



POLICY

ON THE PROVISION OF QUALIFIED CERTIFICATES FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE AND QUALIFIED ELECTRONIC SEAL BY BORICA AD

(B-Trust QCP-eIDAS QES/CQES/QESeal)

Version 4.0

Effective:

July 1, 2018

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

Document history				
Version	Author(s)	Date	Status	Comment
4.0	Dimitar Nikolov	20.05.2018	Approved	Separating the document from the common document Policy and Practice Statement. Adding Policies on the provision of qualified certificates for qualified electronic seal and cloud qualified electronic signature.

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

CONTENTS

LIST OF TERMS AND ABBREVIATIONS	5
COMPLIANCE AND USE	7
INTRODUCTION	9
This Policy:	9
1 GENERAL CHARACTERISTICS OF THE CERTIFICATES	10
1.1 General characteristics of B-Trust Personal qualified certificate for QES	10
1.2 General characteristics of B-Trust Personal QC for Cloud QES	10
1.3 General characteristics of B-Trust Professional Qualified Certificate for QES	11
1.4 General characteristics of B-Trust Professional QC for Cloud QES	11
1.5 General characteristics of B-Trust QC for QESeal	12
1.6 Policy Identifiers	12
1.6.1 B-Trust Personal QC for QES and Personal QC for Cloud QES – Policy indication	12
1.6.2 B-Trust Professional QC for QES and Professional QC for Cloud QES – Policy indication	13
1.6.3 B-Trust QC for QESeal – Policy designation	13
1.7 Purpose and use of the certificates	13
1.7.1 B-Trust Personal QC for QES and Personal QC for Cloud QES	13
1.7.2 B-Trust Professional QC for QES and Professional QC for Cloud QES	14
1.7.3 B-Trust Organization qualified certificate for QESeal	14
1.8 Limitation of authentication action	14
1.9 Use of certificates outside the scope and restrictions	15
1.10 Management of the Provider Policy	15
2 CERTIFICATE PROFILES	15
2.1 Profile of B-Trust Personal QC for QES and Personal QC for Cloud QES	15
2.2 Profile of B-Trust Professional QC for QES and Professional QC for Cloud QES	17
2.3 Profile of B-Trust Organization QC for QES	18
3 PUBLICATION AND REGISTRATION RESPONSIBILITIES	20
3.1 Public Register	20
3.2 Public Repository	20
3.3 Publication of Certification Information	20
3.4 Frequency of Publication	20
3.5 Access to the Register and Repository	20
4 IDENTIFICATION AND AUTHENTICATION	20
4.1 Naming	20
4.2 Initial identification and authentication	20
4.3 Identification and authentication for certificate renewal	20
4.4 Identification and authentication for suspension	20
4.5 Identification and authentication for revocation	20
4.6 Identification and authentication after revocation	20
5 OPERATIONAL REQUIREMENTS AND PROCEDURES	20
5.1 Certificate Application	21
5.2 Certificate issuance procedure	21
5.3 Certificate issuance	21
5.4 Certificate acceptance and publication	21
5.5 Key pair and certificate usage	21
5.6 Certificate renewal	21
5.7 Certificate renewal with the generation of a new key pair (re-key)	21
5.8 Certificate modification	21
5.9 Certificate suspension and revocation	21
5.10 Certificate status	21
5.11 Termination of a Contract for Trusted Services	22
5.12 Key recovery	22
6 FACILITY, MANAGEMENT, AND OPERATIONAL CONTROLS	22
6.1 Physical controls	22
6.2 Procedural controls	22
6.3 Staff qualification and training	22
6.4 Logging procedures	22
6.5 Archiving	22
6.6 Key changeover	22
6.7 Compromise and disaster recovery	22
6.8 Compromise of a Private Key	22
6.9 Provider Termination	22

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

7	TECHNICAL SECURITY CONTROL AND MANAGEMENT	22
7.1	Key Pair Generation and Installation.....	22
7.2	Generation Procedure.....	23
7.3	Private Key Protection and Cryptographic Module Engineering Controls	23
7.4	Other Aspects of Key Pair Management.....	23
7.5	Activation Data.....	23
7.6	Security of Computer Systems.....	23
7.7	Development and Operation (Life Cycle)	23
7.8	Additional Tests	23
7.9	Network Security.....	23
7.10	Verification of Time	23
8	INSPECTION AND CONTROL OF PROVIDER'S ACTIVITIES.....	23
8.1	Periodic and Circumstantial Inspection	23
8.2	Qualifications of the Inspectors	23
8.3	Relationship of the Inspecting Persons with the Provider	23
8.4	Scope of the Inspection	24
8.5	Discussion of Results and Follow-Up Actions	24
9	BUSINESS AND LEGAL ISSUES.....	24
9.1	Prices and fees	24
9.2	Financial liability.....	24
9.3	Confidentiality of business information.....	24
9.4	Personal data protection	24
9.5	Intellectual property rights.....	24
9.6	Responsibility and warranties	24
9.7	Disclaimers of warranties	24
9.8	Limitation of liability of the Provider.....	24
9.9	Indemnities for the Provider	24
9.10	Term and termination.....	24
9.11	Notices and communication with participants	24
9.12	Amendments to the document	25
9.13	Dispute settlement (jurisdiction)	25
9.14	Governing law	25
9.15	Compliance with applicable law	25

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

LIST OF TERMS AND ABBREVIATIONS

AES	Advanced Electronic Signature
AESeal	Advanced Electronic Seal
BG	Bulgaria
B-Trust QHSM	Qualified HSM in the cloud-based QES platform with a security profile meeting the EAL 4+ or higher security level according to CC or other specification defining equivalent security levels
CA	Certification Authority
CC	Common Criteria for Information Technology Security Evaluation – International Standard for Information Security (ISO/IEC 15408)
CEN	European Committee for Standardization
CENELEC	European Committee for Electro-technical Standardization
CP	Certificate Policy
CPS	Certificate Practice Statement
CRL	Certificate Revocation List
CRC	Communications Regulation Commission
CQES	Cloud Qualified Electronic Signature
DSA	Digital Signature Algorithm
DN	Distinguished Name
EDE TSA	Electronic Document and Electronic Trusted Services Act
ETSI	European Telecommunications Standards Institute
EU	European Union
FIPS	Federal Information Processing Standard
HSM	Hardware Security Module
IEC	International Electro-technical Commission
ISO	International Standardization Organization
IP	Internet Protocol
LRA	Local Registration Authority
OID	Object Identifier
OCSP	On-line Certificate Status Protocol
PKCS	Public Key Cryptography Standards
PKI	Public Key Infrastructure
QC	Qualified Certificate
QES	Qualified Electronic Signature
QESeal	Qualified Electronic Seal
RA	Registration Authority
RSA	Rivest–Shamir- Dalman
QSCD	Qualified Signature Creation Device
QTSP	Qualified Trusted Services Provider
SAD	Signature Activation Data
SAP	Signature Activation Protocol

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

SCT	Signature Creation Token (PKCS#12)
SHA	Secure Hash Algorithm
SSL	Secure Socket Layer
S/MIME	Secure/Multipurpose Internet Mail Extensions
TRM	Tamper Resistant Module
URL	Uniform Resource Locator
QCP-n-qscd	Certificate policy for EU qualified certificates issued to natural persons with private key related to the certified public key in a QSCD
QCP-l-qscd	Certificate policy for EU qualified certificates issued to legal persons with private key related to the certified public key in a QSCD
QCP-w	Certificate policy for EU qualified website authentication certificates
Website	A collection of related web pages, including multimedia content, typically identified with a common domain name (DN), and published on at least one web server.

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

COMPLIANCE AND USE

This Document:

- Has been developed by "BORICA" AD, a legal entity registered in the Commercial Register of the Registry Agency under UIC 201230426;
- Is effective as of 01.07.2018;
- Is entitled "Policy on the Provision of Qualified Certificates for Qualified Electronic Signature, Cloud Qualified Electronic Signature and Qualified Electronic Seal (B-Trust CP-eIDAS QES/CQES/QESeal)";
- Is associated with the published current version of the document „Certification Practice Statement for qualified certificates and qualified trusted services of BORICA AD (B-Trust CPS-eIDAS)", which contains the general conditions and requirements for the procedures of authentication, QC issuance and maintenance, and the security level requirements for generating and storing the private key for these certificates;
- The document has been developed in accordance with the formal requirements for content, structure and scope, as set out in international guideline RFC 3647, including the sections that are specific and applicable to the Qualified Certificates described in the document;
- Constitutes the General Conditions within the meaning of Art. 16 of the Obligations and Contracts Act (OCA). These conditions are part of the written Contract for trusted services, which is concluded between the Provider and Users. The contract may contain special conditions that take precedence over the general conditions in this document;
- Is a public document with the purpose to establish the conformity of the activity of the Provider BORICA AD with the EDE TSA and the legal framework;
- is publicly available at any time on the Provider's website: <https://www.b-trust.bg/documents>;
- May be changed by the QTSP and each new version shall be published on the Provider's website.

This document is prepared in accordance with:

- Electronic Document And Electronic Trusted Services Act (EDE TSA);
- Ordinance on the Activities of Trusted -Service-Providers;
- Ordinance on the requirements to the algorithms of creation and verification of qualified electronic signature;
- Regulation (EU) № 910/2014 of the European Parliament and of the Council on electronic identification and trust services for electronic transactions in the internal market.

The content and structure of this document is in accordance with Regulation (EU) № 910/2014 and refers to the information contained in the following ratified international guidelines, specifications and standards:

- RFC 5280: Internet X.509 Public Key Infrastructure Certificate and Certificate Revocation List (CRL) Profile;
- RFC 3739: Internet X.509 Public Key Infrastructure: Qualified Certificates Profile;
- RFC 6960: X.509 Internet Public Key Infrastructure Online Certificate Status Protocol - OCSP;
- RFC 3161: Internet X.509 Public Key Infrastructure: Time-Stamp Protocol (TSP);
- RFC 5816: ESSCertIDv2 Update for RFC 3161;
- RFC 3279: Algorithms and Identifiers for the Internet X.509 Public Key Infrastructure Certificate and Certificate Revocation List Profile;
- RFC 4055: Additional Algorithms and Identifiers for RSA Cryptography for use in the Internet X.509 Public Key Infrastructure Certificate and Certificate Revocation List (CRL) Profile;
- ITU-T X.509 | ISO/IEC 9594-8: The Directory: Authentication framework; Public-key and attribute certificate frameworks;
- ETSI EN 319 401: General Policy Requirements for Trust Service Providers;
- ETSI EN 319 411-1/2: Policy and security requirements for Trust Service Providers issuing certificates;

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

- ETSI EN 319 412-1,2,3 and 5: Certificate Profiles;
- ETSI EN 419 241, part 2 – Trustworthy Systems Supporting Server Signing - Part 2: Protection profile for QSCD for Server Signing;
- ETSI EN 419 241, part 3 – Trustworthy Systems Supporting Server Signing – Part 3: Protection profile for Signature Activation Data management and Signature Activation Protocol (PP-SAD+SAP);
- ETSI EN 419 221-5 - Protection profiles for TSP Cryptographic modules - Part 5 Cryptographic Module for Trust Services.

Any information relating to this document may be obtained from the Provider at:

41 "Tsar Boris III" Blvd.
1612 Sofia
BORICA AD
Tel.: 0700 199 10
E-mail: info@b-trust.org
Official Web site: www.b-trust.bg

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

INTRODUCTION

This Policy:

- Refers only to the qualified certificates for qualified electronic signature, cloud qualified electronic signature and qualified electronic seal, issued by BORICA AD in compliance with Regulation (EU) № 910/2014 and the applicable legislation of the Republic of Bulgaria;
- Describes the specific conditions and requirements that the Provider achieves when issuing and maintaining QC for QES, QC for CQES and QC for QESeal, and their applicability with respect to security level and restrictions in their use;
- Determines the technical profiles and content of the QCs;
- Is implemented through common technical procedures and meets the security requirements for generating and storing the private key corresponding to a public key in the certificates specified in the Certification Practice Statement of the Provider (B-Trust CPS-eIDAS document);
- Determines the relevance and the level of trust in the certified facts in the QC for QES, QC for CQES and QC for QESeal.

It is assumed that a User who uses this document has the knowledge and understanding of public key infrastructure, website certificates and concepts, website authentication, and SSL/TLS protocol. Otherwise it is recommended to get acquainted with these concepts and with the document „Certification Practice Statement for qualified certificates and qualified trusted services of BORICA AD (B-Trust CPS-eIDAS)” before using this document. In any case, this document (Policy) should be used together with the Certification Practice Statement of the Provider.

The B-Trust® public key (PKI) infrastructure of BORICA AD is built and functions in compliance with the legal framework of Regulation (EU) № 910/2014, and the EDE TSA, and with the international specifications and standards ETSI EN 319 411-1/5 and ETSI EN 319 412.

The Provider uses OID in the B-Trust PKI infrastructure, formed on the basis of code 15862, assigned to BORICA AD by IANA in the branch iso.org.dod.internet.private.enterprise (1.3.6.1.4.1 - IANA Registered Private Enterprise) and in accordance with ITU-T Rec. X.660 and the ISO/IEC 9834-1:2005 (Procedures for the Operation of OSI Registration Authorities: General Procedures and ASN.1 Object Identifier tree top arcs).

BORICA AD has informed the CRC about the start of activity as a QTSP under the EDE TSA and current legislation. The Provider notifies the Users of its accreditation for providing QCs specified in this document.

The accreditation of "BORICA" AD as a QTSP under the EDE TSA aims to achieve the highest security level of QCs provided and better synchronization of these activities with similar activities provided in other Member States of the European Union.

In regard to relations with Users and third parties, only the current version of the Policy at the time of using QCs for qualified electronic signature, cloud qualified electronic signature and qualified electronic seal issued by BORICA AD is valid.

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

1 GENERAL CHARACTERISTICS OF THE CERTIFICATES

Pursuant to this Policy, the QTSP BORICA issues and maintains the following types of qualified certificates:

- B-Trust Personal qualified certificate for QES;
- B-Trust Personal qualified certificate for CQES;
- B-Trust Professional qualified certificate for QES;
- B-Trust Professional qualified certificate for CQES;
- B-Trust Organization qualified certificate for QESeal.

These certificates have the status of qualified certificates for qualified electronic signature (QES), Cloud QES and Qualified Electronic Seal (QESeal) within the meaning of Regulation 910/2014.

1.1 General characteristics of B-Trust Personal qualified certificate for QES

1. The certificate for electronic signature, issued under this Policy has the status of a QC for QES within the meaning of the Regulation.
2. A Personal Qualified Certificate for QES is issued to a natural person – QES Holder, and certifies the Holder's electronic identity and the relation of the Holder with his public key in the certificate.
3. For issuing this certificate, the personal presence of the Holder or a person authorized by him is required at the RA/LRA for verification of his identity by the Provider.
4. The identification procedure includes proofs of identity of the Holder and their verification.
5. The verification of the request for issuing Personal qualified certificate for QES is done in the order of the above items and provides the highest level of security regarding the Holder's identity and his relation with the public key.
6. The Holder may himself generate the key pair using B-Trust QSCD and the relevant software or other QSCD that is compatible with the Provider's infrastructure.
7. The private key for creating Personal QC for QES is mandatorily generated in the QSCD, and cannot be taken out of it.
8. The issued Personal QC for QES certifying a public key corresponding to the private key is mandatorily recorded to a QSCD and is provided to the Holder.
9. The Provider reserves the right to add, if necessary, additional attributes to the Personal QC for QES.

1.2 General characteristics of B-Trust Personal QC for Cloud QES

1. The certificate for cloud electronic signature, issued under this Policy has the status of a QC within the meaning of the Regulation 910/2014.
2. A personal Qualified Certificate for Cloud QES is issued to a natural person – a Holder of the Cloud QES, and certifies the Holder's electronic identity and the relation of the Holder with his public key in the certificate.
3. For issuing this certificate, the personal presence of the Holder or a person authorized by him is required at the RA/LRA for verification of his identity by the Provider.
4. The identification procedure includes proofs of identity of the Holder, the ownership of the smartphone with the mobile application for Cloud QES, which is registered in the user account of the Holder, and their verification.
5. The verification of the request for issuing Personal Qualified Certificate for Cloud QES is done in the order of the above items and provides the highest level of security regarding the Holder's identity, his relation with the public key, and his personal control on the access to the private key and the data for activation of the signature.
6. The Holder generates the key pair at the Provider using a B-Trust QHSM module in the cloud QES platform, and the relevant software supporting SAD/SAP scheme for secure personal control over the private key of the Cloud QES.
7. The private key for creating a Personal QC for Cloud QES is secured in the Cloud QES platform via validated cryptographic schemes with security level equivalent to a B-Trust QSCD.

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

8. The issued Personal QC for Cloud QES certifying a public key corresponding to the private key is not provided to the Holder, but it is published in the Public register of the Provider and is available for validity check.
9. The Provider reserves the right to add, if necessary, additional attributes to the Personal QC for Cloud QES.

1.3 General characteristics of B-Trust Professional Qualified Certificate for QES

1. The certificate for electronic signature issued under this Policy has the status of a qualified certificate for QES within the meaning of the Regulation 910/2014.
2. A Professional Qualified Certificate for QES is issued to a Holder – a natural person who is associated with a legal person, and certifies the Holder's electronic identity and the relationship of the Holder with his public key in the certificate.
3. For issuing this certificate, the personal presence of the Holder or a person authorized by him is required at the RA/LRA for verification of his identity by the Provider.
4. The identification procedure includes proofs of the identity of the Holder and their verification.
5. The verification of the request for issuing Professional qualified certificate for QES is done in the order of the above items and provides the highest level of security regarding the Holder's identity and his relation with the public key.
6. The Holder may himself generate the key pair using a B-Trust QSCD and the relevant software or other QSCD that is compatible with the Provider's infrastructure.
7. In the request for issuing Professional qualified certificate for QES to a natural person associated with a legal person, the person representing the Holder is also specified. The identity of that person is also verified.
8. The private key for creating QES is mandatorily generated in the QSCD, and cannot be taken out of it.
9. The issued Professional Qualified Certificate for QES to a natural person associated with a legal person, certifying a public key corresponding to the private key, is mandatorily recorded to a QSCD and is provided to the Holder.
10. The Provider reserves the right to add, if necessary, additional attributes to the Personal Qualified Certificate for QES.

1.4 General characteristics of B-Trust Professional QC for Cloud QES

1. The certificate for cloud electronic signature, issued under this Policy has the status of a QC within the meaning of the Regulation 910/2014.
2. A Professional Qualified Certificate for Cloud QES is issued to a User-Holder – a natural person who is associated with a legal person, and certifies the Holder's electronic identity and the relationship of the Holder with his public key in the certificate.
3. For issuing this certificate, the personal presence of the Holder or a person authorized by him is required at the RA/LRA for verification of his identity by the Provider.
4. The identification procedure includes proofs of the identity of the User-Holder, the ownership of the smartphone with the Cloud QES mobile application, which is registered in the User's account, and their verification.
5. The verification of the request for issuing a Professional Qualified Certificate for Cloud QES is done in the order of the above items and provides the highest level of security regarding the User-Holder's identity, his relation with the public key, and his personal control on the access to the private key and the data for activation of the signature.
6. The Holder generates the key pair at the Provider using a B-Trust QHSM module in the Cloud QES platform, and the relevant software supporting SAD/SAP scheme for secure personal control over the private key of the Cloud QES.
7. In the request for issuing Professional Qualified Certificate for Cloud QES to a natural person associated with a legal person, the person representing the User-Holder is also specified. The identity of that person is also verified.
8. The private key for creating a Professional QC for Cloud QES is secured in the Cloud QES

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

platform via validated cryptographic schemes with security level equivalent to a B-Trust QSCD.

9. The issued Professional Qualified Certificate for Cloud QES to a natural person associated with a legal person is not provided to the Holder, but it is published in the Public register of the Provider and is available for validity check.
10. The Provider reserves the right to add, if necessary, additional attributes to the Professional QC for Cloud QES of a natural person associated with a legal person.

1.5 General characteristics of B-Trust QC for QESeal

1. The certificate for electronic seal, issued under this Policy has the status of a QC within the meaning of the Regulation 910/2014.
2. A QC for QESeal is issued only to a legal person – Creator of a seal, and serves to authenticate the source and integrity of data or electronic statements and the Creator's relation with his public key.
3. For issuing this certificate, the personal presence of the person authorized by the Creator is required at the RA/LRA for verification of the identity of the legal person and the identity of the authorized person by the Provider.
4. The identification procedure includes proofs of the identity of the Creator and the authorized person, and their verification.
5. The verification of the request for issuing a Qualified Certificate for QESeal is done in the order of the above items and provides the highest level of security regarding the Creator's identity and his relation with the public key.
6. In the request for issuing a QC for QESeal, the person authorized to represent the Creator may be specified. The identity of that person is also verified.
7. The Creator may himself generate the key pair using B-Trust QSCD and the relevant software or other QSCD that is compatible with the Provider's infrastructure.
8. The private key for creating QC for QESeal is mandatorily generated in the QSCD, and cannot be taken out of it.
9. The issued QC for QESeal to a legal person, certifying a public key corresponding to the private key is mandatorily recorded to the QSCD, which is provided to the Creator.
10. The Provider reserves the right to add, if necessary, additional attributes to the QC for QESeal.

1.6 Policy Identifiers

1.6.1 B-Trust Personal QC for QES and Personal QC for Cloud QES – Policy indication

1. The Provider shall apply and support the common policy identified in the Personal QC for QES and QC for Cloud QES to a natural person with OID = 1.3.6.1.4.1.15862.1.6.1.1, which corresponds to the „QCP-n-qscd“ policy (OID 0.4.0.194112.1.2) based on ETSI EN 319 411-2.
2. The Provider shall enter additionally „qcp-public-with-sscd“ policy (O.I.D. = 0.4.0.1456.1.1) based on ETSI EN 101 456 in the Personal QC for QES and QC for Cloud QES, indicating that the private key has been generated and is stored and used on a QSCD.
3. The Provider shall enter an identifier „id-etsi-qcs-QcCompliance“ (OID=0.4.0.1862.1.1) in the „Qualified Statements“ attribute of the Personal QC for QES and QC for Cloud QES, indicating that the certificate is qualified.
4. The Provider shall enter an identifier „id-etsi-qcs-QcSSCD“ (OID=0.4.0.1862.1.4) in the „Qualified Statements“ attribute of the Personal QC for QES and QC for Cloud QES, indicating that the private key has been generated and is stored and used with the QSCD.
5. The Provider shall enter an identifier „id-etsi-qcs-QcType“ (OID=0.4.0.1862.1.6), with the value „id-etsi-qct-esign“ (OID=0.4.0.1862.1.6.1) in the „Qualified Statements“ attribute of the Personal QC for QES and QC for Cloud QES, indicating that the certificate is used for qualified electronic signature.
6. The Provider shall enter an identifier „id-etsi-qcs-QcPDS“ (OID=0.4.0.1862.1.5) in the „Qualified Statements“ attribute of the Personal QC for QES and QC for Cloud QES, with a value indicating the address (URL-link), on which the B-Trust Disclosure Statement of the Provider has been published.

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

1.6.2 B-Trust Professional QC for QES and Professional QC for Cloud QES – Policy indication

1. The Provider shall apply and support the common policy identified in the Professional QC for QES and the Professional QC for Cloud QES of a natural person associated with a legal person, with OID= 1.3.6.1.4.1.15862.1.6.1.2, which corresponds to the policy „QCP-n-qscd“ (OID 0.4.0.194112.1.2) based on ETSI EN 319 411-2.
2. The Provider shall enter additionally the policy „qcp-public-with-sscd“ (O.I.D.= 0.4.0.1456.1.1) based on ETSI EN 101 456 in the Professional QC for QES and QC for Cloud QES, indicating that the private key has been generated and is stored and used on a QSCD.
3. The Provider shall enter an identifier „id-etsi-qcs-QcCompliance“ (OID=0.4.0.1862.1.1) in the „Qualified Statements“ attribute of the Professional QC for QES and QC for Cloud QES, indicating that the certificate is qualified.
4. The Provider enters an identifier „id-etsi-qcs-QcSSCD“ (OID=0.4.0.1862.1.4) in the „Qualified Statements“ attribute of the Professional QC for QES and QC for Cloud QES, indicating that the private key has been generated and is stored and used on a QSCD.
5. The Provider enters an identifier „id-etsi-qcs-QcType“ (OID=0.4.0.1862.1.6), with the value „id-etsi-qct-esign“ (OID=0.4.0.1862.1.6.1) in the „Qualified Statements“ attribute of the Professional QC for QES and QC for cloud QES, indicating that the certificate is used for electronic signature.
6. The Provider enters an identifier „id-etsi-qcs-QcPDS“ (OID=0.4.0.1862.1.5) in the „Qualified Statements“ attribute of the Professional QC for QES and QC for Cloud QES, with a value indicating the address (URL-link), on which the B-Trust Disclosure Statement of the Provider has been published.

1.6.3 B-Trust QC for QESeal – Policy designation

1. The Provider shall apply and support the common policy identified in the QC for QESeal of a legal person with OID= 1.3.6.1.4.1.15862.1.6.1.3, which corresponds to the policy „QCP-l“ (OID 0.4.0.194112.1.1) based on ETSI EN 319 411-2.
2. The Provider shall enter an identifier „id-etsi-qcs-QcCompliance“ (OID=0.4.0.1862.1.1) in the „Qualified Statements“ attribute of the QC for QESeal, indicating that the certificate is qualified.
3. The Provider shall enter an identifier „id-etsi-qcs-QcSSCD“ (OID=0.4.0.1862.1.4) in the „Qualified Statements“ attribute of the QC for QESeal, indicating that the private key has been generated and is stored and used on a QSCD.
4. The Provider shall enter an identifier „id-etsi-qcs-QcType“ (OID=0.4.0.1862.1.6) with the value „id-etsi-qct-eseal“ (oid=0.4.0.1862.1.6.2) in the „Qualified Statements“ attribute of the QC for QESeal, indicating that the certificate is used for qualified electronic seal.
5. The Provider shall enter an identifier „id-etsi-qcs-QcPDS“ (OID=0.4.0.1862.1.5) in the „Qualified Statements“ attribute of the QC for QESeal, with a value indicating the address (URL-link), on which the B-Trust Disclosure Statement of the Provider has been published.

1.7 Purpose and use of the certificates

1.7.1 B-Trust Personal QC for QES and Personal QC for Cloud QES

1. The Personal QC for QES and QC for Cloud QES can be used for creating QES by the natural person specified as a Holder in the certificate, to electronic documents and applications, which require the highest level of information security.
2. The Relying Party must perform due diligence to verify the purpose and applicability of the certificate and the software applications, with which the signature is created and verified, when trusting the electronic signature accompanied by this certificate.
3. Before trusting the electronic signature, the Relying Party should check in the Personal QC for QES and QC for Cloud QES the policy designation applicable to the certificate (Certificate Policy attribute) and the purpose and limitations of the validity of the certificate described in the Key Usage and Extended Key Usage attributes.
4. The Personal QC for QES and QC for Cloud QES have the effect of a handwritten signature to everyone within the meaning of Regulation 910/2014, and identify the User as a Holder of QES.

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

5. The Personal QC for QES and QC for Cloud QES can also be used for sending secure and encrypted electronic messages and for secure and encrypted communications, access to information, and online transactions requiring the highest level of security.

1.7.2 B-Trust Professional QC for QES and Professional QC for Cloud QES

1. The Professional QC for QES and Professional QC for Cloud QES of a natural person associated with a legal person can be used for creating QES by the natural person specified as a Holder in the certificate, to electronic documents and applications, which require the highest level of information security.
2. The Relying Party must perform due diligence to verify the purpose and applicability of the certificate and the software applications, with which the signature is created and verified, when trusting the electronic signature accompanied by this certificate.
3. Before trusting the certificate, the Relying Party should check in the Professional QC for QES and Professional QC for Cloud QES the policy designation applicable to this certificate (Certificate Policy attribute) and the purpose and limitations of the validity of the certificate described in the Key Usage and Extended Key Usage attributes.
4. The Professional QC for QES and Professional QC for Cloud QES have the effect of a handwritten signature to everyone within the meaning of Regulation 910/2014, and identify the User as a Holder of QES.
5. The Professional QC for QES and Professional QC for Cloud QES can also be used for sending secure and encrypted electronic messages and for secure and encrypted communications, access to information, and online transactions requiring the highest level of security.

1.7.3 B-Trust Organization qualified certificate for QESeal

1. The QC for QESeal of a legal person is used for creating a QESeal by the Creator, specified in the certificate, to electronic documents and electronic transactions/applications, which require the highest level of information security.
2. According to Regulation 910/2014 a QC for QESeal should not be used and applied as an electronic signature of a legal person. The QC for QESeal serves only to authenticate the source and integrity of sealed electronic documents/statements (by an 'electronic' office/organization). Where a transaction requires an electronic signature of a legal person, the qualified electronic signature of the authorized representative of the legal person shall be treated as equivalent.
3. The Relying Party must perform due diligence to verify the purpose and applicability of the certificate and the software applications, with which the seal is created and verified, when trusting the electronic seal accompanied by this certificate.
4. Before trusting the electronic seal, the Relying Party should check in the QC for QESeal the policy designation applicable to this certificate (Certificate Policy attribute), and the purpose and limitations of the validity of the certificate described in the Key Usage, Extended Key Usage and Qualified Statements attributes.
5. In addition to the authentication of documents issued by a legal person, electronic seals may be used to authenticate the digital assets of a legal person such as software code or servers.

1.8 Limitation of authentication action

1. If a QC is issued with a limitation of the authentication action, the Practice Statement of the Provider allows the certificate to contain a limitation on the purposes and / or value of transactions between Users and Relying parties using a qualified electronic signature/seal.
2. The Provider must use the "Qualified Statements" requisite in the QC.
3. The limitation of the QCs on value of transactions that Users conclude through the use of an electronic signature is agreed between them and each Relying Party, and is outside the scope of this document.
4. In accordance with EU Regulation 910/2014, the QC for QESeal should not be used and applied as an electronic signature of a legal person. The QC for QESeal serves only to authenticate the source and integrity of automatically sealed electronic documents / statements ("electronic" office /organization).

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

1.9 Use of certificates outside the scope and restrictions

- When a User or a Relying party uses or trust a QC with a purpose other than those specified in the "Key Usage", "Extended Key Usage," "Certificate Policy," or "Qualified Statements", the responsibility is entirely theirs and does not engage the Provider in any way.

1.10 Management of the Provider Policy

- The Policy of the Provider (this document) is subject to administrative management and control by the Board of Directors of BORICA.
- Changes, modifications and additions are permitted, which do not affect the rights and obligations arising from this document and the standard contract between the Provider and the Users after approval and validation by the Board of Directors.
- Each submitted and approved new or edited version of this document shall be immediately published on the Provider's website.
- Any comments, queries and explanations regarding this document may be made to:
 - e-mail address of the Certification Authority: info@b-trust.org;
 - e-mail address of the Provider: info@borica.bg;
 - Telephone: 0700 199 10.

2 CERTIFICATE PROFILES

2.1 Profile of B-Trust Personal QC for QES and Personal QC for Cloud QES

- The Personal QC for QES and Personal QC for Cloud QES have the same profile.
- The Provider issues B-Trust Personal qualified certificate QES and B-Trust Personal qualified certificate CQES with a profile described below:

Field	Attributes	Value/Meaning
Version	-	V3
Serial number	-	[serial number]
Signature algorithm	-	Sha256RSA
Signature hash algorithm	-	Sha256
Issuer	CN =	B-Trust Operational Qualified CA
	OU =	B-Trust
	O =	BORICA AD
	OrganizationIdentifier(2.5.4.97) =	NTRBG-201230426
	C =	BG
Validity from	-	[Start of validity period]
Validity to	-	[End of validity period]
Subject	CN =	[Common name: Name chosen by the natural person. If not specified, the full name is entered]
	G =	[First name of the natural person according to identity document]
	SN =	[Surname of the natural person according to identity document]

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

	SERIALNUMBER =	[Natural person identifier. <ul style="list-style-type: none"> • For a Bulgarian citizen - one of the following: <ul style="list-style-type: none"> ○ PNOBG-XXXXXXXXXX for EGN ○ PASSBG-XXXXXXXXXX for passport number ○ IDCBG-XXXXXXXXXX for ID card number ○ TINBG-XXXXXXXXXX for tax number of a natural person ○ PI:BG-XXXXXXXXXX for ID number of a foreign citizen ○ BT:BG-XXXXXXXXXX for natural person number issued by B-Trust CA • For a foreign citizen – one of the following: <ul style="list-style-type: none"> ○ PNOYY- XXXXXXXXXXXX for national identity number ○ PASSYY- XXXXXXXXX for passport number ○ IDCYY- XXXXXXXXXXXX for national ID card number <p style="margin-left: 40px;">where YY is the country code of the natural person under ISO 3166</p>]
	E =	[email address]
	C =	BG
Public key	-	RSA(2048 bits)
Subject Key Identifier	-	[hash of the „Public key“]
Authority Key Identifier	KeyID =	[hash of the „Public key “ of the „Issuer“]
Issuer Alternative Name	URL =	http://www.b-trust.org
Basic Constraints	Subject Type = Path length Constraint =	End Entity None
Certificate Policy	-	[1] Certificate Policy: Policy Identifier=1.3.6.1.4.1.15862.1.6.1.1 [1,1]Policy Qualifier Info: Policy Qualifier ID=CPS Qualifier: http://www.b-trust.org/documents/cps [2] Certificate Policy: Policy Identifier=0.4.0.1456.1.1 [3] Certificate Policy: Policy identifier=0.4.0.194112.1.2
Enhanced Key Usage	-	Client Authentication, Secure Email
CRL Distribution Points	-	[1] CRL Distribution Point Distribution Point Name: Full Name: URL= http://crl.b-trust.org/repository/B-TrustOperationalQCA.crl
Authority Information Access	-	[1] Authority Info Access Access Method=On-line Certificate Status Protocol Alternative Name: URL=http://ocsp.b-trust.org [2] Authority Info Access Access Method=Certification Authority Issuer (1.3.6.1.5.5.7.48.2) Alternative Name: URL=http://ca.b-trust.org/repository/B-TrustOperationalQCAOCSP.cer
Key Usage (critical)	-	Digital Signature, Non-repudiation, Key Encipherment
Qualified Statement	Qualified Certificate Statement:	id-qcs-pkixQCSyntax-v2 (oid=1.3.6.1.5.5.7.11.2) id-etsi-qcs-QcCompliance (QcSSCD) (oid=0.4.0.1862.1.4)

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

	id-etsi-qcs-QcType (oid=0.4.0.1862.1.6)	id-etsi-qct-esign (oid=0.4.0.1862.1.6.1)
	id-etsi-qcs-QcPDS (oid=0.4.0.1862.1.5)	PdsLocations PdsLocation=https://www.b-trust.org/documents/pds/pds_en.pdf language=en

2.2 Profile of B-Trust Professional QC for QES and Professional QC for Cloud QES

1. The Professional QC for QES and Professional QC for Cloud QES have the same profile.
2. The Provider issues B-Trust Professional qualified certificate QES and B-Trust Professional qualified certificate CQES to a natural person associated with a legal person with profile described below:

Field	Attributes	Value/Meaning
Version	-	V3
Serial number	-	[serial number]
Signature algorithm	-	Sha256RSA
Signature hash algorithm	-	Sha256
Issuer	CN =	B-Trust Operational Qualified CA
	OU =	B-Trust
	O =	BORICA AD
	OrganizationIdentifier(2.5.4.97)=	NTRBG-201230426
	C =	BG
Validity from	-	[Start of validity period]
Validity to	-	[End of validity period]
Subject	CN =	[Common name: Name chosen by the natural person. If not specified, the full name is entered]
	G =	[First name of the natural person according to identity document]
	SN =	[Surname of the natural person according to identity document]
	SERIALNUMBER =	[Natural person identifier. <ul style="list-style-type: none"> • For a Bulgarian citizen - one of the following: <ul style="list-style-type: none"> ○ PNOBG-XXXXXXXXXX for EGN ○ PASSBG-XXXXXXXXXX for passport number ○ IDCBG-XXXXXXXXXX for ID card number ○ TINBG-XXXXXXXXXX for VAT number of a natural person ○ PI:BG-XXXXXXXXXX for ID number of a foreign citizen ○ BT:BG-XXXXXXXXXX natural person number issued by B-Trust CA • For a foreign citizen – one of the following: <ul style="list-style-type: none"> ○ PNOYY- XXXXXXXXXXXX for national identity number ○ PASSYY- XXXXXXXXXXXX for passport number ○ IDCYY- XXXXXXXXXXXX or national ID card number <p>where YY is the country code of the natural person under ISO 3166</p>]
	O =	[Name of the legal person]
	2.5.4.97=(organizationIdentifier)	[Identifier of a legal entity with which the individual is associated. One of the following: <ul style="list-style-type: none"> • VATBG-XXXXXXXXXX – for VAT number • NTRBG-XXXXXXXXXX – for UIC (BULSTAT)]
	E =	[email address]
	C =	BG
Public key	-	RSA(2048 bits)

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

Subject Key Identifier	-	[hash of the „Public key“]
Authority Key Identifier	KeyID =	[hash of the „Public key“ of the „Issuer“]
Issuer Alternative Name	URL =	http://www.b-trust.org
Basic Constraints	Subject Type = Path length Constraint =	End Entity None
Certificate Policy	-	[1] Certificate Policy: Policy Identifier=1.3.6.1.4.1.15862.1.6.1.2 [1,1]Policy Qualifier Info: Policy Qualifier ID=CPS Qualifier: http://www.b-trust.org/documents/cps [2] Certificate Policy: Policy Identifier=0.4.0.1456.1.1 [3] Certificate Policy: Policy identifier=0.4.0.194112.1.2
Enhanced Key Usage	-	Client Authentication, Secure Email
CRL Distribution Points	-	[1] CRL Distribution Point Distribution Point Name: Full Name: URL= http://crl.b-trust.org/repository/B-TrustOperationalQCA.crl
Authority Information Access	-	[1] Authority Info Access Access Method=On-line Certificate Status Protocol Alternative Name: URL=http://ocsp.b-trust.org [2] Authority Info Access Access Method=Certification Authority Issuer (1.3.6.1.5.5.7.48.2) Alternative Name: URL=http://ca.b-trust.org/repository/B-TrustOperationalQCAOCSP.cer
Key Usage (critical)	-	Digital Signature, Non-repudiation, Key Encipherment
Qualified Statement	Qualified Certificate Statement:	id-qcs-pkixQCSyntax-v2 (oid=1.3.6.1.5.5.7.11.2) id-etsi-qcs-SemanticsId-Natural (oid=0.4.0.194121.1.1) id-etsi-qcs-SemanticsId-Legal (oid=0.4.0.194121.1.2) id-etsi-qcs-QcCompliance (oid=0.4.0.1862.1.1) id-etsi-qcs-QcSSCD (oid=0.4.0.1862.1.4) id-etsi-qcs-QcType (oid=0.4.0.1862.1.6) id-etsi-qcs-QcPDS (oid=0.4.0.1862.1.5)
		id-etsi-qcs-semanticId-Natural (oid=0.4.0.194121.1.1) id-etsi-qcs-SemanticsId-Legal (oid=0.4.0.194121.1.2) id-etsi-qct-esign (oid=0.4.0.1862.1.6.1) PdsLocations PdsLocation=https://www.b-trust.org/documents/pds/pds_en.pdf language=en

2.3 Profile of B-Trust Organization QC for QES

1. The Provider issues B-Trust Organization qualified certificate QES with a profile described below:

Field	Attributes	Value/Meaning
Version	-	V3
Serial number	-	[serial number]
Signature algorithm	-	Sha256RSA
Signature hash algorithm	-	Sha256
Issuer	CN =	B-Trust Operational Qualified CA
	OU =	B-Trust
	O =	BORICA AD
	OrganizationIdentifier(2.5.4.97)	NTRBG-201230426

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

) = C =		BG
Validity from	-		[start of validity period]
Validity to	-		[end of validity period]
Subject	CN=		[Name of the Creator (Friendly name)]
	O =		[Name of the Creator (Company or legal person)]
	2.5.4.97= (organizationIdentifier)		[Creator identifier. One of the following: <ul style="list-style-type: none"> • VATBG-XXXXXXXXXX – for VAT number • NTRBG-XXXXXXXXXX – for UIC (BULSTAT)]
	E =		[email address]
	C =		BG or YY where YY is the country code under ISO 3166 where the Creator is registered
Public key	-		RSA(2048 bits)
Subject Key Identifier	-		[hash of the „Public key“]
Authority Key Identifier	KeyID =		[hash of the „Public key“ of the „Issuer“]
Issuer Alternative Name	URL =		http://www.b-trust.org
Basic Constraints	Subject Type = Path length Constraint =		End Entity None
Certificate Policy	-		[1] Certificate Policy: Policy Identifier=1.3.6.1.4.1.15862.1.6.1.3 [1,1]Policy Qualifier Info: Policy Qualifier ID=CPS Qualifier: http://www.b-trust.org/documents/cps [2] Certificate Policy: Policy Identifier=0.4.0.194112.1.1
Enhanced Key Usage	-		Client Authentication, Secure Email
CRL Distribution Points	-		[1] CRL Distribution Point Distribution Point Name: Full Name: URL= http://crl.b-trust.org/repository/B-TrustOperationalQCA.crl
Authority Information Access	-		[1] Authority Info Access Access Method=On-line Certificate Status Protocol Alternative Name: URL=http://ocsp.b-trust.org [2] Authority Info Access Access Method=Certification Authority Issuer (1.3.6.1.5.5.7.48.2) Alternative Name: URL=http://ca.b-trust.org/repository/B-TrustOperationalQCAOCSP.cer
Key Usage (critical)	-		Digital Signature, Key Encipherment
Qualified Statement	Qualified Certificate Statement:	id-qcs-pkixQCSyntax-v2 (oid=1.3.6.1.5.5.7.11.2)	id-etsi-qcs-SemanticsId-Legal (oid=0.4.0.194121.1.2)
		id-etsi-qcs-QcCompliance (oid=0.4.0.1862.1.1)	
		id-etsi-qcs-QcType (oid=0.4.0.1862.1.6)	id-etsi-qct-eseal (oid=0.4.0.1862.1.6.2)
		id-etsi-qcs-QcPDS (oid=0.4.0.1862.1.5)	PdsLocations PdsLocation=https://www.b-trust.org/documents/pds/pds_en.pdf language=en

3 PUBLICATION AND REGISTRATION RESPONSIBILITIES

3.1 Public Register

As described in section 2.1. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

3.2 Public Repository

As described in section 2.1. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

3.3 Publication of Certification Information

As described in section 2.1. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

3.4 Frequency of Publication

As described in section 2.1. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

3.5 Access to the Register and Repository

As described in section 2.1. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

4 IDENTIFICATION AND AUTHENTICATION

4.1 Naming

As described in section 3.1. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

4.2 Initial identification and authentication

As described in section 3.2. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

4.3 Identification and authentication for certificate renewal

As described in section 3.3. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

4.4 Identification and authentication for suspension

As described in section 3.4. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

4.5 Identification and authentication for revocation

As described in section 3.5. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

4.6 Identification and authentication after revocation

As described in section 3.6. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5 OPERATIONAL REQUIREMENTS AND PROCEDURES

1. The Provider, through the RA/LRA, within the framework of a QCS Agreement, performs the following QCS operating procedures applicable to the QC of this Policy:

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

- registration of issuance application;
 - processing issuance request;
 - issuing;
 - handover;
 - use of key pair and QC;
 - “Renew”;
 - “Re-key”;
 - suspension / resumption;
 - revocation;
 - QC status.
2. These operational procedures of the Provider are common for the QC for QES and QC for QESeal.
 3. The Provider allows a User (Holder/Creator) to terminate via RA/ LRA the Certification Services Contract between them.

5.1 Certificate Application

As described in section 4.1. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5.2 Certificate issuance procedure

As described in section 4.2. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5.3 Certificate issuance

As described in section 4.3. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5.4 Certificate acceptance and publication

As described in section 4.4. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5.5 Key pair and certificate usage

As described in section 4.5. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5.6 Certificate renewal

As described in section 4.6. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5.7 Certificate renewal with the generation of a new key pair (re-key)

As described in section 4.7. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5.8 Certificate modification

As described in section 4.8. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5.9 Certificate suspension and revocation

As described in section 4.9. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5.10 Certificate status

As described in section 4.10. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5.11 Termination of a Contract for Trusted Services

As described in section 4.11. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

5.12 Key recovery

As described in section 4.12. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

6 FACILITY, MANAGEMENT, AND OPERATIONAL CONTROLS

6.1 Physical controls

As described in section 5.1. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

6.2 Procedural controls

As described in section 5.2. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

6.3 Staff qualification and training

As described in section 5.3. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

6.4 Logging procedures

As described in section 5.4. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

6.5 Archiving

As described in section 5.5. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

6.6 Key changeover

As described in section 5.6. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

6.7 Compromise and disaster recovery

As described in section 5.7. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

6.8 Compromise of a Private Key

As described in section 5.8. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

6.9 Provider Termination

As described in section 5.9. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

7 TECHNICAL SECURITY CONTROL AND MANAGEMENT

7.1 Key Pair Generation and Installation

As described in section 6.1. of the document „Certification Practice Statement for qualified certificates

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

7.2 Generation Procedure

As described in section 6.2. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

7.3 Private Key Protection and Cryptographic Module Engineering Controls

As described in section 6.3. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

7.4 Other Aspects of Key Pair Management

As described in section 6.4. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

7.5 Activation Data

As described in section 6.5. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

7.6 Security of Computer Systems

As described in section 6.6. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

7.7 Development and Operation (Life Cycle)

As described in section 6.7. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

7.8 Additional Tests

As described in section 6.8. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

7.9 Network Security

As described in section 6.9. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

7.10 Verification of Time

As described in section 6.10. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

8 INSPECTION AND CONTROL OF PROVIDER’S ACTIVITIES

8.1 Periodic and Circumstantial Inspection

As described in section 9.1. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

8.2 Qualifications of the Inspectors

As described in section 9.2. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

8.3 Relationship of the Inspecting Persons with the Provider

As described in section 9.3. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

8.4 Scope of the Inspection

As described in section 9.4. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

8.5 Discussion of Results and Follow-Up Actions

As described in section 9.5. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9 BUSINESS AND LEGAL ISSUES

9.1 Prices and fees

As described in section 10.1. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.2 Financial liability

As described in section 10.2. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.3 Confidentiality of business information

As described in section 10.3. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.4 Personal data protection

As described in section 10.4. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.5 Intellectual property rights

As described in section 10.5. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.6 Responsibility and warranties

As described in section 10.6. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.7 Disclaimers of warranties

As described in section 10.7. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.8 Limitation of liability of the Provider

As described in section 10.8. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.9 Indemnities for the Provider

As described in section 10.9. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.10 Term and termination

As described in section 10.10. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.11 Notices and communication with participants

As described in section 10.11. of the document „Certification Practice Statement for qualified

**POLICY ON THE PROVISION OF QUALIFIED CERTIFICATES
FOR QUALIFIED ELECTRONIC SIGNATURE, CLOUD QUALIFIED ELECTRONIC SIGNATURE
AND QUALIFIED ELECTRONIC SEAL**

certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.12 Amendments to the document

As described in section 10.12. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.13 Dispute settlement (jurisdiction)

As described in section 10.13. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.14 Governing law

As described in section 10.14. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).

9.15 Compliance with applicable law

As described in section 10.15. of the document „Certification Practice Statement for qualified certificates and qualified trusted services” of BORICA AD (B-Trust CPS-eIDAS).