



الإمارات العربية المتحدة United Arab Emirates

Guideline

Certification Practice Statement Table of Contents

Version 1.0

Issue Date: 30 January 2008

Copyright © 2008 Telecommunications Regulatory Authority (TRA). All rights reserved.
P O Box 26662, Abu Dhabi, United Arab Emirates (UAE)
www.tra.ae

Revision Control

Version	Issue Date	Reason for Revision
1.0	30 January 2008	First Release of Guideline

DRAFT

Introduction

The Telecommunications Regulatory Authority ("TRA") of the United Arab Emirates (U.A.E.), in accordance with the Federal Law No. (1) of 2006 on Electronic Commerce and Transactions (the "Act") and based on Cabinet Decision 8/291 of 2006 dated October 15, 2006 on the appointment of the TRA as the authority with responsibilities relating to the licensing, approval, monitoring and overseeing of the activities of Certification Service Providers, and in reference to the Minister of Economy's Decision **No. xx dated yyyy** on adopting the Certification Service Provider Regulations pursuant to Article 22 of the Act and Minister of Economy's Decision **No. XX dated YYYY** on adopting the Certification Service Provider Regulatory Policies, Procedures and Guidelines, and with the objective of establishing guidelines to assist Certification Service Providers in preparing their Certification Practice Statement(s), hereby issues the following Guidelines.

All Certification Practice Statements must be compliant with the requirements and objectives of the Act and the *Certification Service Provider Regulations* and any related regulatory policies and guidelines enacted pursuant to the Act. These Guidelines are not to be construed as exclusive or exhaustive.

All Certification Practice Statements are subject to review by the TRA.

[INSERT NAME OF CERTIFICATION SERVICE PROVIDER]

[INSERT LOGO OF CERTIFICATION SERVICE PROVIDER]

DRAFT

CERTIFICATION PRACTICE STATEMENT

VERSION [●]
[INSERT DATE]

Revision History

Version	Issue Date	Reason for Revision

DRAFT

CERTIFICATION PRACTICE STATEMENT TABLE OF CONTENTS

1 INTRODUCTION

1.1 OVERVIEW.

This Certification Practice Statement (“CPS”) for [insert name of Certification Service Provider] states the practices that [insert name of Certification Service Provider] utilizes in issuing and managing certificates and carrying out its responsibilities and obligations as a Certification Service Provider (“CSP”). This CPS also outlines the technical, operational, procedural and personnel policies and practices of [insert name of Certification Service Provider].

1.2 SUBMISSION AND PUBLICATION.

This CPS was submitted to the Telecommunications Regulatory Authority (“TRA”) of the United Arab Emirates (“UAE”) on [insert date of submission] and is available to the public online at [insert Repository internet address].

1.3 COMMUNITY AND APPLICABILITY.

[Describe actors involved in the certification process (the Certification Service Provider itself, Signatories, Relying Parties, etc.) and summarize their roles. Outline classes of Electronic Attestation Certificates available through the Certification Service Provider and their key attributes.]

1.4 CONTACT INFORMATION.

Any questions regarding this CPS may be directed to [insert name of Certification Service Provider] by mail at [insert mailing address of Certification Service Provider] or via email at [insert email address of Certification Service Provider].

2 GENERAL PROVISIONS

2.1 OBLIGATIONS.

2.2 LIABILITIES.

2.3 FINANCIAL RESPONSIBILITY.

2.4 INTERPRETATION AND ENFORCEMENT.

2.5 FEES.

2.6 PUBLICATION AND REPOSITORY.

2.7 COMPLIANCE AUDITS.

2.8 CONFIDENTIALITY AND PRIVACY OBLIGATIONS.

2.9 INTELLECTUAL PROPERTY RIGHTS.

3 IDENTIFICATION AND AUTHENTICATION

3.1 INITIAL APPLICATION.

3.1.1 *Types of Names Used in Certificates to Identify Signatory*

3.1.2 *Names to be Meaningful and Unique to Signatory*

3.1.3 *Procedures Used for Verification of Signatory Identity*

3.1.4 *Method for Proving Possession of Private Key*

3.2 CERTIFICATE RENEWALS.

3.3 CERTIFICATE SUSPENSION REQUESTS.

3.4 CERTIFICATE REVOCATION REQUESTS.

4 OPERATIONAL REQUIREMENTS

4.1 CERTIFICATE APPLICATION AND RENEWAL PROCESS.

4.2 CERTIFICATE ISSUANCE PROCESS.

4.3 KEY ISSUANCE PROCESS.

4.4 CERTIFICATE ACCEPTANCE PROCESS.

4.5 CERTIFICATE SUSPENSION AND REVOCATION PROCESS.

4.6 INFORMATION AND RECORDS ARCHIVAL.

4.7 KEY CHANGEOVER PROCESS.

4.8 DISASTER RECOVERY AND KEY COMPROMISE PROCEDURES.

4.9 TERMINATION OF CERTIFICATION SERVICE PROVIDER OPERATIONS.

5 PHYSICAL, PROCEDURAL AND PERSONNEL SECURITY CONTROLS

5.1 PHYSICAL SECURITY CONTROLS.

5.2 PROCEDURAL SECURITY CONTROLS.

5.3 PERSONNEL SECURITY CONTROLS.

5.4 SECURITY AUDIT PROCESS.

6 TECHNICAL SECURITY CONTROLS

6.1 KEY PAIR GENERATION AND INSTALLATION.

6.2 PRIVATE KEY PROTECTION CONTROLS.

6.3 OTHER ASPECTS OF KEY PAIR MANAGEMENT.

6.4 KEY ACTIVATION DATA.

6.5 COMPUTER SECURITY CONTROLS.

6.6 NETWORK SECURITY CONTROLS.

6.7 LIFE CYCLE SECURITY CONTROLS.

7 CERTIFICATE AND CERTIFICATE REVOCATION LIST (CRL) PROFILES

7.1 CERTIFICATE PROFILE.

7.2 CRL PROFILE.

8 ADMINISTRATION OF THE CPS

APPENDICES TO THIS CPS

[Include the following documents and information as Appendices to this CPS]

I. GLOSSARY OF TERMS

[Define each of the terms used in the CPS]

II. CERTIFICATE PROFILES

[Profile of the format for each certificate issued by the Certification Service Provider]

III. CRL PROFILE

[Profile of the CRL used by the Certification Service Provider]

IV. SIGNATORY CONTRACT

[A copy of the contract between the Certification Service Provider and the Signatory]