ESTEID Card Certification Policy

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Requirements on the personal identification document (hereinafter: ID card), the residence permit card (hereinafter: RP card) and the digital personal identification document (hereinafter: Digi-ID) issued by the Republic of Estonia (hereinafter: RE) with the purpose of issuing and service of certificates which facilitate digital signature and digital identification of persons.

Version information		
Date	**Version**	**Changes/Updates/Amendments**
01.01.2011	3.2	New document added – the residence permit card with the associated actions. Chapter 4.2.1 – specified submission of Digi-ID certificate applications. Chapter 4.2.3 – amended certificate activation, certificates are activated immediately, in the presence of the client. Chapter 4.2.5 – specified certificate updating and permissibility of actions for different documents. Chapter 6.1.2.1 – specified creation of client keys.
01.10.2010	3.1	Added the requirements applicable to digital personal identification and the 2 OID value assigned to the document.
01.01.2010	2.2	Organisational changes: CMB is now known as PBGB (Police and Border Guard Board); PBGB and SK addresses renewed.
28.08.2009	2.1	Combined with the renewed CPS of the SK. Lingual corrections. Updated chapter 1.5.1 – specified role distribution between different organisations. Updated chapter 4.2.3 – the certificates are being activated within 1 hour subsequent to issuance of the ID card.
19.06.2006	2.0	Updates according to the structure of the new ID card contract.
17.10.2002	1.2	Combined with the CPS of the SK. Amended with topics of certificate renewal and change of the PIN codes of the ID card.
10.11.2001	1.1	First public edition.

Table of Contents

1. Introduction

1.1. Overview

This document (hereinafter Certificate Policy, CP) is a set of rules which specifies the fundamental operating principles and concepts of the certification service provision essential for digital signature and person identification certificates' issuance for the ID card, the RP card and the Digi-ID.

This CP is based on the document titled "AS Sertifitseerimiskeskus – Certification Practice Statement" [1] which is registered in Registry of Certification Services (RCS). This Certification Practice Statement (hereinafter the CPS) shall serve as a basis for supply of certification service. This CP supplements the principles set out in the CPS for ID card certification services.

In the case of conflict between the CP and the CPS the provisions of this CP shall prevail. In case of conflict between the Estonian original document and the English translation the Estonian original shall prevail.

This CP extends only to the digital certificates issued by AS Sertifitseerimiskeskus.

IETF (Internet Engineering Task Force) recommended document RFC 2527 [4] has been used in drafting this CP.

1.2. Terminology

Term	Definition
Client Service Point	Client Service Point of SK and/or PBGB action under this CP providing services described in this CP, refer to chapter 1.5.2.1.
Terms and conditions of usage of the certificates of the personal identification document, the residence permit card and the digital personal identification document.	Document that describes the obligations and responsibilities for the Client while using the ID card, the RP card or the Digi-ID and the associated digital certificates. The client has to be familiar with the document contents and accept the terms and conditions described within when receiving the ID card, the RP card or the Digi-ID.

1.3. Abbreviations

Abbreviation	Definition
PBGB	RE Police and Border Guard Board
IM	RE Ministry of the Interior
TRÜB	TRÜB AG, ID card, RP card and Digi-ID blank producer and ID card and RP card personaliser
SK	AS Sertifitseerimiskeskus, certification authority

CA	Certification authority registered in RCS

1.4. Identification of the Certification Policy

This CP is identified by **OID:**
- **ID card and RP card – 1.3.6.1.4.1.10015.1.1.3.2**
- **Digi-ID – 1.3.6.1.4.1.10015.1.2.3.2**

The OID code of this CP is added to certificates issued under this CP.

The OID is composed as described in Table 1.

Parameter	OID section
Internet attribute	1.3.6.1
Private business attribute	4
Registered business attribute given by private business manager IANA	1
SK attribute in IANA register	10015
Certification service attribute	1.1 – ID card and RP card 1.2 – Digi-ID
CP version attribute	3.2

Table 1. Composition of the CP identifier

1.5. Organisation and Area of Application

1.5.1. Sertifitseerimiskeskus (SK)

Refer to CPS p.1.2.1.

The certificates are issued to the ID card, the RP card or the Digi-ID. The issuance of ID cards, RP cards and Digi-IDs is a responsibility of PBGB. There is a contract signed between TRÜB and PBGB covering production, personalisation of ID cards, RP cards and Digi-IDs, as well as issuance and servicing of the certificates. The contract signed between SK and TRÜB states that SK will act as a CA. According to the contract signed between TRÜB and PBGB, the obligations described in chapters **Error! Reference source not found.** and 1.5.3 are delegated to PBGB.

1.5.2. Registration Centre

1.5.2.1. Client Service Point

Refer to CPS p.1.2.2.1.

Accepting applications and issuance of ID cards, RP cards and Digi-IDs is carried out in PBGB prefecture citizenship and migration offices and embassies of the RE (hereinafter PBGB client service point). The list and operating hours of client service points is published on the websites of SK (www.sk.ee) and PBGB (www.politsei.ee).

Servicing certificates of ID cards, RP cards and Digi-IDs (renewals, suspensions, terminations of suspension, revocations and designations of the replacement PIN envelopes) is carried out in PBGB and/or SK client service points. Assignation of replacement PINs for

Digi-IDs is carried out only in PBGB service points. The list and operating hours of the client service points can be checked on the websites of PBGB and SK.

1.5.2.2.   Help Line

Refer to CPS p.1.2.2.2.

For identification checks Help Line uses internally documented procedures. Help Line also provides user support for solving problems related to ID card, RP card and Digi-ID usage.

1.5.3. PBGB

PBGB:

- Accepts ID card and RP card orders and forwards them to TRÜB;
- Forwards ID cards and RP cards to client service points;
- Issues personalised ID cards and RP cards to clients;
- Accepts Digi-ID orders and personalises Digi-IDs;
- Applies for certificates for Digi-ID keys;
- Loads the certificates to Digi-IDs;
- Issues personalised Digi-IDs to clients.

PBGB will follow the time limits described in contract.
While providing the service, PBGB will ensure the security with its internal security procedures.

1.5.4. TRÜB

TRÜB:

- Accepts ID card and RP card orders;
- Personalises ID cards and RP cards;
- Generates the keys for the ID card or the RP card and requests the corresponding certificates;
- Loads the certificates to the ID card or the RP card;
- Delivers personalised ID cards and RP cards to the PBGB;
- Produces ID cards, RP cards and Digi-ID blanks;
- Generates Digi-ID keys.

TRÜB will follow the time limits described in contract.
While providing the service, TRÜB will ensure the security with its internal security procedures.

1.5.5. User

1.5.5.1.   Client

Refer to CPS p.1.2.3.1.

Client is a physical person to whom the ID card, the RP card or the Digi-ID certificates are issued to as a public service if he/she has a statutory right.

Client is the holder of the certificate issued under this CP.

Client's distinguished name is compiled according to the certificate profile described in document "Certificates on the National ID card of the Republic of Estonia".

The Client, prior to receiving the ID card, the RP card or the Digi-ID, has to have an opportunity to get familiarised with the terms and conditions of usage of the certificates of the personal identification document, the residence permit card and the digital personal identification document [5].

1.5.5.2. Relying Party

Refer to CPS p.1.2.3.2.

1.5.6. Area of Application of Certificates

Refer to CPS p.1.2.4.

There are two types of certificates issued under this CP:

a) Certificates for digital signature.
b) Certificates for digital identification of persons.

Certificates for digital signature can be used for digital signature as defined in the Digital Signatures Act [3].

This CP does not limit the use of the certificates issued in different software applications or fields of application.

1.6. Contact Details

Refer to CPS p.1.3.

SK

> AS Sertifitseerimiskeskus
> Registry code 10747013
> Pärnu mnt 141, 11314 Tallinn
> Phone +372 610 1880
> Fax +372 610 1881
> E-mail: pki@sk.ee
> http://www.sk.ee

Help Line

> Phone 1777, +372 677 377

Client Service Points

> Client service points are cited on the SK and PBGB websites.

PBGB, Citizenship and Migration Department

> Endla 13,
> 15179 Tallinn
> Information: (372) 612 3000

General number: (372) 612 3300
Fax: (372) 612 3009
E-mail: teeninduskeskus@politsei.ee

The PBGB Help Line solves issues connected with ID cards, RP cards and Digi-IDs and provides advice to employees of SK client service points on weekdays at 09:00-17:00: phone 612 3000.

The change of contact details is immediately announced on the SK and PBGB websites.

TRÜB

Trüb Baltic AS
Laki 5
10621 Tallinn
Phone: +372 658 11 30
Fax: +372 658 11 39
E-mail: info@trueb.ee

2. General Provisions

2.1. Obligations

2.1.1. SK Obligations

Refer to CPS p.2.1.1.

SK shall warrant in addition that:

- The certification service is provided in accordance with the Certification Practice Statement of AS Sertifitseerimiskeskus;
- The certification service is provided in accordance with this CP.

SK hereby additionally undertakes to:

- Accept certificate requests from TRÜB and PBGB and issue the respective certificates;
- Supply the directory service 24 hours a day;
- Ensure that the certification keys used are protected by hardware security modules and under sole control of SK;
- Suspending all the certificates issued in case of compromise of the certification keys;
- Ensure that all activated certification keys are located within the borders of the RE;
- Ensure that the signing keys used in the supply of certification service are activated on the basis of shared control;
- Adhere to the time limits established by the contract.

2.1.2. Obligations of the Registration Centre

2.1.2.1. Obligations of the PBGB Client Service Point

Refer to CPS p.2.1.2.1.

PBGB Client Service Point additionally undertakes to:

- Issue ID cards, RP cards and Digi-IDs to clients by first activating the certificates loaded thereon;
- Ensure initial advice and assistance in handling of ID cards, RP cards and Digi-IDs;
- Accept client applications for assignation of replacement PINs to Digi-IDs.

2.1.2.2. Obligations of the SK Client Service Point

The SK Client Service Point shall accept the applications for:

- ID card certificate renewals, suspensions, terminations of suspension, revocations of the certificates and assignation of replacement PINs;
- Digi-ID certificate suspensions, termination of suspension and revocation;
- RP card certificate suspensions, terminations of suspension, revocations of the certificates and assignation of replacement PINs.

The SK Client Service Point must validate these applications for the correctness and integrity. The Client Service Point obligates to check the applicant's identity as well as the powers to carry out the operations.

The SK Client Service Point shall warrant the required training for its employees for providing the quality service.

The employee of the SK Client Service point may not have been punished for an intentional crime.

2.1.2.3. Obligations of the Help Line

Refer to CPS p.2.1.2.2.

2.1.3. Obligations of the PBGB

PBGB obligates to:

- Within the limits of the information system that is related to the certification system follow the availability and the security requirements which must comply at least with the requirements described in this CP;
- Guarantee that the employees, accepting ID card, RP card and Digi-ID applications and/or are engaged in the information system of the certification service, have not been punished for an intentional crime;
- Send out, subject to positive decisions, personalised ID cards, RP cards and Digi-IDs in reply to the applications received from Embassies of the RE and activate the corresponding certificates;
- Ensure the availability of the information about ID cards, RP cards and Digi-IDs in a public data communications network on the website http://www.politsei.ee.

2.1.4. Obligations of Clients

Refer to CPS p.2.1.3.

Upon application for the ID card, the RP card or the Digi-ID a Client shall submit to the PBGB true and correct information and in the case of a change in his or her personal details immediately notify the PBGB of the correct details in accordance with the established legislation.

2.1.5. Obligations of Relying Party

Refer to CPS p.2.1.4.

2.1.6. Obligations of Directory Service

Refer to CPS p.2.1.5.

There are no additional obligations specified for providing the service of the Public Directory.

2.2. Liability

2.2.1. SK Liability

Refer to CPS p.2.2.1.

SK is liable for all obligations described in chapters 2.1.1 and 2.1.2 of this CP within the limits of legislation of the RE.

2.2.2. Registration Centre Liability

2.2.2.1. Liability of the PBGB Client Service Point

Refer to CPS p.2.2.2.1.

PBGB Client Service Point is liable for all obligations described in chapter 2.1.2.1 of this CP.

2.2.2.2. Liability of the SK Client Service Point

Refer to CPS p.2.2.2.1.

SK is liable for all obligations described in chapter 2.1.2.2 of this CP.

2.2.2.3. Liability of the Help Line

Refer to CPS p.2.2.2.2.

SK and PBGB are liable for all obligations described in chapter 2.1.2.3 of this CP.

2.2.3. Liability of the PBGB

PBGB is liable for all obligations described in chapter 2.1.3 of this CP.

2.2.4. Limits of Liability

Refer to CPS p.2.2.3.

2.3. Settling Disputes

Refer to CPS p.2.3.

2.4. Publication of Information and Directory Service

2.4.1. Publication of information by SK

Refer to CPS p.2.4.1.

The valid Certificate Revocation List is accessible on the website http://www.sk.ee/crls

2.4.2. Publication Frequency

Refer to CPS p.2.4.2.

The Certificate Revocation Lists are published after each 12 hours.

2.4.3. Rules of Access

Refer to CPS p.2.4.3.

2.4.4. Directory Service

Refer to CPS p.2.4.4.

The certificates issued under this CP shall be published in public directory at ldap://ldap.sk.ee subsequent to the activation of the certificates.

Suspended and revoked certificates are deleted from the public directory. In case of termination of suspension of certificates, the certificates shall be re-published in the public directory.

Expired certificates shall be deleted from the public directory on the date subsequent to the date of certificate expiry.

2.5. Audit

Refer to CPS p.2.5.

All the contacts described in chapter 1.5 shall be informed of the results of external audit. The audit results shall also be published on the website of the SK.

2.6. Confidentiality

Refer to CPS p.2.6.

3. Client Identification

3.1. Identification of Client

The identification of the Client is checked in accordance with the legislation.

3.2. Procedure of Certifying Correspondence of Applicant's Private Key to Public Key

The certificates are issued corresponding to the public keys generated during personalisation of the ID card or the RP card or production of the Digi-ID blank by TRÜB based on this CP. During the renewal of the ID card certificates they are issued corresponding to the public keys generated by Client also based on this CP.

3.3. Distinguished Name

Refer to CPS p.3.3.

The distinguished name of the Client is composed according to the description in document "Certificates on the National ID card of Republic of Estonia" [2].

4. Provision of Certification Service. Procedure and Terms of Certification Process

4.1. Submission of Applications for Certificates

Refer to CPS p.4.1.

The client fills and signs the ID card, the RP card or the Digi-ID application form. The signed application serves as a basis for the preparation of an application for the certificate.

Additional information is available on the SK and PBGB websites.

4.2. Processing of Applications for Certificates

The exact procedure and terms for processing the ID card, the RP card and the Digi-ID applications have been determined by the relevant legislation. Upon processing the applications for the certificate the correctness and completeness of the information supplied by the Client is checked.

4.2.1. Decision Making

Refer to CPS p.4.2.1.

The acceptance or rejection of an application for an ID card, an RP card or a Digi-ID shall be decided by the PBGB. The decision regarding an ID card, an RP card or a Digi-ID application with valid certificates is based on the Client's right to have one according to the legislation of the Republic of Estonia.

In case of a positive decision regarding an ID card or an RP card, TRÜB shall generate key pairs for the Client and compose the corresponding certificate requests for issuing one certificate for digital signing and one for digital authentication and forwards the requests to SK for certificate issuance.

In case of a positive decision regarding a Digi-ID, PBGB shall create the certificate applications for the key pair on the Digi-ID for issuance of a certificate enabling digital signature verification and personal identification and send the applications to SK.

SK decides the acceptance or rejection of an application for new pair of certificates for the ID card, the RP card or the Digi-ID.

4.2.2. Issuing Certificates

After checking the authenticity and integrity of the certificate application received from TRÜB or PBGB, SK shall automatically issue the corresponding certificates which will be loaded to the ID card, the RP card in TRÜB or the Digi-ID in PBGB.

All issued certificates are in inactive state as they are not available via public directory as described in chapter 2.1.6, but are located in the certificate database in a closed section of SK's information system.

For the ID card that has valid certificates, the new certificates shall be issued in PBGB or SK Client Service Point or in an application locate on SK's website if an application is filed and accepted.

4.2.3. Issuance of the ID card, the RP card and the Digi-ID. Activation of the Certificates

The ID card, the RP card or the Digi-ID is issued to the Client in the PBGB Client Service Point.

The employee of the PBGB Client Service Point forwards to SK the application for activation of the certificates loaded on the ID card, the RP card or the Digi-ID. The certificates on the ID card, the RP card or the Digi-ID shall be activated by SK immediately and SK shall also forward to the employee of the PBGB Client Service Point the result of the application fulfilment.

In case of a positive decision regarding the activation application, the secure PIN envelope containing the ID card, the RP card or the Digi-ID activation codes and the certificate activation codes will be handed over to the Client by an employee of the PBGB Client Service Point or by an employee of the Embassy of the RE.

The Client (or his/her legal representative) signs the file of the ID card, the RP card or the Digi-ID issuance, which also confirms the Client's familiarisation with the terms and conditions of usage of the certificates of the personal identification document, the residence permit card and the digital personal identification document [5].

During the renewal of the certificates, the certificates shall be activated immediately after the certificates are loaded onto the ID card chip.

4.2.4. Certificate Check-up and Verification

Refer to CPS p.4.2.4.

4.2.5. Certificate Renewal

The ID card current or expired certificates can be replaced with certificates issued on the basis of a newly generated key pair.
Certificates of RP cards, Digi-IDs and those ID cards that have been issued since 2007 are not updated.

Revoked certificates cannot be updated. Instead of revoked certificates of the ID cards issued from 2007 and until the end of 2010, new certificates are issued on the basis of a newly generated key pair. Revoked certificates of RP cards, Digi-IDs and those ID cards that have been issued from 2011 are replaced by issuing new RP cards, Digi-IDs and ID cards.

4.3. Applications for Suspension and Revocation of Certificates

Refer to CPS p.4.3.

4.4. Suspension of Certificates

Refer to CPS p.4.4.

Suspension of certificates is possible also in the Client Service Points of the PBGB.

The identity of the applicant is checked in accordance with the relevant legislation.

The documents data of the applicant used during identity check will be documented while registering an application.

4.5. Termination of Suspension

Refer to CPS p.4.5.

The suspension of certificates can be also terminated in the Client Service Points of PBGB.

The identity of the applicant is checked in accordance with the relevant legislation.

The application for termination of suspension of certificates must include:

- Holder's and applicant's (if the applicant differs from holder) forename and surname;
- The personal id-code of the holder and the applicant (if the applicant differs from holder);
- The basis for terminating of suspension of certificates.

The documents data of the applicant used during identity check will be documented while registering an application in the Client Service Point of PBGB.

4.6. Certificate Revocation

4.6.1. Authority to Revoke Certificates

Refer to CPS p.4.6.1.

PBGB can present an application to revoke a certificate subsequent to revocation of the ID card, the RP card or the Digi-ID.

4.6.2. Submission of Application for Revocation

Refer to CPS p.4.6.2.

Revocation of certificates is also possible in the Client Service Point of the PBGB. The applicant's identity is checked according to the relevant legislation.

The application for revoking the certificates must contain:

- Holder's and applicant's (if the applicant differs from holder) forename and surname;
- The personal id-code of the holder and the applicant (if the applicant differs from holder);
- The basis for terminating of revocation of certificates.

The documents data of the applicant used during identity check will be documented while registering an application in the Client Service Point of PBGB.

4.6.3. Procedure of Revocation

Refer to CPS p.4.6.3.

Revocation of certificates is also possible in the Client Service Point of the PBGB.

4.6.4. Effect of Revocation

Refer to CPS p.4.6.4.

4.7. Procedures Ensuring Tracking

Refer to CPS p,4.7.

4.8. Action in an Emergency

Refer to CPS p.4.8.

4.9. Termination of Certification Service Provider Operations

Refer to CPS p.4.9.

5. Physical and Organisational Security Measures

5.1. Security Management

Refer to CPS p.5.1.

5.2. Physical Security Measures

5.2.1. SK Physical Entrance Control

Refer to CPS p.5.2.1.

5.2.2. Other Requirements. Storage of ID cards, RP cards and Digi-IDs

ID cards, RP cards and Digi-IDs shall be stored in the Client Service Points of PBGB according to the enforced internal security regulations.

Replacement PIN-envelopes shall be stored in the Client Service Points of PBGB and SK according to the enforced internal security regulations.

5.3. Requirements for Work Procedures

Refer to CPS p.5.3.

5.4. Personnel Security Measures

Refer to CPS p.5.4.

6. Technical Security Measures

6.1. Key Management

6.1.1. Certification Keys of SK

Refer to CPS p.6.1.1.

6.1.2. Client Keys

6.1.2.1. Creating Client Keys

The algorithms, key lengths and other parameters are described in document "Certificates on the National ID card of Republic of Estonia" [2].

The keys shall be generated during personalisation of the ID card or the RP card and during ID card certificate renewal in the Client Service Points of PBGB and SK or the application available on the SK website and during loading of new certificates on the card. The keys shall be loaded to the security area of the smartcard chip. The generated keys can not be extracted or restored from the card.

Digi-ID keys are created when the Digi-ID blank is produced.

The keys of the Client are protected by the activation PIN codes known only to the Client.

6.1.2.2. Protection of Client's Private Key and Activation Codes during Personalisation

The confidentiality and non-usage of the generated private keys and activation codes until issuance of the ID card, the RP card or the Digi-ID used for storing private keys and activation codes to the Client is warranted by PBGB, TRÜB and SK.

Activation codes shall be printed in one copy straight to the security envelope which is handed over to the Client unopened.

6.1.2.3. Activation of Client's Private Key

Refer to CPS p.6.1.2.3.

Subsequent to insertion of three false activation codes (PIN-codes) the smart card shall be blocked. The PUK-code in the ID card, the RP card or the Digi-ID handed over to the Client can be used for unblocking the smart card.

Subsequent to insertion of three false PUK-codes, the smart card shall be blocked permanently.

If the PUK-codes are lost or the smart card is permanently blocked, the Client has to refer to the Client Service Points of PBGB or SK for a replacement PIN-envelope.

6.1.2.4. Backup and Deposition of Client's Keys

There shall be neither backup nor depositions of the private keys of the Client under any circumstance.

6.2. Logical Security

Refer to CPS p.6.2.

6.3. Description of Technical Means Used for Certification

Refer to CPS p.6.3.

6.4. Storage and Protection of Information Created in Course of Certification

Refer to CPS p.6.4.

7. Technical Profiles of Certificates and Revocation Lists

The technical profiles of certificates and certificate revocation lists (CRL) are described in document "Certificates on the National ID card of the Republic of Estonia" [2].

8. Management of Certification Policy

Refer to CPS p.8.

This CP and referred documents – the "Certification Practice Statement of AS Sertifitseerimiskeskus" (CPS) [1] and "Certificates on the National ID card of the Republic of Estonia" [2] shall be published on the website of SK.

The terms and conditions of usage of the certificates of the personal identification document, the residence permit card and the digital personal identification document [5] shall be published on the website of SK.

All CP changes are coordinated with PBGB and TRÜB.

9. Referred and Related Documents

Referred documents:
- [1] The Certification Practice Statement of AS Sertifitseerimiskeskus (CPS)
- [2] EVS 828:2009 „ Certificates on the National ID card of the Republic of Estonia "
- [3] Digital Signatures Act of the Republic of Estonia, RT 1 2000, 26, 150
- [4] RFC 2527 – Request For Comments 2527, Internet X.509 Public Key Infrastructure, Certificate Policy and Certification Practices Framework
- [5] The terms and conditions of usage of the certificates of the personal identification document, the residence permit card and the digital personal identification document.

Related legislation:
- - Identity Documents Act, RT I 1999, 25, 365
- - Personal Data Protection Act, RT I 2007, 24, 127