# Annex F

Trust Service Providers Information – Regulation EU 910/2014 (eIDAS)

**Part 1 – Registration**

This part applies only to Trust Service Provider which apply for certification according to Regulation EU 910/2014 (commonly known as eIDAS Regulation) and supporting standards ETSI EN 319 4xx.

Please fill-in the following information. **For sections 1 to 7 check the description (a, b or c) which best describes your organization. In case of multiple sites, which have significant differences between them, please fill in a separate Annex F form for each different site.**

|  |
| --- |
| Factors related to business and organization (other than IT) |
| 1. Complexity of the ISMS (e.g. criticality of information, risk situation of the ISMS, etc.)
 | Check |
| a) | Only little sensitive or confidential information, low availability requirementsFew critical assets (in terms of CIA)Only one key business process with few interfaces and few business units involved | ... |
| b) | Higher availability requirements or some sensitive / confidential informationSome critical assets2-3 simple business processes with few interfaces and few business units involved | ... |
| c) | Higher amount of sensitive or confidential information (e.g. health, personally identifiable information, insurance, banking) or high availability requirementsMany critical assetsMore than 2 complex processes with many interfaces and business units involved | ... |
| 1. The type(s) of business performed within scope of the ISMS
 |
| a) | Low risk business without regulatory requirements | ... |
| b) | High regulatory requirements | ... |
| c) | High risk business with (only) limited regulatory requirements | ... |
| 1. Previously demonstrated performance of the ISMS
 |
| a) | Recently certifiedNot certified but ISMS fully implemented over several audit and improvement cycles, including documented internal audits, management reviews and effective continual improvement system | ... |
| b) | Recent surveillance auditNot certified but partially implemented ISMS: Some management system tools are available and implemented; some continual improvement processes are in place but partially documented | ... |
| c) | No certification and no recent auditsISMS is new and not fully established (e.g. lack of management system specific control mechanisms, immature continual improvement processes, ad hoc process execution) | ... |

--- part 1 continues to page 2 ---

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| Factors related to IT environment |
| 1. Extent and diversity of technology utilized in the implementation of the various components of the ISMS (e.g. number of different IT platforms, number of segregated networks)
 |
| a) | Highly standardized environment with low diversity (few IT platforms, servers, operating systems, databases, networks, etc.) | ... |
| b) | Standardized but diverse IT platforms, servers, operating systems, databases, networks | ... |
| c) | High diversity or complexity of IT (e.g. many different segments of networks, types of servers or databases, number of key applications) | ... |
| 1. Extent of outsourcing and third party arrangements used within the scope of the ISMS
 |
| a) | No outsourcing and little dependency on suppliers, orWell-defined, managed and monitored outsourcing arrangementsOutsourcer has a certified ISMSRelevant independent assurance reports are available | ... |
| b) | Several partly managed outsourcing arrangements | ... |
| c) | High dependency on outsourcing or suppliers with large impact on important business activities, orUnknown amount or extent of outsourcing, orSeveral unmanaged outsourcing arrangements | ... |
| 1. Extent of information system development
 |
| a) | No in-house system developmentUse of standardized software platforms | ... |
| b) | Use of standardized software plat- forms with complex configuration / parameterization(Highly) customized softwareSome development activities (in-house or outsourced) | ... |
| c) | Extensive internal software development activities with several ongoing projects for important business purpose | ... |
| Multi-site Information |
| 1. Number of sites and number of Disaster Recovery (DR) sites
 |
| a) | Low availability requirements and no or one alternative DR site | ... |
| b) | Medium or High availability requirements and no or one alternative DR site | ... |
| c) | High availability requirements e.g. 24/7 servicesSeveral alternative DR sitesSeveral Data Centers | ... |

--- part 1 continues to page 3 ---

|  |
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| HSM Information |
|  | HSM Site(only sites which host Hardware Secure Modules) | Number of HSMs at this site | Are any private keys loaded in these HSMs? | Are HSMs at this site managed similarly to HSMs in the other sites? |
|  | ... | ... | ... | ... |
|  | ... | ... | ... | ... |
|  | ... | ... | ... | ... |
| Remote HSM |
| 1. Remote signature HSMs in the organization’s infrastructure or externally but operating within organization’s responsibility
 |
| ... |
| National Trusted List |
| 1. Services declared to the national supervisory body (i.e. EETT) for inclusion in the Trusted List
 |
| ... |
| 1. CAs declared to the national supervisory body for inclusion in the Trusted List (in case Creation of Certificates is provisioned)
 |
| ... |
| Ca Hierarchy and Sizing |
| 1. Complete hierarchy of all the organization’s Certification Authorities issued (in case Creation of Certificates is provisioned)
 |
| ... |
| 1. Number of Certificates issued per class / type (in case Creation of Certificates is provisioned)
 |
| ... |
| Certification-related options |
| 1. Full surveillance audits are requested for each year (required by some Browser Root CA programs)
 | ... |
| 1. Vulnerability Assessment and Penetration Testing services are requested
 | ... |
| Other |
| 1. Document other significant information / particularities which might affect the Certification
 |
| ... |

Instructions:

* Part 1 of this form is always to be send along with Organization Profile (F-2503 form)

---Part 1 ends---

# Part 2 – Surveillance

Trust Service Providers Information – Regulation EU 910/2014 (eIDAS)

This part applies only to Trust Service Providers already certified by QMSCERT and in the process of a surveillance audit according to Regulation EU 910/2014 (commonly known as eIDAS Regulation) and supporting standards ETSI EN 319 4xx.

For the optimal planning of the audit, please fill-in the following, regarding changes and information for the examination period.

|  |  |  |  |
| --- | --- | --- | --- |
| Organization Name |  | **Examination Period** |  |
| Organization Address(es) |  | Registration No. / Date |  |
| Standard(s) |  |
| Scope of ChangesPlease denote the boxes according to changes that occurred in the examination period |
| [ ]  | Legal entity | [ ]  | Organizational management |
| [ ]  | Standards | [ ]  | Partners and contractors |
| [ ]  | New services | [ ]  | Infrastructure |
| [ ]  | Updates in existing services | [ ]  | DR |
| [ ]  | Policies | [ ]  | Certificate profiles |
| [ ]  | Cryptographic devices | [ ]  | Location |
| [ ]  | Legislation | [ ]  | Risk management records (provide attachment) |
| [ ]  | Changes in personnel | [ ]  | UTC(k) laboratories for timestamping |
| Please describe the changes (based on the denoted boxes): |
|  |
| Please provide certificate statistics and incidents (if any) for the examination period: |
|  |
| Organization Representative |  | Signature |  | Date |  |

Instructions:

* Part 2 of this form is always to be sent prior to Surveillance Audit’s scheduling.

---Part 2 ends---