

Administration Agencies Service Identification Form

Annex 1

| | | | | |
|---|---|--|---|---|
| 1. Service title: Issuing authentication certificate for encryption modules of public key infrastructure (PKI) | | 2. Service ID: 13011567101 (To be filled by the Planning and Budget Organization) | | |
| 3. Service provider | Name of the agency: Iran Center for e-Commerce Development | | | |
| | Name of the parent organization: Ministry of Industry, Mine and Trade | | | |
| 4. Service specifications | Service description | - Testing and evaluating various encryption modules of PKI (digital certification) including HSM, smart cards, USB tokens and software tokens - Granting PKI authentication certificate (digital certification) in the field of encryption modules of PKI (digital certification) | | |
| | Type of service | Government to Citizen (G2C) <input type="checkbox"/> Government to Business (G2B) <input checked="" type="checkbox"/> Government to Government (G2G) <input checked="" type="checkbox"/> | Client Type | Producing/importing and/or any company or organization that intends to use PKI (digital certification) software and/or hardware |
| | Nature of service | Public <input type="checkbox"/> Private <input type="checkbox"/> | | |
| | Scope of service | National <input type="checkbox"/> Regional <input type="checkbox"/> Provincial <input type="checkbox"/> Urban <input type="checkbox"/> Rural <input type="checkbox"/> | | |
| | Related events: | Birth <input type="checkbox"/> Education <input type="checkbox"/> Healthcare <input type="checkbox"/> Tax <input type="checkbox"/> Business <input checked="" type="checkbox"/> Social security <input type="checkbox"/> Property registration <input type="checkbox"/> Urban installations <input type="checkbox"/> Insurance <input type="checkbox"/> Marriage <input type="checkbox"/> Retirements <input type="checkbox"/> Licenses and certificates <input checked="" type="checkbox"/> Death <input type="checkbox"/> Other <input type="checkbox"/> | | |
| | Start of service | Application by the receiver <input type="checkbox"/> Due date <input type="checkbox"/> Occurrence of event <input type="checkbox"/> Discretion of the agency <input type="checkbox"/> Other <input type="checkbox"/> | | |
| | Documents required for the service | Introduction letter for the representative of the company or organization and also official evaluation application in the letterhead of the organization or company, any product related document stipulated in the PKI evaluation guideline | | |
| | Upstream rules and regulations | Executive bylaw of the Article 32 of the Ecommerce Act- Policies document for electronic signatures for public key infrastructures- 5 th development plan | | |
| 5. Service details | Statistics of service receivers | of services receivers in month <input type="checkbox"/> season <input type="checkbox"/> year <input type="checkbox"/> | | |
| | Service average time | 3 months | | |
| | Frequency | Per each development | | |
| | Number of physical reference | once | | |
| | Cost of service for the receiver (IRR) | Price(s) | Bank Account(s) | E-payment |
| | | | | <input type="checkbox"/> |
| ... | | | <input type="checkbox"/> | |
| 6. Service access route | Direct and detailed address of the service in the portal (If partially or fully electronic): http://rca.gov.ir/PKI_2052.html | | | |
| | Name of the system (If partially or fully electronic): http://rca.gov.ir/PKI_2052.html | | | |
| | Service stages | Type | Communication media | |
| | Informative | Electronic <input checked="" type="checkbox"/> | Internet (website) <input checked="" type="checkbox"/> Mobile (application) <input type="checkbox"/> Email <input type="checkbox"/> Post <input checked="" type="checkbox"/> IVR or Call center <input type="checkbox"/> SMS <input type="checkbox"/> Other (explain accessibility) <input type="checkbox"/> : | |

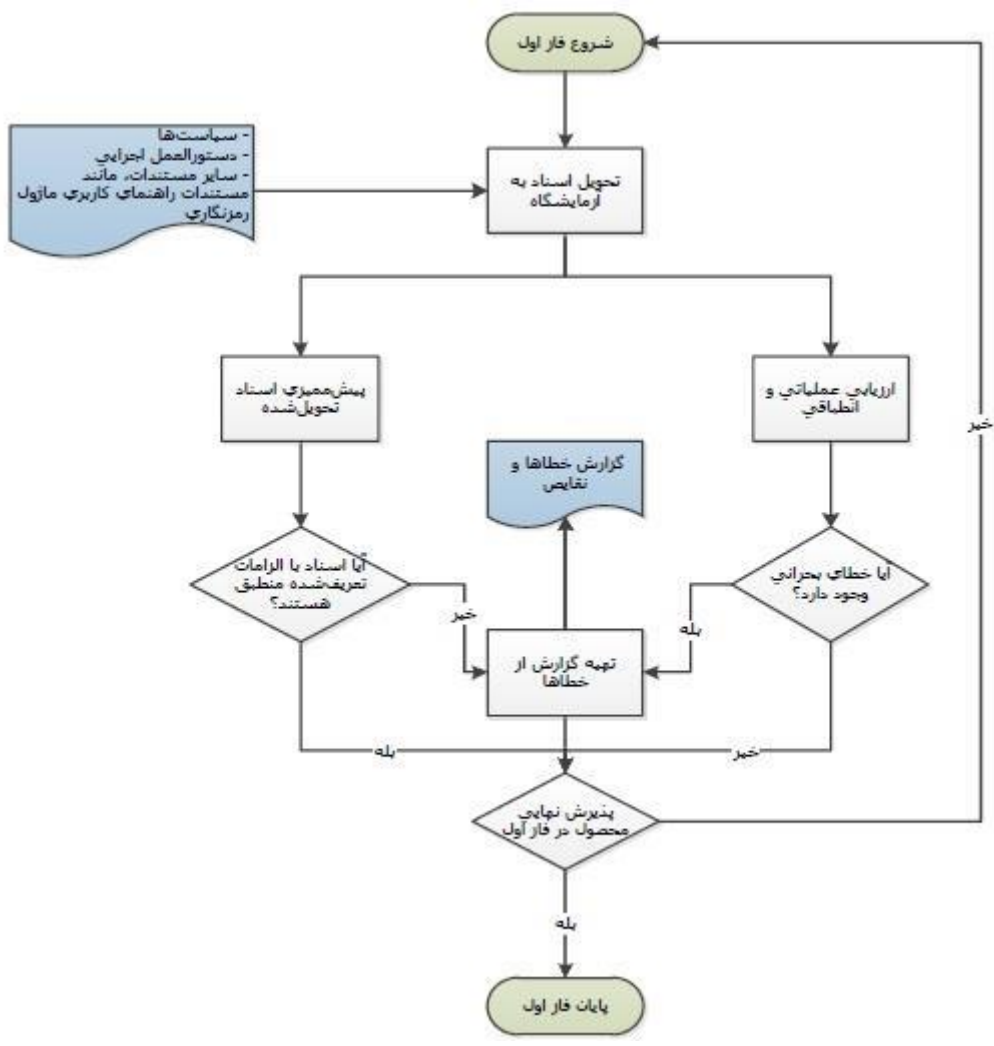
| | | | | | | |
|--|--|--|---|--|---|---|
| | | Non-electronic <input type="checkbox"/> | Reason for physical reference | Personal authentication <input type="checkbox"/> Document authentication <input type="checkbox"/> Lack of proper infrastructure <input type="checkbox"/> Other <input type="checkbox"/> : | Agency referred to: National <input type="checkbox"/> Provincial <input type="checkbox"/> Local <input type="checkbox"/> | |
| | Application | Electronic <input checked="" type="checkbox"/> | | Internet (website) <input checked="" type="checkbox"/> Mobile (application) <input type="checkbox"/> Email <input type="checkbox"/> Post <input checked="" type="checkbox"/> IVR or Call center <input type="checkbox"/> SMS <input type="checkbox"/> Public services offices <input type="checkbox"/> (outsourcing contract number:) Similar to public services offices <input type="checkbox"/> Other (explain accessibility) <input type="checkbox"/> : | | |
| | | Non-electronic <input type="checkbox"/> | Reason for physical reference | Personal authentication <input type="checkbox"/> Document authentication <input type="checkbox"/> Lack of proper infrastructure <input type="checkbox"/> Other <input type="checkbox"/> : | Agency referred to: National <input type="checkbox"/> Provincial <input type="checkbox"/> Local <input type="checkbox"/> | |
| | Service generation (inner agency process or relations to other agencies) | Electronic <input checked="" type="checkbox"/> | | Internet (website) <input checked="" type="checkbox"/> Intranet (local intranet or ERP) <input type="checkbox"/> Email <input type="checkbox"/> Other (explain accessibility) <input checked="" type="checkbox"/> : Fax if required | | |
| | | Non-electronic <input checked="" type="checkbox"/> | Reason for physical reference | For correspondence and exchange of confidential documents and laboratory sample equipment | | |
| | Service providing | Electronic <input checked="" type="checkbox"/> | | Internet (website) <input type="checkbox"/> Mobile (application) <input type="checkbox"/> Email <input type="checkbox"/> Post <input type="checkbox"/> IVR or Call center <input type="checkbox"/> SMS <input type="checkbox"/> Public services offices <input type="checkbox"/> (outsourcing contract number:) Similar to public services offices <input type="checkbox"/> Other (explain accessibility) <input checked="" type="checkbox"/> : Official correspondence and call | | |
| Non-electronic <input checked="" type="checkbox"/> | | Reason for physical reference | Personal authentication <input type="checkbox"/> Document authentication <input type="checkbox"/> Lack of proper infrastructure <input type="checkbox"/> Other <input checked="" type="checkbox"/> : For correspondence and exchange of confidential documents and laboratory sample equipment | Agency referred to: National <input checked="" type="checkbox"/> Provincial <input type="checkbox"/> Local <input type="checkbox"/> | | |
| 7. Service relation to other systems of the agency (databanks) | Name of other systems | Exchanged fields | | | Electronic inquiry | |
| | | | | | Online Batch | |
| | | | | | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | |
| | | | | | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | |
| | | | | | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | |
| 8. Service relation to other agencies | Name of other agencies | Name of other systems | Exchange fields | Costs (If any) | Electronic inquiry | If inquiry is non-electronic done by: |
| | | | | | Online Batch | |
| | | | | | <input checked="" type="checkbox"/> <input type="checkbox"/> | Agency <input checked="" type="checkbox"/> Client <input type="checkbox"/> |

| | | | | | | | |
|--|--|--|--|--|--------------------------|--------------------------|--|
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> | Agency <input type="checkbox"/> Client <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> | Agency <input type="checkbox"/> Client <input type="checkbox"/> |

9. Service processes titles

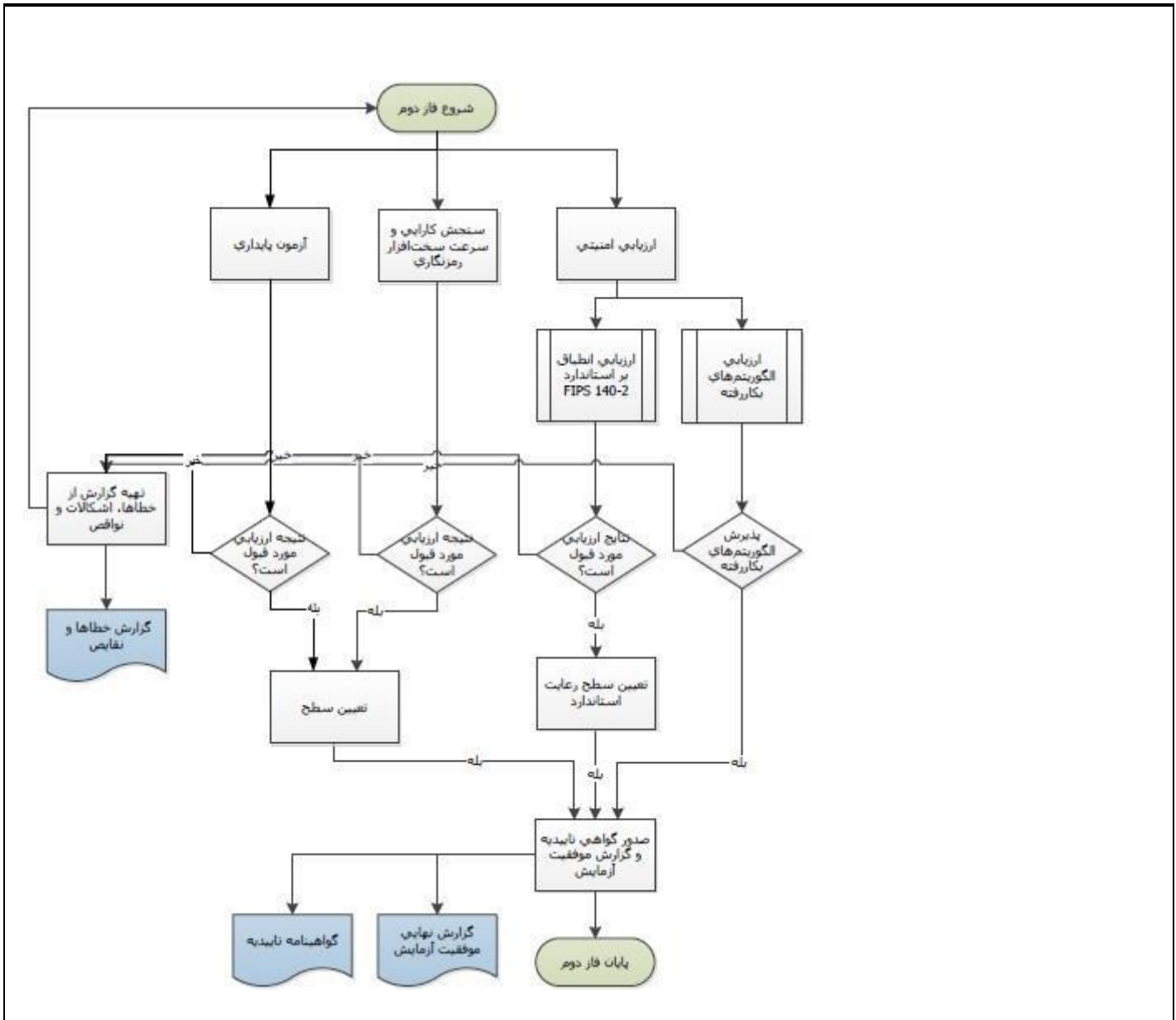
- 1- Submitting evaluation application along with a sample product and required documents
- 2- Checking the documents
- 3- Performing functional, security, stability and performance evaluations
- 4- Submitting results to the applicant

10. Service processes connection diagram:



نمودار به ترتیب از بالا به پایین از چپ به راست

Start of phase 1
Policies – executive directives – other documentations such as encryption module manual
Delivering documents to the lab
Pre-audit of documents
Operational and conformation evaluation
Reporting errors and defects
Documents are according to requirements – no – prepare a report of errors – is there a critical error?
Final acceptance of the product in phase 1
End of phase 1



نمودار به ترتیب از بالا به پایین از چپ به راست

Start of phase 2

Stability test – evaluation of the performance and speed of the encryption software – security audit

Conformation evaluation according to FIPS 140-2 standard

Evaluation of implemented algorithms

Making a report of errors, faults and defects

Evaluation results are acceptable

Evaluation results are acceptable

Evaluation results are acceptable

Accepting implemented algorithms

Reporting errors and defects

Determining access level

Determining standard conformity level

Issuing CA and reporting success to the laboratory

End of phase 2

Particulars of the person completing the form: Mehdi Azadi

Tel:41031423

Email:

Department: Root CA

Form no. 1 Legal, natural and public permits information in the ministry/organization

| # | Permit title | Permit type | Legal documentation (approval, bylaw, ratification) | Required documents | Validity term | Cost (IRR) | Permit applicant | | | Permit issuance process | | Supervising authorities | Approximate issuance duration | Permit process | | Notes |
|---|--------------|-------------|--|--|----------------------------------|------------|------------------|-------|--------|-------------------------|----------|---|-------------------------------|----------------|----------------|-------|
| | | | | | | | Natural | Legal | Public | Private | Common * | | | Electronic | Non-electronic | |
| 1 | | Issuance | Executive bylaw of the Article 32 of the Ecommerce Act- Policies document for electronic signatures for public key infrastructures | Official evaluation application – official introduction of representative – documents related to the security module | until any changes in the product | - | | | | | | The electronic certification policymaking council | 64 days | | | |
| 2 | | Renewal | | | | | | | | | | | | | | |
| 3 | | amendment | | | | | | | | | | | | | | |
| 4 | | Revocation | | | | | | | | | | | | | | |