificate issuance to subscriber

See 4.6.

4.6.5 Conduct constituting acceptance of a renewal certificate

See 4.6.

4.6.6 Publication of the renewal certificate by the CA

See 4.6.

4.6.7 Notification of certificate issuance by the CA to other entities

See 4.6.

4.7 Certificate re-key

Certificate re-key under this CP means the issuance of a new Certificate (subsequent Certificate) with a different public key but identical content of the attributes under the subject field and the subjectAlternativeName extension of the Certificate which is requested to be re-keyed.

If the whole new Certificate issuance procedure is handled solely electronically without requiring any natural person to be present at an RA office, it is the issuance of a subsequent Certificate. See 4.7.1 for the requirements in respect of validating electronic applications for subsequent Certificates; if these requirements are not met, it is the primary Certificate issuance procedure, which starts with the registration procedure.

4.7.1 Circumstance for certificate re-key

Applications for re-keyed Certificate (the PKCS#10 structure) must meet the following requirements:

- The attributes under the subject field or the subjectAlternativeName extension must be identical to those in the Certificate which is to be re-keyed;
- The public key must be different from that in the Certificate which is to be re-keyed;
- The electronic subsequent Certificate application is validated in accordance with 3.3.1.

4.7.2 Who may request certification of a new public key

Certification of a new public key may be requested by the Certificate's subscriber.

4.7.3 Processing certificate re-keying requests

If the re-keying requirements are met, the procedure continues in accordance with 4.2 and 4.3.1, otherwise the Certificate issuance procedure is terminated.

4.7.4 Notification of new certificate issuance to subscriber

See 4.3.2.

4.7.5 Conduct constituting acceptance of a re-keyed certificate

See 4.4.1.

4.7.6 Publication of the re-keyed certificate by the CA

See 4.4.2.

4.7.7 Notification of certificate issuance by the CA to other entities

See 4.4.3.

4.8 Certificate modification

Certificate modification under this CP means the issuance of a new Certificate in which at minimum one change is made to the content of the attributes concerning the Certificate's subscriber (the subject field or the subjectAlternativeName extension) or in which one field requiring content validation is deleted or added. The public key must be different from that in the Certificate which is to be modified.

If the whole new Certificate issuance procedure is handled solely electronically without requiring any natural person to be present at an RA office, it is the issuance of a subsequent Certificate. See 4.8.1 for the requirements in respect of validating electronic applications for subsequent Certificates; if these requirements are not met, it is the primary Certificate issuance procedure, which starts with the registration procedure.

4.8.1 Circumstance for certificate modification

Application for the new Certificate (the PKCS#10 structure) with modified data must meet the following requirements:

- The attributes to be modified or added in the subject field or the subjectAlternativeName extension must be duly validated;
- The public key must be different from that in the original Certificate;
- The electronic subsequent Certificate application is validated in accordance with 3.3.1.

4.8.2 Who may request certificate modification

Certificate modification may be requested by the Certificate's subscriber.

4.8.3 Processing certificate modification requests

If the Certificate modification requirements are met, the procedure continues in accordance with 4.2 and 4.3.1, otherwise the Certificate issuance procedure is terminated.

4.8.4 Notification of new certificate issuance to subscriber

See 4.3.2.

4.8.5 Conduct constituting acceptance of modified certificate

See 4.4.1.

4.8.6 Publication of the modified certificate by the CA

See 4.4.2.

4.8.7 Notification of certificate issuance by the CA to other entities

See 4.4.3.

4.9 Certificate revocation and suspension

Certificate revocation requests are accepted irrespective of the time of the day through the form on the company's website

Irrespective of the time it is also possible to submit the Certificate revocation request via e-mail, data box and letter. An application submitted in this way is accepted no later than the next working day after its delivery.

Handing over and accepting the Certificate revocation request at the RA is possible only during the working hours of the relevant RA.

I.CA SK does not provide certificate suspension, nor does it provide the possibility to request a revocation at a certain date in the future.

4.9.1 Circumstances for revocation

4.9.1.1 User certificate revocation reasons

I.CA revokes the Certificate within 24 hours and enters the corresponding CRLReason (see chapter 7.2.2) if one or more of the following reasons occurs:

1. Subscriber submits the Certificate revocation request in writing (unspecified(0); this code is not entered in CRLReason);
2. Subscriber notifies I.CA cthat the original Certificate application was not authorized and does not retroactively grant authorization (CRLReason #9, privilegeWithdrawn);
3. I.CA or I.CA SK obtains evidence that Subscriber’s private key corresponding to the public key in the Certificate suffered a key compromise (CRLReason #1, keyCompromise);
4. I.CA or I.CA SK is made aware of a demonstrated or proven method that can easily compute the Subscriber’s Private Key based on the Public Key in the Certificate (such as a Debian Weak Key (CRLReason #1, keyCompromise);
5. I.CA or I.CA SK obtains evidence that the validation of domain authorization or mailbox control for any mailbox address in the Certificate should not be relied upon.

I.CA SK revokes the Certificate within five days if one or more of the following reasons occurs:

6. Certificate no longer complies with the requirements for cryptographic algorithms and their parameters (quality, see 6.1.5 and 6.1.6) CRLReason #4, superseded);
7. I.CA or I.CA SK obtains evidence that the Certificate was misused (CRLReason #9, privilegeWithdrawn);

8. I.CA or I.CA SK is made aware that a Certificate subscriber has violated one or more of his material obligations under Service contract or under the contract on the terms and conditions of use of the Certificate (CRLReason #9, privilegeWithdrawn);
9. I.CA or I.CA SK is made aware of any circumstance indicating that use of an email address or Fully-Qualified Domain Name in the Certificate is no longer legally permitted (e.g., a court or arbitrator has revoked the right to use an email address or Domain Name, a relevant licensing or services agreement between the Subscriber has terminated, or the accountholder has failed to maintain the active status of the email address or Domain Name) (CRLReason #5, cessationOfOperation);
10. I.CA or I.CA SK is made aware of a material change in the information contained in the Certificate (CRLReason #9, privilegeWithdrawn);
11. I.CA or I.CA SK is made aware that the Certificate was not issued in compliance with S/MIME BR, CP or CPS (CRLReason #4, superseded);
12. I.CA or I.CA SK determines or is made aware that some information contained in the Certificate is inaccurate (CRLReason #9, privilegeWithdrawn);
13. I.CA SK's right to issue Certificate under S/MIME BR and this CP expired or is revoked or terminated, unless I.CA has made arrangements to continue maintaining CRL/OCSP repository (unspecified(0); this code is not entered in CRLReason);
14. Revocation is required by CP or CPS;
15. CRLReason #1, keyCompromise when I.CA is made aware of:
    - □ Demonstrated or proven method that exposes subscriber's private key to compromise;
    - □ Clear evidence that the specific method used to generate private key was flawed.

4.9.1.2 Reasons to revoke the authority's certificate

I.CA SK revokes the Authority's certificate within seven days if one or more of the following reasons occurs:

1. Authority requests revocation in writing;
2. Authority notifies the root certification authority that original Certificate application was not authorized and does not retroactively grant authorization;
3. Root certification authority obtains evidence that the Authority's private key corresponding to the public key in the Certificate suffered a key compromise or no longer complies with the cryptographic algorithm requirements and the required parameters (quality, see 6.1.5 and 6.1.6);
4. Root certification authority obtains evidence that Authority's certificate was misused;
5. Root certification authority is made aware that Authority's certificate:
    - □ Was not issued in compliance with S/MIME BR, corresponding CP or CPS; or
    - □ Does not meet requirements of S/MIME BR, corresponding CP or CPS;
6. I.CA or I.CA SK determines that some information appearing in the Authority's certificate was inaccurate or misleading;
7. Root CA or Authority ceased operation for any reason a did not made arrangement for another CA to provide revocation support for certificates issued by them;

8. Root CA's or Authority's right to issue Certificate under S/MIME BR or CP requirements expired, was revoked or terminated and root CA did not make arrangement to continue maintaining CRL/OCSP repository;
9. Revocation is required by CP or CPS of root certification authority.

4.9.2 Who can request revocation

Certificate revocation request may be submitted by:

- Certificate's subscriber (mandatary):
  - If there is the risk of his private key abuse;
  - If demonstrably establishes that the mandator died, was finally declared dead or ceased to exist;
  - If the status of a public authority for which the mandatary performed activities, was terminated;
- Mandator for whom the mandatary performed activity or function under specific regulation when mandatary's performance of activity creased of function under specific legislation was terminated;
- Subject explicitly specified therefore in the Service (under this CP) contract;
- Person who is beneficiary in mandatary probate proceedings;
- Provider of this Service (managing director of I.CA SK or his representative is the person authorized to request for the revocation of a Certificate issued by I.CA SK) and the subject is informed of the revocation by a signed e-mail to the address entered during registration
  - If the Certificate is issued on the basis of false data;
  - If establishes that the private key belonging to the public key specified in the Certificate has been compromised;
  - If establishes that the Certificate was issued in spite of nonconformance with the requirements of trust services legislation;
  - If demonstrably establishes that the Certificate was used contrary to the restrictions defined in 1.4.2;
  - If demonstrably establishes that the Certificate's subscriber has died or been limited in legal capacity by court or the data according to which the Certificate was issued is no longer valid;
  - If the public key in the Certificate application is the same as the public key in a certificate already issued;
- Supervisory body and other entities as may be specified in trust services legislation.

After requesting the revocation of the Certificate, the subscriber is obliged to immediately stop using this Certificate and the corresponding private key.

In addition, third parties (e.g. supervisory bodies, law enforcement authorities, relying parties, suppliers of application SW) may send a report of a problem with the Certificate informing the Authority of the reasons for possible revocation of the Certificate.

4.9.3 Procedure for revocation request

Any Certificate revocation request delivered to RA in person must include the Certificate's serial number in the decimal or hexadecimal format (introduced by the string '0x'), the full name of the person authorized to request for the Certificate's revocation, and the Certificate revocation password. If the person authorized to request for revocation does not know the Certificate revocation password, s/he must explicitly state this in the written application, along with the number of the primary personal document submitted in the Certificate application procedure or the number of the new primary personal document if the original document has been replaced. The person must use this primary personal document to prove their identity with the RA employee. If the request is legitimate, the RA employee revokes the Certificate, and the Certificate revocation date and time are the date and time when the request is processed by CA's information system. If the Certificate revocation application cannot be accepted (wrong revocation password or no proof of identity of the person authorized to request for Certificate revocation) the RA employee seeks to rectify these defects, and dismisses the request if the defects cannot be rectified for any reason. The RA employee always notifies the requestor of the result.

The following options are available for electronic submission of Certificate revocation request:

- Using the form on the information web page. The Certificate revocation date and time are the date and time a valid Certificate revocation request is dealt with in the CA's information system. The request receives a notice if the request is granted;
- Electronical message signed electronically – the body text must contain (in Czech or Slovak with or without diacritics, or in English):

  Zadam o zneplatneni certifikatu cislo = xxxxxxx. [I request revocation of certificate number = xxxxxxx.],

  where '*xxxxxxx*' is the Certificate's serial number and must be given either in the decimal or hexadecimal format (introduced by the string '0x').

  The message must be electronically signed with the private key corresponding to the public key in the Certificate to be revoked;
- Electronic message not signed electronically – the body text must contain (in Czech or Slovak with or without diacritics, or in English):

  Zadam o zneplatneni certifikatu cislo = xxxxxxx. [I request revocation of certificate number = xxxxxxx.]

  Heslo pro zneplatneni = yyyyyy. [Revocation password = yyyyyy.],

  where '*xxxxxxx*' is the Certificate's serial number and '*yyyyyy*' the revocation password. The Certificate's serial number must be given either in the decimal or hexadecimal format (introduced by the string '0x').

Note: If the request meets the requirements of the three options listed above, the employee in charge immediately revokes the Certificate in the CA's system, and the date and time the request is processed by the CA's information system are the date and time of the Certificate's revocation. The requestor receives a notice if the request was accepted.

If Certificate revocation request is submitted as a registered post letter, the request must contain following text (in Czech or Slovak with or without diacritics, or in English):

Zadam o zneplatneni certifikatu cislo = xxxxxxx. [I request revocation of certificate number = xxxxxxx.]

Heslo pro zneplatneni = yyyyyy. [Revocation password = yyyyyy.],

where '*xxxxxxx*' is the Certificate's serial number and '*yyyyyy*' the revocation password. The serial number is to be given either in the decimal or hexadecimal format (introduced by the string '0x'). If the request meets these requirements, the I.CA employee in charge immediately revokes the Certificate in the CA's system, and the date and time the request is processed by the CA's information system are the date and time of the Certificate's revocation. If the request cannot be accepted (wrong revocation password), the Certificate revocation request will be rejected. Requestor is informed by a registered letter sent to postal address of request sender how the request was handled.

Report of suspected compromise of the private key related to the public key in the Certificate, misuse of the Certificate or other types of fraud, compromise, misuse, inappropriate behavior associated with the issued Certificate can be sent to the e-mail address specified in chapter 1.5.2, or as registered letter to the company's headquarters, or via a data box - see chapter 2.2.

4.9.4 Revocation request grace period

Certificate revocation request must be made immediately.

4.9.5 Time within which CA must process the revocation request

4.9.5.1 Certificate revocation request

The revocation request is carried out without delay after receiving a legitimate revocation request. The CRL containing the serial number of the revoked Certificate is issued immediately after the revocation of this Certificate.

4.9.5.2 Certificate Problem Report

I.CA or I.CA SK reviews the facts and circumstances of the reported problem and within 24 hours of receiving the Certificate Problem Report provides a preliminary report to both the Certificate subscriber and the person reporting the problem.

I.CA or I.CA SK in cooperation with the Certificate subscriber and the person reporting the problem, decides whether it is necessary to revoke the Certificate and informs both the Certificate subscriber and the person who reported the problem about the decision.

If revocation is necessary, then I.CA SK determines the date of revocation considering following criteria:

- The nature of the problem;
- The consequences of revocation for both subscriber and relying parties;
- The number of Certificate Problem Reports received about a particular Certificate or subscriber;
- The entity making the complaint (for example, a complaint from a law enforcement official should be addressed with higher priority); and
- Relevant legislation.

4.9.6 Revocation checking requirement for relying parties

Relying parties must carry out all the operations specified in 4.5.2.

4.9.7 CRL issuance frequency

The certificate revocation list is issued immediately after a Certificate revocation request is handled affirmatively. If a Certificate is not revoked, the new CRL is usually issued within 8 but no more than 24 hours after issuing previous CRL.

4.9.8 Maximum latency for CRLs

The CRL is released immediately after issuance, conditions described in 4.9.5 and 4.9.7 are always observed.

4.9.9 On-line revocation/status checking availability

On-line revocation/status checking using the OCSP protocol is a service available to the general public. Every certificate issued under this CP includes a link to the pertinent OCSP responder.

OCSP responses comply with the RFC 6960 and RFC 5019 standards. The OCSP responder's certificate includes an id-pkix-ocsp-nocheck extension as defined in RFC 6960.

4.9.10 On-line revocation checking requirements

OCSP supports both GET and POST method. If the OCSP responder receives a request for the status of a certificate serial number that is "unused", then the response is not "good".

4.9.10.1 Status of Certificates

The validity of OCSP response is set to 24 hours.

When the Certificate is revoked, the OCSP response is updated immediately (Certificate suspension or renewal of revoked Certificate is not provided).

OCSP responses are automatically updated (i.e. an entry in the responder's internal OCSP cache expires) at the latest when the earlier of the following conditions is met:

- In the middle of the OCSP response validity (for responses with a validity of less than 16 hours);
- 8 hours before the response expires (for responses valid for 16 hours or longer).

4.9.10.2 CA issuing Certificates certificate status

I.CA updates OCSP responses:

- Within 24 hours after revoking the certificate of the CA issuing the Certificates; and
- At least every twelve months.

4.9.11 Other forms of revocation advertisements available

Not applicable for this document.

4.9.12 Special requirements re key compromise

The Certificate revocation procedure in the event of private key compromise is not different from the certificate revocation procedure described above.

4.9.13 Circumstances for suspension

Not applicable for this document; Certificate suspension is not provided.

4.9.14 Who can request suspension

Not applicable for this document; Certificate suspension is not provided.

4.9.15 Procedure for suspension request

Not applicable for this document; Certificate suspension is not provided.

4.9.16 Limits on suspension period

Not applicable for this document; Certificate suspension is not provided.

4.10 Certificate status services

4.10.1 Operational characteristics

Lists of public Certificates are provided as published information; certificate revocation lists are provided as published information and by specifying the CRL distribution points in the Certificates issued by the Authority.

The fact that the Authority provides Certificate status information in the form of OCSP is specified in the certificates issued by the Authority.

Revocation records on CRL or in OCSP response are kept at least to the end of Certificate's validity period.

4.10.2 Service availability

The Authority guarantees round-the-clock (24/7) availability and integrity of the list of the Certificates it has issued and the list of revoked certificates (CRLs), plus the availability of the OCSP service.

Response time of Certificate status request using CRL or OCSP is usually less than 10 seconds.

I.CA maintains continuous 24x7 availability through the e-mail address specified in chapter 1.5.2 in order to react internally to the Certificate Problem Report and, if necessary, to forward the information about the received report to the competent authority and, if necessary, to revoke the Certificate that is the subject of the report.

4.10.3 Optional features

Not applicable for this document; no other certificate status check characteristics are provided.

4.11 End of subscription

The certificate issuance contract expires when the last certificate issued under this contract expires.

4.12 Key escrow and recovery

Not applicable for this document; the key escrow and recovery service is not provided.

4.12.1 Key escrow and recovery policy and practices

See 4.12.

4.12.2 Session key encapsulation and recovery policy and practices

See 4.12.

5 FACILITY, MANAGEMENT, AND OPERATIONAL CONTROLS

Facility, management, and operational controls primarily deal with:

- Trustworthy systems supporting trust services;
- All processes supporting trust services.

The facility, management, and operational controls are addressed in the fundamental documents of I.CA - Corporate Security Policy, System Security Policy - Trustworthy Systems, Certification Practice Statement, Business Continuity Plan and Recovery Plan as well as in the more detailed internal documentation of I.CA. These documents take account of the results of periodic risk analyses.

5.1 Physical controls

5.1.1 Site location and construction

The I.CA operating site buildings are situated in geographically different locations, which are also different from the site of I.CA SK headquarters, the site of I.CA headquarters, the business and development sites, the registration authority sites and the points of sale.

The trustworthy systems supporting trust services are situated on reserved premises of operating sites. These premises are secured in a manner similar to that required by the Classified Information Protection Act for the ‘Confidential’ category secure areas.

5.1.2 Physical access

Requirements for physical access to the reserved premises (protected with mechanical and electronic features) of operating sites are described in internal documentation of I.CA. Buildings are protected with intrusion alarm system (IAS), alarm receiving centre (ARC) and, as may be the case, a special system to monitor movement of persons and vehicles.

5.1.3 Power and air conditioning

The premises housing the trustworthy systems supporting trust services have active air-conditioning of adequate capacity, which keeps the temperature at 20°C ± 5°C all year round. The supply of electricity is backed up with a UPS (Uninterruptible Power Supply) and a diesel unit.

5.1.4 Water exposures

The trustworthy systems supporting trust services are so located as to ensure they cannot be flooded with a 100-year flood. Where relevant operating sites have water ingress sensors to detect heating water leakage or rainfall leakage through the roof (as a result of heavy rains).

5.1.5 Fire prevention and protection

The buildings of the operating sites and the information archiving sites have electronic fire alarm system (FAS). Fireproof insulation is installed in the entrance doors to the restricted areas in which the trustworthy systems supporting trust services are situated, and fire extinguishers are fitted in these areas.

5.1.6 Media storage

Archive media containing operational backups and electronic records are stored in metal boxes or safes. Copies are kept at a site geographically different from the site of the operating office where the records originated.

Any paper media required to be archived are stored in a site geographically different from the site of the operating office where the records originated.

5.1.7 Waste disposal

Any paper office waste is shredded before it leaves I.CA operating sites.

5.1.8 Off-site backup

The copies of operating and working backups are stored in a place designated by the COO of I.CA and described in internal documentation of I.CA.

5.2 Procedural controls

5.2.1 Trusted roles

Trusted roles are defined for selected activities carried out at I.CA. The trusted role employee appointment procedure, the trusted roles and their responsibilities are defined in internal documentation of I.CA.

I.CA employees appointed to a trusted role may not be in a conflict of interests that could compromise the impartiality of operations of I.CA.

5.2.2 Number of persons required per task

Jobs are defined for the processes related to the key pairs of certification authorities and OCSP responders and these jobs must be performed with more than a single person attending. These jobs include:

- Initialization of cryptographic module;
- Generating key pairs of certification authorities and their OCSP responders;
- Destroying private keys of certification authorities and their OCSP responders including their backups;
- Backup and restore of private keys of certification authorities and their OCSP responders;

- Activation and deactivation of private keys of certification authorities and their OCSP responders.

The number of attending persons is not defined for other jobs, but all persons must be authorized persons.

5.2.3 Identification and authentication for each role

Each role's employees are assigned identification (name and certificate) and authentication (password and private key) data for those components which are necessary for their jobs.

Selected jobs require two-factor authentication by the trusted role employees.

5.2.4 Roles requiring separation of duties

The roles requiring separation of duties (and the roles' job descriptions) are described in internal documentation of I.CA.

5.3 Personnel controls

5.3.1 Qualification, experience, and clearance requirements

Trusted roles employees are in I.CA selected and hired using the following criteria:

- Clean criminal record – statement of criminal conviction records or affirmation is required;
- Bachelor's or master's degree in an accredited university program and ICT job experience of three years or longer, or secondary education and ICT job experience of five years or longer, of which at least one-year job experience in the provision of trust services;
- Knowledge in public key infrastructure and information security.

Any other I.CA or I.CA SK employee taking part in providing trust services is accepted using the following criteria:

- Bachelor's or master's degree in an accredited university program, or secondary education;
- Basic orientation in public key infrastructure and information security.

Managers must have job experience or technical training in respect of the trustworthiness of the trust services, the knowledge of security procedures with security responsibility, and experience in information security and risk assessment.

5.3.2 Background check procedures

The sources of information about all employees of I.CA or I.CA SK are:

- The employees themselves;
- Persons familiar with a particular employee;
- Public sources of information.

Initial information is provided by employees at job interviews, and this information is updated at periodic appraisal interviews with the manager during employment.

5.3.3 Training requirements

I.CA or I.CA SK employees receive technical training in the use of specific software and specialized devices. The training takes the form of self-study combined with guidance from a trained employee. The training covers information security, personal protection data and other relevant topics.

5.3.4 Retraining frequency and requirements

I.CA or I.CA SK employees are provided with the current developments in their spheres of interest two times every 12 months.

Training in the processes related to RA operations is held for RA employees at least once in every three years.

5.3.5 Job rotation frequency and sequence

I.CA or I.CA SK employees are encouraged to acquire knowledge necessary for working in other roles at I.CA or I.CA SK, in order to ensure substitutability for cases of emergency.

5.3.6 Sanctions for unauthorized actions

If an employee is detected to have been performing unauthorized activity, the employee is subject to the procedure described in internal documentation of I.CA and governed by the Labour Code (this process does not prevent criminal prosecution if the unauthorized activity exhibits that degree of gravity).

5.3.7 Independent contractor requirements

I.CA or I.CA SK provides some certificate issuance activities on a contractual basis, but is fully responsible for the activities of these independent contractors involved in the issuance of a Certificate. Further pays:

- Commercial and legal relations are regulated by bilateral commercial agreements;
- These independent contractors:
  - Must meet personnel and event recording requirements analogously to those for providing activities with own resources od I.CA;
  - Are required to comply with the relevant certification policies, the certification practice statement, relevant internal documents provided to them and prescribed normative documents.

5.3.8 Documentation supplied to personnel

In addition to the certificate policy, the certificate practice statement and the security and operational documentation, I.CA or I.CA SK employees have available any other relevant standard, policy, manual and guidance they may need for their job.

5.4 Audit logging procedures

5.4.1 Types of events recorded

All events required by the trust services legislation and relevant technical standards and norms, including those from delegated third parties involved in the certificate lifecycle, are recorded. The generating of CRLs and OCSP responses is recorded too.

The certification authorities' key pair generating is a special case of event logging. All this process complies with trust services legislation and the relevant technical and other standards. Generating is carried out according to a pre-determined scenario in a physically secure environment and under the control of more I.CA employees in trusted roles.

Protocol on key pair generating with data required by technical standards is signed by present employees in trusted roles.

When the key pair of root certification authority is generated, an auditor qualified in accordance with current technical standards personally attends the process, signs also the created protocol to confirm that the generating followed the pre-determined scenario and the measures to ensure integrity and confidentiality were in place.

The recording of security events in systems, network elements and entrances to the operating sites is carried out in accordance with the requirements of the standards in chapters 6.5 and 6.6 of this document and meets the requirements of the S/MIME BR.

All audit records are made, kept and processed to the extent as necessary, while preserving the proof of origin and maintaining integrity, availability, confidentiality and time authenticity.

The auditing system is designed and run in a manner ensuring audit data integrity, sufficient space for audit data, automatic non-rewriting of the audit file, user-friendly presentation of audit records, and audit file access limited to the defined users only.

5.4.2 Frequency of processing log

Audit records are checked and assessed at the intervals defined in internal documentation of I.CA, or immediately when a security incident occurs.

5.4.3 Retention period for audit log

Unless the relevant legislation provides otherwise, audit records are kept for a minimum of ten years of the day they are made.

5.4.4 Protection of audit log

Both electronic and printed audit records are stored in a manner ensuring they are protected against change, stealing and destruction (willful or accidental).

Electronic audit records are archived in two copies. Printed audit records are kept outside the operating premises of I.CA.

The protection of the aforesaid types of audit records is described in internal documentation of I.CA.

5.4.5 Audit log backup procedures

Electronic audit records are backed up similarly to how other electronic information is backed up. No backup of printed audit records takes place.

5.4.6 Audit collection system (internal vs. external)

The audit record collection system is an internal one relative to the CA information systems.

5.4.7 Notification to event-causing subject

Parties are not notified of that an event is registered in an audit record.

5.4.8 Vulnerability assessments

I.CA carries out periodic vulnerability assessments as part of risk assessments. Vulnerability monitoring of the hardware and software related to to the trustworthy systems designated to support trust services is described in internal documentation of I.CA.

5.5 Records archival

The archiving of records, i.e., information and documentation, is at I.CA regulated in internal documentation of I.CA.

5.5.1 Types of records archived

I.CA or I.CA SK archives the following electronic or printed records pertaining to the trust services provided, including those from delegated third parties involved in the certificate lifecycle, such as:

- Records / protocols on the course of certification authorities key pair generating;
- Life cycle records for the certificates (especially the documents relating to validation of certificate issuance applications and certificate revocation requests);
- Audit records according to chapter 5.4.1;
- Information handling records, such as takeover, handover, saving, check, conversion from printed to electronic etc.;
- Operational and security documentation.

5.5.2 Retention period for archive

Records relating to the certificates of all I.CA or I.CA SK certification authorities and corresponding OCSP responders, excluding appropriate private keys, are kept throughout the existence of I.CA. Other records are kept in accordance with chapter 5.4.3.

The record archiving procedures are regulated by internal documentation of I.CA.

5.5.3 Protection of archive

The premises where records are archived are secured in a manner based on risk analysis results and the Classified Information Protection Act.

The procedures to protect the archived records are regulated by internal documentation of I.CA.

5.5.4 Archive backup procedures

The record backup procedures are regulated in internal documentation of I.CA.

5.5.5 Requirements for time-stamping of records

If time-stamp tokens are used, they are qualified electronic time-stamp tokens issued by I.CA.

5.5.6 Archive collection system (internal or external)

Records are archived in a place designated by COO of I.CA or by managing director of I.CA SK.

Internal documentation of I.CA regulates how both electronic and printed records are prepared for archival and stored. Records are kept of collecting the records subject to archiving.

5.5.7 Procedures to obtain and verify archive information

Archived information and records are stored at sites designated therefore and are accessible to:

- I.CA or I.CA SK employees if they need to have such an access for their job;
- Authorized supervising and inspection entities and law enforcement authorities if required by legislation.

A written record is made of any such permitted access.

5.6 Key changeover

In standard situations (expiration of a certification authority certificate), the key is replaced by issuing a new certificate a good time in advance (no later than one year prior to the expiration).

In non-standard situations, for instance such progress in cryptanalytic methods that could compromise the security of certificate issuance (e.g., changes to cryptanalytic algorithms or key length), the key is replaced as soon as possible.

In both standard and non-standard situations, the replacement of the public key in certification authority certificates is suitably notified to the public a good time in advance (if practicable).

5.7 Compromise and disaster recovery

5.7.1 Incident and compromise handling procedures

In the event of incident or compromise, I.CA takes a course of action in accordance with its internal business continuity plan and recovery plan, plus any other relevant internal documentation.

5.7.2 Computing resources, software, and/or data are corrupted

See. 5.7.1.

5.7.3 Entity private key compromise procedures

In case of reasonable concern that a private key of certification authorities has been compromised, I.CA or I.CA SK does the following:

- Stops using the private key;
- Revokes immediately and permanently the pertinent certificate and destroys the corresponding private key;
- Revokes all valid certificates issued by pertinent certification authority;
- Immediately informs about this fact, including the reason of revocation, in accordance with Chapter 2.2; the list of revoked certificates is also used to make this information available;
- Notifies the supervisory body of that the pertinent certificate has been revoked and why it has been revoked.

A similar procedure will be applied in the event that cryptanalytic methods develop to such an extent (e.g. changes in cryptographic algorithms, key lengths, etc.) that the security of trust services could be immediately threatened.

5.7.4 Business continuity capabilities after a disaster

In the event of accident, I.CA takes a course of action in accordance with its internal business continuity plan and recovery plan, plus any other relevant internal documentation of I.CA.

5.8 CA or RA termination

The following rules apply to the termination of the Authority's operations:

- The termination of the Authority's operations must be notified in writing to the supervisory body, all subscribers of valid Certificates, and the parties having contract with I.CA SK that directly concerns the provision of trust services;
- The termination of the Authority's operations must be published on the web page pursuant to 2.2;
- If the Authority's certificate's expiration is part of the termination of operations, this information plus the reason for expiration must be included in that notice;

- The termination of operations is a controlled process following a pre-defined plan, which includes the description of the procedure to preserve and disclose information for judicial or administrative proceedings discovery and for arranging the continuity of services;
- The Authority or its successor must be able to revoke Certificates and publish CRLs as long as any Certificate issued by the Authority is valid;
- After that the Authority must demonstrably destroy its private key, make a record of this destruction and keep this record in accordance with this CP.

In the event of withdrawal of the qualified Service provider status:

- The information must be notified in writing or electronically to all subscribers of valid Certificates, and the parties having contract with I.CA or I.CA SK that directly concerns the provision of trust services;
- The information must be published in accordance with 2.2. at all offices of registration authorities and must also communicate that certification authorities' certificates cannot be used in accordance with the purpose of their issuance any longer;
- The subsequent course of action will be decided by CEO of I.CA or managing director of I.CA SK while taking account of the decision of the supervisory body.

If a specific RA office closes down, this is published on http://www.ica.cz.

6 TECHNICAL SECURITY CONTROLS

6.1 Key pair generation and installation

6.1.1 Key pair generation

Key pairs of certification authorities and their corresponding OCSP responders are generated in designated secured areas of operating sites, according to a pre-defined scenario, in accordance with 5.2 and 5.4.1. Generating is carried out in cryptographic modules fulfilling requirements of trust service legislation, i.e., ETSI and CEN standards.

All requirements concerning generating of key pairs mentioned above are described both in internal and external documentation of I.CA.

Key pairs of the employees taking part in the issuing Certificates are generated on smartcards meeting the QSCD requirements. The private keys of these key pairs are stored on smartcard in non-exportable form and PIN needs to be entered to use the keys.

Key pairs related to Certificates issued under this CP are generated on devices which are under sole control of the respective subscribers. These key pairs may be stored on QSCD only.

6.1.2 Private key delivery to subscriber

Not applicable for the private keys of certification authorities and their corresponding OCSP responders – private keys are stored on cryptographic modules under the sole control of I.CA.

The service of generating key pairs to end users or to employees taking part in issuing Certificates is not provided.

6.1.3 Public key delivery to certificate issuer

Public keys are delivered to Certificate issuer in the Certificate application (PKCS#10 format).

6.1.4 CA public key delivery to relying parties

Following options for obtaining the Authority's public key contained in this certification authority’s certificate are guaranteed:

- Handover from RA;
- From the trusted list of the Slovak Republic;
- Via web information addresses of I.CA or I.CA SK, relevant supervisory body or its journal;
- Every subscriber gets relevant certification authorities’ certificates together with his primary certificate.

6.1.5 Key sizes

The size of the key of I.CA root certification authority using RSA algorithm is 4096 bits, the size of the keys in certificates of subordinate certification authorities issued by this root certification authority is 2048 bits at minimum, the size of the keys of OCSP responders is 2048 bits at minimum. The minimum size of the keys in the Certificates issued under this CP is 2048 bits.

6.1.6 Public key parameters generation and quality checking

The parameters of the algorithms used in generating public keys of certification authorities and their corresponding OCSP responders meet the requirements listed in trust services legislation and the technical and other standards referred to therein. These keys are checked by relevant hardware and software.

The parameters of the algorithms used in generating public keys of other subscribers must also meet these requirements and are checked in the same way.

6.1.7 Key usage purposes (as per X.509 v3 key usage extension)

The key usage options are specified in the certificate's extension.

6.2 Private key protection and cryptographic module engineering controls

6.2.1 Cryptographic module standards and controls

Key pairs of certification authorities and their corresponding OCSP responders are generated and private keys are stored on cryptographic modules which meet the requirements of trust services legislation, that is ETSI and CEN standards and are used in accordance with their certification.

Employees taking part in issuing certificates use the smartcard meeting the QSCD requirements.

End users use the device meeting the QSCD requirements.

6.2.2 Private key (n out of m) multi-person control

If cryptographic module related operations require the presence of more persons, then each of them knows only some part of the code required for these operations.

6.2.3 Private key escrow

Not applicable for this document; the private key escrow service is not provided.

6.2.4 Private key backup

The private keys of CAs and their corresponding OCSP responders protected by cryptographic modules are backed up in an encrypted form that provides the same level of protection as cryptographic module.

Not applicable for private keys of employees taking part in issuing certificates, these private keys are generated on smartcards as non-exportable.

Backup of private keys related to Certificates of end users is fully within the competence of these end users.

6.2.5 Private key archival

When certification authorities' and their corresponding OCSP responders' private keys expire, they are not archived, but destroyed including their backup copies.

Archiving period of private keys of employees taking part in issuing certificates is limited by the memory capacity of the smartcard

Archiving private keys related to Certificates of end users is fully within the competence of these end users.

6.2.6 Private key transfer into or from a cryptographic module

Private keys of certification authorities and their corresponding OCSP responders are generated (as non-exportable) in cryptographic modules (operated in certified mode) and there is no way to export them outside the cryptographic module[1]. Import of private keys into the cryptographic module is not performed.

Not applicable for private keys of employees taking part in issuing certificates, these private keys are generated on smartcards as non-exportable.

Transferring private keys related to Certificates of end users is fully within the competence of these end users.

6.2.7 Private key storage on cryptographic module

Private keys of certification authorities and their corresponding OCSP responders are stored in the cryptographic modules which meets the requirements of trust services legislation, i.e., ETSI and CEN standards.

Private keys of employees taking part in issuing certificates are stored on smartcards meeting the QSCD requirements.

Key pairs of end users are stored on QSCD.

6.2.8 Method of activating private key

Activation of certification authorities' and their corresponding OCSP responders' private keys (allowing the use of these private keys) is done:

- In case of smartcard activation by inserting the smartcard into card reader and entering the password;
- In case of softcard activation by entering the softcard and password.

Private keys of employees taking part in issuing certificates are activated by inserting the smartcard into card reader and entering PIN.

[1] Encrypted backup is the only one exception, this backup can be used only in cryptographic module (or in HA/LB modules), where the key was generated.

Activation private keys related to Certificates of end users is fully within the competence of these end users and depends on the way of storing these private keys.

6.2.9 Method of deactivating private key

Deactivation of certification authorities' and their corresponding OCSP responders' private keys is done by removing the smartcard from card reader or by terminating the specific application.

Private keys of employees taking part in issuing certificates are deactivated by removing the smartcard from card reader.

Deactivation private keys related to Certificates of end users is fully within the competence of these end users and depends on the way of storing these private keys.

6.2.10 Method of destroying private key

After expiration of specific certification authority's private key and based on subsequent decision of CEO of I.CA or managing director of I.CA SK this private key is destroyed according to specific procedure including all backups of this key. Destroying is documented in a written record.

Private keys of OCSP responders are destroyed on the decision of I.CA or I.CA SK representative when issuing OCSP responder's certificate. Destroying is documented in a written record.

Destroying private keys of employees taking part in issuing certificates is fully within the competence of these employees.

Destroying private keys related to Certificates of end users is fully within the competence of these end users and depends on the way of storing these private keys.

6.2.11 Cryptographic module rating

Cryptographic modules used for generating of key pairs and storing corresponding private keys of certification authorities and their corresponding OCSP responders meet the requirements of trust services legislation, that is ETSI and CEN standards and are used in accordance with their certification.

Smartcard used for generating of key pairs and storing corresponding private keys of employees taking part in issuing certificates meet QSCD requirements.

Key pairs of end users are stored on QSCD.

6.3 Other aspects of key pair management

6.3.1 Public key archival

All public keys as part of Certificates are archived throughout the existence of I.CA.

6.3.2 Certificate operational periods and key pair usage periods

The maximum period of validity of each certificate issued is specified in the body of that certificate and is the same as key pair usage period. It complies with S/MIME BR requirements.

6.4 Activation data

6.4.1 Activation data generation and installation

Activation data of certification authorities' and their corresponding OCSP responders' private keys (smartcard or softcard) of are created before or during the generating of the corresponding key pair.

Activation data of employees' taking part in issuing certificates private keys is PIN, which is under sole control of these employees.

Usage of activation data by end users is fully within the competence of these end users.

6.4.2 Activation data protection

Activation data of certification authorities' and their corresponding OCSP responders' private keys are protected by passwords.

Activation data of employees' taking part in issuing certificates private keys protection is fully within the competence of these employees.

Activation data of end users' private keys protection is fully within the competence of these employees.

6.4.3 Other aspects of activation data

Not applicable for this document.

6.5 Computer security controls

6.5.1 Specific computer security technical requirements

The level of security of the components used in providing trust services is, including the scope of necessary evaluations and assessments and also trustworthy systems configuration checks, and their periodicity, defined in trust services legislation and the technical standards referred to therein.

6.5.2 Computer security rating

The assessment of I.CA computer security is based on the requirements set out in the specified technical standards and norms, in particular:

- CEN/TS 419261 Security Requirements for Trustworthy Systems Managing Certificates and Time-stamps;

- ČSN ETSI EN 319 401 Electronic Signatures and Infrastructures (ESI) – General Policy Requirements for Trust Service Providers;
- ETSI EN 319 401 Electronic Signatures and Infrastructures (ESI); General Policy Requirements for Trust Service Providers;
- ČSN ETSI EN 319 403-1 Electronic Signatures and Infrastructures (ESI); Trust Service Provider Conformity Assessment; Part 1: Requirements for conformity assessment bodies assessing Trust Service Providers;
- ETSI EN 319 403-1 Electronic Signatures and Infrastructures (ESI); Trust Service Provider Conformity Assessment; Part 1: Requirements for conformity assessment bodies assessing Trust Service Providers;
- ČSN ETSI EN 319 411-1 Electronic Signatures and Infrastructures (ESI) – Policy and Security Requirements for Trust Service Providers Issuing Certificates – Part 1: General Requirements;
- ETSI EN 319 411-1 Electronic Signatures and Infrastructures (ESI); Policy and Security Requirements for Trust Service Providers Issuing Certificates; Part 1: General Requirements;
- ČSN ETSI EN 319 411-2 Electronic Signatures and Infrastructures (ESI) – Policy and Security Requirements for Trust Service Providers Issuing Certificates – Part 2: Requirements for Trust Service Providers Issuing EU Qualified Certificates;
- ETSI EN 319 411-2 Electronic Signatures and Infrastructures (ESI); Policy and Security Requirements for Trust Service Providers Issuing Certificates; Part 2: Requirements for Trust Service Providers Issuing EU Qualified Certificates;
- ČSN ETSI EN 319 412-1 Electronic Signatures and Infrastructures (ESI); Certificate Profiles; Part 1: Overview and Common Data Structures;
- ETSI EN 319 412-1 Electronic Signatures and Infrastructures (ESI); Certificate Profiles; Part 1: Overview and Common Data Structures;
- ČSN ETSI EN 319 412-2 Electronic Signatures and Infrastructures (ESI); Certificate Profiles; Part 2: Certificate Profile for Certificates Issued to Natural Persons;
- ETSI EN 319 412-2 Electronic Signatures and Infrastructures (ESI); Certificate Profiles; Part 2: Certificate Profile for Certificates Issued to Natural Persons;
- ČSN ETSI EN 319 412-3 Electronic Signatures and Infrastructures (ESI); Certificate Profiles; Part 3: Certificate Profile for Certificates Issued to Legal Persons;
- ETSI EN 319 412-3 Electronic Signatures and Infrastructures (ESI); Certificate Profiles; Part 3: Certificate Profile for Certificates Issued to Legal Persons;
- ČSN ETSI EN 319 412-4 Elektronické podpisy a infrastruktury (ESI) - Profily certifikátu – Část 4: Profil certifikátu pro certifikáty webových stránek;
- ETSI EN 319 412-4 Electronic Signatures and Infrastructures (ESI); Certificate Profiles; Part 4: Certificate profile for web site certificates;
- ČSN ETSI EN 319 412-5 Electronic Signatures and Infrastructures (ESI); Certificate Profiles; Part 5: QC Statements;
- ETSI EN 319 412-5 Electronic Signatures and Infrastructures (ESI); Certificate Profiles; Part 5: QCStatements;
- ČSN EN 419 221-5 Protection profiles for TSP Cryptographic modules - Part 5 Cryptographic Module for Trust Services;

- EN 419 221-5 Protection profiles for TSP Cryptographic modules - Part 5 Cryptographic Module for Trust Services;
- ETSI TS 119 411-6 Electronic Signatures and Infrastructures (ESI); Policy and security requirements for Trust Service Providers issuing certificates; Part 6: Requirements for Trust Service Providers issuing publicly trusted S/MIME certificates;
- FIPS PUB 140-2 Requirements for Cryptographic Modules;
- ČSN EN ISO/IEC 15408-1 Informační bezpečnost, kybernetická bezpečnost a ochrana soukromí - Kritéria pro hodnocení bezpečnosti IT - Část 1: Úvod a obecný model;
- ISO/IEC 15408-1:2022 Information security, cybersecurity and privacy protection - Evaluation criteria for IT security - Part 1: Introduction and general model;
- ČSN EN ISO/IEC 15408-2 Informační bezpečnost, kybernetická bezpečnost a ochrana soukromí - Kritéria pro hodnocení bezpečnosti IT - Část 2: Bezpečnostní funkční komponenty;
- ISO/IEC 15408-2:2022 Information security, cybersecurity and privacy protection - Evaluation criteria for IT security - Part 2: Security functional components;
- ČSN EN ISO/IEC 15408-3 Informační bezpečnost, kybernetická bezpečnost a ochrana soukromí - Kritéria pro hodnocení bezpečnosti IT - Část 3: Komponenty bezpečnostních záruk;
- ISO/IEC 15408-3:2022 Information security, cybersecurity and privacy protection - Evaluation criteria for IT security - Part 3: Security assurance components;
- ETSI TS 119 312 Electronic Signatures and Infrastructures (ESI); Cryptographic Suites;
- CA/Browser Forum - Baseline Requirements for the Issuance and Management of Publicly-Trusted S/MIME Certificates;
- ČSN EN ISO/IEC 27006 Information technology – Security techniques – Requirements for bodies providing audit and certification of information security management systems, resp. STN EN ISO/IEC 27006 Information technology. Security techniques. Requirements for bodies providing audit and certification of information security management systems.
- ISO/IEC 17021 Conformity Assessment -- Requirements for Bodies Providing Audit and Certification of Management Systems;
- ISO/IEC 17065 Conformity Assessment -- Requirements for Bodies Certifying Products, Processes and Services.
- ISO 3166-1 Codes for the Representation of Names of Countries and Their Subdivisions – Part 1: Country Codes;
- ITU-T - X.501 Information Technology – Open Systems Interconnection – The Directory: Models;
- ITU-T - X.509 Information Technology – Open Systems Interconnection – The Directory: Public-key and Attribute Certificate Frameworks;
- ITU-T - X.520 Information Technology – Open Systems Interconnection – The Directory: Selected Attribute Types;
- RSA Laboratories - PKCS#10: Certification Request Syntax Standard;

- RFC 6960 X.509 Internet Public Key Infrastructure Online Certificate Status Protocol – OCSP;
- RFC 3647 Internet X.509 Public Key Infrastructure Certificate Policy and Certification Practices Framework;
- RFC 5019 The Lightweight Online Certificate Status Protocol (OCSP) Profile for High-Volume Environments;
- RFC 5280 Internet X.509 Public Key Infrastructure Certificate and Certificate Revocation List (CRL) Profile;
- EN 301 549 Accessibility requirements for ICT products and services.

6.6 Life cycle technical controls

6.6.1 System development controls

System development is carried out in accordance with internal documentation of I.CA.

6.6.2 Security management controls

Information security management and compliance with technical standards are inspected as part of the periodic trust services inspections and also during information security management system (ISMS) audits.

Information security at I.CA is governed by the following standards:

- ČSN EN ISO/IEC 27000 Information technology – Security techniques – Information security management systems – Overview and vocabulary or STN EN ISO/IEC 27000 Information technology. Security techniques. Information security management systems. Overview and vocabulary;
- ČSN EN ISO/IEC 27001 Information security, cybersecurity and privacy protection - Information security management systems – Requirements or STN EN ISO/IEC 27001 Information security, cybersecurity and privacy protection. Information security management systems. Requirements;
- ČSN EN ISO/IEC 27002 Information security, cybersecurity and privacy protection - Information security controls or STN EN ISO/IEC 27002 Information security, cybersecurity and privacy protection. Information security controls.

6.6.3 Life cycle security controls

I.CA takes the Plan-Do-Check-Act (PDCA) procedural approach to life cycle security management; the PDCA approach consists of the following consecutive processes:

- Establishing – defining the scope and the boundaries for information security management, determining a security policy and plans, and choosing security controls depending on the risks identified, all this in accordance with the corporate security policy;
- Implementing and operating – effective and systematic enforcement of the selected security controls;

- Monitoring and reviewing – providing feedback, regular monitoring and evaluation of the successful and the poor aspects of information security management, providing the knowledge gained for the company management for assessment;
- Maintenance and improvement – implementing corrective and improvement measures as decided by the company management.

6.7 Network security controls

Network infrastructure of the operating site is protected with a firewall-type commercial product with an integrated intrusion prevention system. The detailed network security management solution is described in internal documentation of I.CA. All communication between RA and the operating sites is encrypted.

6.8 Time-stamping

See 5.5.5 for the time-stamping solution.

7 CERTIFICATE, CRL AND OCSP PROFILES

7.1 Certificate profile

Table 4 – Certificate basic fields

Field	Content
version	v3 (0x2)
serialNumber	unique serial number of the Certificate
signatureAlgorithm	according to the application type (depending on signature algorithm of the certificate) one of following options: • ***sha256withRSAEncryption*** (with parameters = NULL, pkcs#1 1v5) at minimum; or • ***rsassaPss*** (pkcs#1 2v1) with parameters: – hashAlgorithm: sha256 at minimum; – maskGenAlgorithm: mgf1 with the same hash function as in hashAlgorithm; – saltLength: depending on used hash function; – trailerField: 0xBC (default)
issuer	issuer of the Certificate
validity	
notBefore	start of the Certificate's validity (UTC)
notAfter*	notBefore + at maximum 365 days, or 366 days in case of leap year (UTC)
subject	see Table 5
subjectPublicKeyInfo*	
algorithm	rsaEncryption
subjectPublicKey	2048 bits at minimum
extensions	see Table 6
signature	advanced electronic seal of Certificate's issuer

* Changes to relevant legislation, technical norms or standards may result in changes to the algorithm or minimum key length of the Certificate. Details may be provided in the PKI Disclosure Statement.

Table 5 – Subject field attributes

All attributes[2] of the subject field are taken over from the Certificate application except the attributes created by the Authority.

[2] I.CA SK reserves the right to modify the set of items and the content of the subject field as may be required by updated ETSI standards or third parties (Microsoft, for example).

Part	Subject field attribute	Comments
Mandatary	commonName	mandatory, consisting of givenName and surName attributes appended with text OPRÁVNENIE and with number of the authorization, i.e.: • givenName surName OPRÁVNENIE *xxxx* where *xxxx* is the number of the specific authorization
	givenName	mandatory
	surName	mandatory
	title	optional
	serialNumber (1)	unique identification of the Certificate's subscriber in the Authority's system (ICA - *xxxxxxxx*)
	serialNumber (2)	mandatory, one of options: • IDCss-nnnnnnnn; • PASss-nnnnnnnn; • PNO*ss-yyyyyyyyyy* (the Slovak Republic citizens only); • IDC*ss-DDD-nnnnnnnn;* where: • *ss* is country code (ISO 3166); • *nnnnnnnn* is the document number; • *yyyyyyyyyy* is birth certification number; • *DDD* is specification of identification card type
	serialNumber (3)	optional and if serialNumber (2) attribute contains birth certification number one of following options: • IDCss-nnnnnnnn, • PASss-nnnnnnnn, where: • *ss* is country code (does not have to be identical to countryName attribute); • *nnnnnnn* is the document number
Employer* **	serialNumber (4)	optional, identification data of mandatary's employer (or mandatary operates or acts for

		this organization according to special regulation): • NTR*ss-id*, (**N**ational **T**rade **R**egister, i.e., IČ), where: • *ss* is country code (ISO 3166), • *id* is identification number of the organization in the specific register
	organizationName	natural person not doing business: must not be specified; employee of the Organization, natural person doing business (OSVČ): mandatory, single occurrence Note: mandatary's employer (or mandatary operates or acts for this organization according to special regulation) if mandatary provides his services as natural person his first name and surname (as entered in register) is entered
	organizationIdentifier	natural person not doing business: must not be specified; employee of the Organization, natural person doing business (OSVČ): mandatory: identification data of mandatary's employer (or mandatary operates or acts for this organization according to special regulation): • NTR*ss-id*, (**N**ational **T**rade **R**egister, i.e., IČ), where: • *ss* is country code (ISO 3166), • *id* is identification number of the organization in the specific register
	organizationalUnitName	natural person not doing business: must not be specified; employee of the Organization, natural person doing business (OSVČ): optional, name of partial organizational unit
	countryName*	mandatory, country code (ISO 3166), single occurrence
	stateOrProvinceName*	optional, single occurrence

	localityName*	optional; single occurrence
	streetAddress*	optional; single occurrence in case of S/MIME BR type certificate: only if attributes localityName or stateOrProvinceName are given
	postalCode*	optional; single occurrence
Mandator**		specified if the directoryName attribute of the subjectAlternativeName extension is not specified (see tab. 6)
	givenName	natural person: mandatory others: must not be specified
	surName	natural person: mandatory others: must not be specified
	serialNumber (5)	natural person: mandatory, one of following options: • IDC*ss-nnnnnnnn;* • PAS*ss-nnnnnnnn;* • PNO*ss-yyyyyyyyyy* (the Slovak Republic citizens only); • IDC*ss-DDD-nnnnnnnn;* where: • *ss* is country code (ISO 3166); • *nnnnnnnn* is the document number; • *yyyyyyyyyy* is birth certification number; • *DD* is specification of identification card type; for subscribers other than natural persons the attribute must not be specified
	serialNumber (6)	optional and if serialNumber (5) attribute contains birth certification number one of following options: • IDC*ss-nnnnnnnn;* • PAS*ss-nnnnnnnn;* • IDC*ss-DDD-nnnnnnnn;* where: • *ss* is country code (ISO 3166); • *nnnnnnnn* is the document number;

		• *DDD* is specification of identification card type
	serialNumber (7)	mandatory in case of employee or legal person/public authority: • NTR*ss-id*, (**N**ational **T**rade **R**egister, i.e., IČ), where: • *ss* is country code (ISO 3166), • i*d* is identification number of the organization in the specific register
	organizationName	natural person not doing business: must not be specified; natural person doing business (OSVČ), employee or legal person/ public authority: mandatory: • MANDANT *mandator's employer*; e.g., MANDANT Company Ltd.
	organizationIdentifier	natural person not doing business: must not be specified; natural person doing business (OSVČ), eemployee or legal person/ public authority: mandatory: • NTR*ss-id*, (**N**ational **T**rade **R**egister, i.e., IČ), where: • *ss* is country code (ISO 3166), • *id* is identification number of the organization in the specific register

* The attributes countryName, stateOrProvinceName, localityName, streetAddress and postalCode relate to data verified during initial identity autentication of natural person – mandatary (see 3.2.3).

** Content of mandator relating attributes always starts with word MANDANT followed by one space, i.e., MANDANT Jan Poslušný.

*** The "Employer" section is optional within the "Mandatary" section.

7.1.1 Version number(s)

Any Certificate issued complies with standard X.509, version 3.

7.1.2 Certificate extensions

Table 6 – Certificate extensions[3]

Extension	Content	Comments
certificatePolicies		non-critical
.policyInformation (1)		
policyIdentifier	see 1.2	I.CA policy OID
policyQualifiers		
cPSuri	http://www.ica.cz	
.policyInformation (2)		
policyIdentifier	1.3.158.36061701.0.0.0.1.2.2	NBÚ SR policy OID
policyQualifiers		
userNotice	EN: This is a qualified certificate for electronic signature according to Regulation (EU) No 910/2014. SK: Kvalifikovany certifikat pre elektronicky podpis v sulade s nariadenim (EU) č. 910/2014.	issuer can change the text depending on the Slovak Republic legislation requirements
.policyInformation (3)		
policyIdentifier	1.3.158.36061701.1.1.*xxxx*	specific mandatary policy *xxxx* – specific authorization number
userNotice*	EN: Authorization *xxxx N*, SK: Opravnenie *xxxx N*	*xxxx* – specific authorization number *N* – specific name of authorization
.policyInformation (4)		
policyIdentifier	OID (QCP-n-qscd): 0.4.0.194112.1.2	ETSI policy OID (private key is generated and stored on QSCD)
.policyInformation (5)		in case of S/MIME BR type certificate (Multipurpose)
policyIdentifier	one of following options: • Sponsor-validated: 2.23.140.1.5.3.2;	

[3] I.CA SK reserves the right to modify the set and the content of Certificate extensions as may be required by updated ETSI standards or third parties (Microsoft, for example).

	• Individual-validated: 2.23.140.1.5.4.2	
QCStatements		non-critical
	0.4.0.1862.1.1	Id-etsi-qcs-QcCompliance
	0.4.0.1862.1.4	Id-etsi-qcs-QcSSCD; specified if the private key is generated and stored on QSCD
	0.4.0.1862.1.5	id-etsi-qcs-QcPDS; link (URI, https) to disclosure statement (PDS)
	0.4.0.1862.1.6 = 0.4.0.1862.1.6.1	id-etsi-qcs-QcType = id-etsi-qct-esign
CRLDistributionPoints**	http://qcrldp1.ica.cz/qcask*YY*_rsa.crl http://qcrldp2.ica.cz/qcask*YY*_rsa.crl http://qcrldp3.ica.cz/qcask*YY*_rsa.crl	non-critical
authorityInformationAccess		non-critical
id-ad-ocsp**	http://ocsp.ica.cz/qcask*YY*_rsa	
id-ad-caIssuers**	http://q.ica.cz/qcask*YY*_rsa.cer	
id-ad-caIssuers	directoryName.serialNumber = **TLISK-yyy**	optional yyy – number assigned by supervisory body
basicConstraints		non-critical
cA	False	
keyUsage	other cases: depending on the content of Certificate application - one of following options: • digitalSignature, nonRepudiation; • digitalSignature, nonRepudiation and keyEncipherment****	critical, mandatory if this extension is missing in the application, the following will be added: • digitalSignature, nonRepudiation

extendedKeyUsage	depending on the content of Certificate application - one of following options: • id-kp-emailProtection; • id-kp-emailProtection and ms-DocumentSigning	non-critical, mandatory if EKU is not specified in the application, or if id-kp-emailProtection is not specified in the EKU, the following will be added: • id-kp-emailProtection
subjectKeyIdentifier	hash of the public key (subjectPublicKey) in the Certificate	non-critical
authorityKeyIdentifier		non-critical
keyIdentifier	hash of the Authority's public key	
subjectAlternativeName		non-critical
otherName	ICA user ID (1.3.6.1.4.1.23624.4.6): *xxxxxxxx****	I.CA OID
otherName	MPSV IK (1.3.6.1.4.1.11801.2.1): numerical identifier supplied by MPSV	optional
rfc822Name	e-mail address	optional; multiple occurrences permitted
directoryName		specified if the Mandator part is not specified in the subject field of the certificate (see table 5)
serialNumber	personal number or identifier of certificate subscriber - mandatary	optional; multiple occurrences permitted
organizationName	the name of the organization that assigns and registers the personal number of the mandatary (i.e. without the MANDANT prefix)	optional

organizationIdentifier	the number of the organization that assigns and registers the personal number of the mandatary (i.e. without the MANDANT prefix)	optional format NTRss-id - see description of the subject field attribute organizationIdentifier in part Mandator
nsComment	QSCD identification number	non-critical, optional – creates Authority when generating and storing of the private key on QSCD (smartcard Starcos type) was verified
I.CA Certificates Interconnection (1.3.6.1.4.1.23624. 4.7)	data identifying interconnected certificates	I.CA OID non-critical included when more types of certificates are issued to one subject – interconnection between subject and issued certificates

* English text is optional and is entered only if it is contained in register of authorizations.

** *YY* – the last two digits of the year the Authority's certificate is issued.

*** It is a selected sub-string from the subject field's serialNumber attribute created by the Authority (see Table 5).

**** Last option (containing setting keyEncipherment bit) for keyUsage cannot be used when the key is generated and stored on Starcos 3.5 (or higher) smartcard.

For extensions containing URLs (where relevant), an additional URL can be added to obtain the object.

7.1.3 Algorithm object identifiers

The algorithms used in providing trust services comply with the relevant technical standards.

7.1.4 Name forms

Name forms included in the Authority-issued Certificates comply with RFC 5280. The provisions of 3.1 also apply.

7.1.5 Name constraints

Not applicable for Certificates issued to end users.

7.1.6 Certificate policy object identifier

I.CA SK inserts in the Certificates issued the following certificate policy object identifiers:

- OID of the I.CA SK certificate policy under which the Certificate is issued;
- OID of the NBÚ SR certificate policy;
- OID of the specific mandatary policy;
- OID of the relevant certificate policy defined by ETSI EN 319 411-2 for a certificate issued to the natural person with regard to the storing of the private key and declaring that the Certificate is in compliance with eIDAS;
- OID of the relevant policy specified by S/MIME BR and MTRP in case of S/MIME BR type certificates.

7.1.7 Usage of Policy Constraints extension

Not applicable for Certificates issued to end users.

7.1.8 Policy qualifier syntax and semantics

See Certificate extensions in 7.1.2 above.

7.1.9 Processing semantics for the critical certificate policies extension

Not applicable for this document, extension not classified as critical.

7.2 CRL profile

Table 7 – CRL profile[4]

Field	Content
version	v2(0x1)
signatureAlgorithm	sha256WithRSAEncryption at minimum
issuer	issuer of the CRL
thisUpdate	date and time when the CRL was released (UTC)
nextUpdate*	date and expected time when the next CRL will be released (UTC)
revokedCertificates	list of revoked certificates
userCertificate	revoked certificate's serial number
revocationDate	certificate revocation date and time
crlEntryExtensions	list attribute extensions – see Table 8
crlExtensions	CRL extensions – see Table 8

[4] I.CA SK reserves the right to modify the set of the fields and the content of the CRL as may be required by updated ETSI standards or third parties (Microsoft, for example).

signature	advanced electronic seal of CRL's issuer

* In case of root CA thisUpdate + 365 days at maximum, in case of subordinate CA thisUpdate + 24 hours at maximum.

7.2.1 Version number(s)

Certificate revocation lists are issued pursuant to X.509, version 2.

7.2.2 CRL and CRL entry extensions

Table 8 – CRL Extensions[5]

Extension	Content	Comments
crlEntryExtensions		
CRLReason*	certificate revocation reason as the *certificateHold* reason is not admissible, it is not used another reason than unspecified (0) is given when subordinate CA's certificate is revoked	non-critical; optional
crlExtensions		
authorityKeyIdentifier		
keyIdentifier	hash of the CRL issuer's public key	non-critical
CRLNumber	unique number of the CRL to be released	non-critical

* For end user certificates, only the following CRLReason codes are used (according to the individual reasons for revocation - see chapter 4.9.1.1):

- keyCompromise (RFC 5280 CRLReason #1);
- affiliationChanged (RFC 5280 CRLReason #3);
- superseded (RFC 5280 CRLReason #4);
- cessationOfOperation (RFC 5280 CRLReason #5);
- privilegeWithdrawn (RFC 5280 CRLReason #9) – this code cannot be used directly by Certificate subscriber, it is determined by CA (no later than July 15, 2023).

If the user certificate revocation reason is unspecified (RFC 5280 CRLReason #0), the reasonCode extension is not specified for the item in accordance with the RFC5280 recommendation.

Actualization of revocation code and date of previously revoked CRL entries, when verifiable proof of key compromise is obtained, is not implemented.

[5] I.CA SK reserves the right to modify the set and the content of the CRL extensions as may be required by updated ETSI standards or third parties (Microsoft, for example).

7.3 OCSP profile

Both the OCSP request profile and the OCSP response profile comply with RFC 6960 and RFC 5019.

OCSP responses are of the BasicOCSPResponse type and contain all mandatory fields. An optional revocationReason field is included for revoked certificates. The unAuthorized response is given for any certificate not issued by the relevant CA.

Http only is used as the transmission protocol.

See the relevant certification practice statement for more detail.

7.3.1 Version number(s)

Version 1 is specified in a certificate status request and response using the OCSP protocol.

7.3.2 OCSP extensions

The specific extensions for OCSP protocol certificate status requests and responses are given in the relevant certification practice statement.

8 CONFORMITY ASSESSMENTS AND OTHER ASSESSMENTS

8.1 Frequency or circumstances of assessment

The assessment interval and circumstances are defined in trust services legislation and the technical standards referred to therein regulating the assessment procedure.

The Microsoft Trusted Root Program assessment interval and circumstances are strictly defined by Microsoft, and the audit period is not longer than one year.

The intervals for other assessments are specified in the relevant technical standards.

8.2 Identity/qualifications of assessor

The identity (accredited conformity assessment entity) and the qualification of the assessor carrying out the assessment pursuant to trust services legislation are defined in this legislation and the technical standards referred to therein.

The identity (accredited conformity assessment entity) and the qualification of the assessor carrying out assessment defined by Microsoft Trusted Root Program are described in ETSI EN 319 403-1.

The qualification of the assessor carrying out other assessments is specified in the relevant technical standards.

8.3 Assessor's relationship to assessed entity

Internal assessor is not subordinate to the organizational unit which provides the operation of trust services.

External assessor is an assessor without any ties to I.CA or I.CA SK both through property and person.

8.4 Topics covered by assessment

The areas to be assessed in an assessment required under trust services legislation are those as specified in that legislation.

The areas to be assessed in an assessment required for Microsoft Trusted Root Program are strictly given by requirements of Microsoft Company.

The areas to be assessed in any other assessment are specified in the technical standards under which the assessment is made.

8.5 Actions taken as a result of deficiency

The findings in any type of assessment are communicated to the I.CA security manager and managing director of I.CA SK, who makes sure that any defect identified is remedied. If defects

are identified that critically prevent the provision of a specific trust service, I.CA or I.CA SK must suspend that service until the defects are remedied.

8.6 Communication of results

Assessment result notification is subject to the requirements of trust services legislation and the relevant technical standards; the notification of Microsoft Trusted Root Program assessment results is subject to Microsoft requirements.

Assessments results are notified as a written report handed over by the assessor to CEO of I.CA or the security manager of I.CA, or to the managing director of I.CA SK.

The I.CA security manager calls a security committee meeting as soon as possible and communicates the final report at the meeting; company management members must attend the meeting.

8.7 Self audits

On at least quarterly basis, with the intervals immediately following each other, a randomly selected sample consisting of at least the greater number of the following options:

- thirty Certificates issued in the evaluation period; or
- three percent of the Certificates issued in the evaluation period;

a monitoring of adherence to this CP, corresponding CPS and S/MIME BR is performed. A report is created on the result.

If possible, a Linting process is used to verify the technical accuracy of the issued Certificates. The sample of Certificates is set independently of previous linting.

8.8 Review of delegated parties

I.CA performs on at least an annual basis monitoring of the delegated parties which do not undergo a regular annual audit whether they are in compliance with the provided relevant normative documents, corresponding certificate policies, certification practice statement and relevant internal documentation. In case of violation of the obligations set out in the above documents, contractual penalties are applied, or the contract with the supplier is immediately terminated. A protocol is created about the monitoring carried out.

9 OTHER BUSINESS AND LEGAL MATTERS

9.1 Fees

9.1.1 Certificate issuance or renewal fees

The fees for Certificate issuance are given in the current price list, which is available on the web information address of I.CA SK or in the contract if there is a contract between I.CA SK and the Organization. Certificate renewal is not provided.

9.1.2 Certificate access fees

No fee is charged by I.CA or I.CA SK for electronic access to the Certificates issued under this CP.

9.1.3 Revocation or status information access fees

No fee is charged by I.CA or I.CA SK for electronic access to revocation information (CRL) and status information about the Certificates issued by the Authority.

9.1.4 Fees for other services

Not applicable for this document.

9.1.5 Refund policy

Not applicable for this document.

9.2 Financial responsibility

9.2.1 Insurance coverage

I.CA represents that it holds a valid business risk insurance policy that covers financial damage.

I.CA has drawn an employee liability insurance policy for each employee, with a scope of coverage as determined by the company's board of directors.

9.2.2 Other assets

I.CA represents that it has available financial resources and other financial assurances sufficient for providing trust services, including the trust services provided by I.CA SK, given the risk of a liability-for-damage claim.

See the Annual Report of První certifikační autorita, a.s., published in Commercial Register for detailed information on the company's assets.

9.2.3 Insurance or warranty coverage for end-entities

Not applicable for this document.

9.3 Confidentiality of business information

9.3.1 Scope of confidential information

Confidential information of I.CA or I.CA SK covers any information other than public information and other than that published in the manner pursuant to 2.2, including:

- All private keys, which are employed in providing trust services;
- Business information of I.CA or I.CA SK;
- Any internal information and documentation;
- Any personal data.

9.3.2 Information not within the scope of confidential information

Public information is marked as public or published in the manner pursuant to 2.2.

9.3.3 Responsibility to protect confidential information

I.CA or I.CA SK employee who comes in contact with confidential information may not disclose the same to a third party without consent of CEO of I.CA or managing director of I.CA SK.

9.4 Privacy of personal information

9.4.1 Privacy plan

I.CA or I.CA SK protects personal data and other non-public information in accordance with the relevant legislation, that is ZOOÚ and GDPR in particular. Information on the client's personal data protection policy is provided in the document "Principles for Clients' Personal Data Processing" displayed on the company's website - see chapter 2.2.

9.4.2 Information treated as private

Any personal data subject to protection under relevant legislation is treated as private.

I.CA or I.CA SK employees or the entities defined by relevant legislation that come into contact with personal data must maintain confidentiality of these data and the security controls the disclosure of which would put the security of these data at risk. The confidentiality duty survives the termination of employment or other similar relationship, or the completion of pertinent work.

9.4.3 Information not deemed private

Any information outside the scope of relevant legislation is not considered personal data.

9.4.4 Responsibility to protect private information

CEO of I.CA or managing director of I.CA SK are responsible for the protection of personal data.

9.4.5 Notice and consent to use private information

I.CA or I.CA SK deals with the notifying of personal data use and consents to personal data processing in accordance with the relevant legislation.

9.4.6 Disclosure pursuant to judicial or administrative process

I.CA or I.CA SK discloses personal data for judicial or administrative purpose in accordance with the relevant legislation.

9.4.7 Other Information disclosure circumstances

I.CA or I.CA SK provides access to personal data strictly as regulated in relevant legislation.

9.5 Intellectual property rights

This CP, all related documents, the website content and the procedures facilitating the operation of trustworthy systems supporting trust services are copyrighted by I.CA or I.CA SK and are important know-how thereof.

9.6 Representations and warranties

9.6.1 CA Representations and warranties

I.CA SK warrants that:

- It will use the certification authorities' private keys solely for issuing certificates to end users (except I.CA root certification authority), issuing their certificate revocation lists and issuing their OCSP responder certificates;
- It will use the private keys of certification authorities' OCSP responders solely in the processes of providing responses to certificate status requests;
- Certificates meet the statutory trust services requirements and those of the relevant technical standards;
- It will revoke any issued Certificate if the revocation request is filed in the manner defined in this CP.

All warranties and the performance resulting therefrom may only be recognized on condition that:

- The Certificate's subscriber did not violate any obligation arising from Service contract and this CP;
- The relying party did not violate any obligation arising from this CP;

The subscriber of a Certificate issued under this CP must always make his warranty claim with the RA which handled his application for the Certificate.

I.CA SK represents and warrants, vis-à-vis Certificate's subscribers and all relying parties, that I.CA SK will observe its CPs and corresponding CPS in issuing Certificates and administering the same throughout their periods of validity.

The warranties include:

- Verification of authorization to apply for the Certificate;
- Validation of the Certificate subscriber's control over the e-mail box with the address specified in the Certificate;
- Validation of the data provided in the Certificate application, including checking the completion of the items contained in the application (PKCS#10 format) and identity;
- Compliance of the Certificate issuance contract with applicable legislation;
- 24x7 operation of the certificate status information repository;
- Ensuring that the Certificate may be revoked for reasons specified in trust services legislation and this CP;
- Possibility to revoke the Certificate for the reasons specified in the trust service legislation and in this CP.

9.6.2 RA representations and warranties

The designated RA:

- Assumes the obligation that the services which the RA provides are correct;
- Does not accept the Certificate application if the applicant refuses to provide necessary data or is not authorized to submit the application;
- Is responsible for passing a hand-delivered Certificate revocation application to an Authority office in due time for the office to handle the application;
- Is responsible for handling objections and complaints.

9.6.3 Subscriber representations and warranties

The subscriber representations and warranties are stated in the contract between I.CA SK and the Certificate's subscriber.

9.6.4 Relying parties representations and warranties

Relying parties observe this CP.

9.6.5 Representations and warranties of other participants

Not applicable for this document.

9.7 Disclaimers of warranties

I.CA SK provides only the warranties as given in 9.6.

9.8 Limitations of liability

I.CA or I.CA SK is not responsible for any damage suffered by relying parties where the relying party breaches its obligations under trust services legislation and particular CP. I.CA or I.CA SK is also not responsible for any damage resulting from breach of its obligations as a result of force majeure.

9.9 Indemnities

Applicable for the provision of trust services are the relevant provisions of the current legislation regulating provider–consumer relations and the warranties agreed between I.CA SK and the applicant for the Service. The contract must not be in conflict with current legislation and must always take an electronic or printed form.

I.CA or I.CA SK:

- Undertakes to discharge all the obligations defined in relevant legislation (including trust services legislation) and those in the relevant policies;
- Gives the aforesaid warranties throughout the term of the contract of trust services;
- Agrees that the application software suppliers with a valid contract with I.CA for the distribution of the root certificate assume no obligation or liability, except for where damage or loss is directly attributable to the software of that supplier.

I.CA or I.CA SK is **not responsible for:**

- Any defect in the services rendered which is due to the Certificate subscriber's incorrect or unauthorized use of the services rendered under the Service contract, particularly for any use contrary to the terms and conditions specified in this CP, and for any defect due to force majeure, including a temporary telecommunication connection failure;
- Any damage resulting from using the Certificate after filing the application for that certificate's revocation if I.CA SK meets the defined time limit for publishing the revoked Certificate on the list of revoked certificates (CRL or OCSP).

Claims and complaints may be submitted by:

- E-mail to reklamace@ica.cz;
- Registered post letter to the registered office of the company;
- Hand at the registered office of the company.

The party making the claim or complaint (subscriber of the Certificate or the relying party) must provide:

- Most concise description of the defect and its symptoms;
- Serial number of the product complained about;
- Suggestion how the claim/complaint should be resolved.

I.CA SK will decide the claim/complaint within three business days of receiving it. The decision will be communicated to the party making the claim/complaint by e-mail, data box message or registered post letter unless the parties agree otherwise.

The claim/complaint, including the defect, will be dealt with without undue delay, within 30 days of the date of the claim/complaint unless the parties agree otherwise.

The subscriber will be provided with a new Certificate free of charge if:

- There is reasonable suspicion that the certification authority's private key has been compromised;
- The management of I.CA or managing director of I.CA SK decide so taking account of the circumstances of the case;
- The Authority finds out, in the Certificate application acceptance procedure, that a different Certificate with a duplicate public key exists.

Any other possible compensation is based on the relevant legislation and the amount of damage and may be determined by court.

9.10 Term and termination

9.10.1 Term

This CP takes force on the date specified in chapter 10 and remains in force no shorter than the expiration of the last Certificate issued under this CP.

9.10.2 Termination

Jointly CEO of I.CA and managing director of I.CA SK are authorized to approve the termination of this CP.

9.10.3 Effect of termination and survival

The obligations of I.CA SK arising from CP survive the expiration thereof until the expiration of the last Certificate issued under this CP.

9.11 Individual notices and communications with participants

For individual notices and communication with the participating parties, I.CA SK may use the e-mail and postal addresses and the phone numbers provided by the participating parties, personal meetings and other channels.

Communication with I.CA SK is also possible through the channels specified on the web information address.

9.12 Amendments

9.12.1 Amending procedure

This procedure is a controlled process described in an internal documentation of I.CA.

9.12.2 Notification mechanism and period

The release of a new CP version is always notified as published information.

9.12.3 Circumstances under which OID must be changed

CP's OID must be changed when the changes of CP materially reduce the assurance that the Certificate is trusted and will have a significant effect on the acceptability of the Certificate in compliance with trust services legislation.

Any change to this CP results in a new version of the document.

9.13 Disputes resolution provisions

If the Certificate's subscriber or the relying party disagrees with the proposed way of resolving the dispute, they may use the following levels of appeal:

- RA employee in charge;
- I.CA SK employee in charge (electronic or written filing is required);
- Managing director of I.CA SK or CEO of I.CA (electronic or written filing is required).

This procedure provides the dissenting party with an opportunity to assert its opinion more swiftly than before a court.

9.14 Governing law

The business of I.CA SK is governed by the legal order of the Slovak Republic.

9.15 Compliance with applicable law

The system of providing trust services is in compliance with the legislation EU, the Czech Republic, the Slovak Republic and all relevant international standards.

9.16 Miscellaneous provisions

9.16.1 Entire agreement

Not applicable for this document.

9.16.2 Assignment

Not applicable for this document.

9.16.3 Severability

If there is a conflict between the requirements of the S/MIME BR or the referenced technical standards and the applicable legal regulation, the requirements specified in this CP will be minimized so that they are valid and in accordance with this applicable legal regulation. Immediately, and before the first issuance of the Certificate under the modified rules, a new version of the CP will be issued and a reference to the legal regulation that required the modification and a description of this modification will be added at the end of this chapter. Also,

before the first issuance of the Certificate under the modified rules, a report on the modification will be sent to the CA/Browser Forum.

The modification of requirements made in accordance with these rules shall cease to apply if the corresponding provision of the legal regulation ceases to apply or if the requirements of the S/MIME BR or the referenced technical standards are changed.

All modifications and notifications mentioned above will be done within ninety days.

9.16.4 Enforcement (attorneys' fees and waiver of rights)

Not applicable for this document.

9.16.5 Force Majeure

I.CA SK is not responsible for breaching its obligations arising from Service contract if it is the result of force majeure, such as major natural disaster, major disaster caused by human activity, strike or civil unrest always followed by the declaration of a situation of emergency, or the declaration of threat to state or a state of war, or communication failure.

9.17 Other provisions

Not applicable for this document.

10 FINAL PROVISIONS

This certificate policy issued by I.CA SK company takes force and effect on the date mentioned above in Table 1.