

# CSP SSL Certification Practice Statement

**CSP SSL Certificate Services  
CENTRAL SECURITY PATROLS CO. ,LTD.**

Version 1.0  
**06 October. 2006**

<http://cspssl.jp>

<b>1</b>	<b>General</b>	<b>7</b>
1.1	CSP SSL	7
1.2	CSP CPS	7
1.3	CPS Suitability, Amendments and Publication	7
1.4	Other Practice Statements & Agreements	8
1.5	Liability of CSP SSL	8
1.6	Compliance with applicable standards	8
1.7	Digital Certificate Policy Overview	8
1.8	CSP SSL PKI Hierarchy	10
1.8.1	High Assurance SSL Certificates	10
1.8.2	Low Assurance SSL certificates	10
1.8.3	SGC enabled SSL certificates	11
1.8.4	Code Signing certificates	11
1.8.5	Client certificates	11
1.9	CSP SSL Certification Authority	11
1.10	CSP SSL Registration Authorities	11
1.10.1	Reseller Partners	12
1.10.2	EPKI Manager Account Holders	12
1.11	Subscribers	12
1.12	Relying Parties	12
<b>2</b>	<b>Technology</b>	<b>12</b>
2.1	CSP SSL CA Infrastructure	13
2.1.1	Root CA Signing Key Protection & Recovery	13
2.1.2	CA Root Signing Key Generation Process	13
2.1.3	CA Root Signing Key Archival	13
2.1.4	Procedures employed for CA Root Signing Key Changeover	14
2.1.5	CA Root Public Key Delivery to Subscribers	14
2.1.6	Physical CA Operations	14
2.2	Digital Certificate Management	14
2.3	CSP SSL Directories, Repository and Certificate Revocation Lists	15
2.4	Types of CSP SSL Certificates	15
2.4.1	CSP SSL Secure Server Certificates	15
2.4.2	CSP SSL Code Signing Certificates	17
2.4.3	CSP Secure Email Certificates	17
2.5	Extensions and Naming	17
2.5.1	Digital Certificate Extensions	17
2.5.2	Incorporation by Reference for Extensions and Enhanced Naming	18
2.6	Subscriber Private Key Generation Process	18
2.7	Subscriber Private Key Protection and Backup	18
2.8	Subscriber Public Key Delivery to CSP	18
2.9	Delivery of Issued Subscriber Certificate to Subscriber	18
2.9.1	Secure Server Certificate: CSP SSL Multi-Domain Certificates	18
2.9.2	Secure Server Certificate: CSP SSL, CSP SSL SGC	19
2.9.3	Secure Email Certificate	19
2.10	Delivery of Issued Subscriber Certificate to Web Host Reseller Partner	19

2.11	<i>Delivery of Issued Subscriber Certificate to EPKI Manager Account Holder</i> .....	19
2.12	<i>CSP Certificates Profile</i> .....	19
2.12.1	Key Usage extension field.....	19
2.12.2	Extension Criticality Field .....	20
2.12.3	Basic Constraints Extension.....	20
2.12.4	Certificate Policy (CP) .....	20
2.13	<i>CSP Certificate Revocation List Profile</i> .....	24
<b>3</b>	<b>Organisation</b> .....	<b>25</b>
3.1	<i>Conformance to this CPS</i> .....	25
3.2	<i>Termination of CA Operations</i> .....	25
3.3	<i>Form of Records</i> .....	25
3.4	<i>Records Retention Period</i> .....	25
3.5	<i>Logs for Core Functions</i> .....	25
3.5.1	CA & Certificate Lifecycle Management.....	26
3.5.2	Security Related Events .....	26
3.5.3	Certificate Application Information .....	26
3.5.4	Log Retention Period .....	26
3.6	<i>Business Continuity Plans and Disaster Recovery</i> .....	26
3.7	<i>Availability of Revocation Data</i> .....	27
3.8	<i>Publication of Critical Information</i> .....	27
3.9	<i>Confidential Information</i> .....	27
3.9.1	Types of Information deemed as Confidential .....	27
3.9.2	Types of Information not deemed as Confidential .....	27
3.9.3	Access to Confidential Information .....	28
3.9.4	Release of Confidential Information .....	28
3.10	<i>Personnel Management and Practices</i> .....	28
3.10.1	Trusted roles.....	28
3.10.2	Personnel controls .....	28
3.11	<i>Privacy Policy</i> .....	28
3.12	<i>Publication of information</i> .....	28
<b>4</b>	<b>Practices and Procedures</b> .....	<b>29</b>
4.1	<i>Certificate Application Requirements</i> .....	29
4.1.1	Reseller Partner Certificate Applications .....	29
4.1.2	EPKI Manager Account Holder Certificate Applications .....	29
4.1.3	Methods of application.....	30
4.2	<i>Application Validation</i> .....	30
4.2.1	Secure Server Certificate – CSP SSL and CSP SSL SGC Application Four Step Validation Process .....	30
4.2.2	Secure Server Certificate – CSP SSL Multi-domain Certificates Application One Step Validation Process .....	30
4.2.3	Code Signing Certificate Application Four Step Validation Process .....	31
4.2.4	Secure Email Certificate.....	31
4.3	<i>Validation Information for Certificate Applications</i> .....	32
4.3.1	Application Information for Organisational Applicants.....	32
4.3.2	Supporting Documentation for Organisational Applicants .....	32
4.3.3	Application Information for Individual Applicants.....	32
4.3.4	Supporting Documentation for Individual Applicants .....	33
4.4	<i>Validation Requirements for Certificate Applications</i> .....	33
4.4.1	Third-Party Confirmation of Business Entity Information.....	33

4.4.2	Serial Number Assignment .....	33
4.5	<i>Time to Confirm Submitted Data</i> .....	34
4.6	<i>Approval and Rejection of Certificate Applications</i> .....	34
4.7	<i>Certificate Issuance and Subscriber Consent</i> .....	34
4.8	<i>Certificate Validity</i> .....	34
4.9	<i>Certificate Acceptance by Subscribers</i> .....	34
4.10	<i>Verification of Digital Signatures</i> .....	34
4.11	<i>Reliance on Digital Signatures</i> .....	34
4.12	<i>Certificate Suspension</i> .....	35
4.13	<i>Certificate Revocation</i> .....	35
4.13.1	Request for Revocation .....	35
4.13.2	Effect of Revocation .....	36
4.14	<i>Renewal</i> .....	36
4.15	<i>Notice Prior to Expiration</i> .....	36
4.16	<i>CSP Representations</i> .....	36
4.17	<i>Information Incorporated by Reference into a CSP Digital Certificate</i> .....	36
4.18	<i>Displaying Liability Limitations, and Warranty Disclaimers</i> .....	36
4.19	<i>Publication of Certificate Revocation Data</i> .....	37
4.20	<i>Duty to Monitor the Accuracy of Submitted Information</i> .....	37
4.21	<i>Publication of Information</i> .....	37
4.22	<i>Interference with CSP Implementation</i> .....	37
4.23	<i>Standards</i> .....	37
4.24	<i>CSP Partnerships Limitations</i> .....	37
4.25	<i>CSP Limitation of Liability for a CSP Partner</i> .....	37
4.26	<i>Choice of Cryptographic Methods</i> .....	38
4.27	<i>Reliance on Unverified Digital Signatures</i> .....	38
4.28	<i>Rejected Certificate Applications</i> .....	38
4.29	<i>Refusal to Issue a Certificate</i> .....	38
4.30	<i>Subscriber Obligations</i> .....	38
4.31	<i>Representations by Subscriber upon Acceptance</i> .....	39
4.32	<i>Indemnity by Subscriber</i> .....	39
4.33	<i>Obligations of CSP Registration Authorities</i> .....	40
4.34	<i>Obligations of a Relying Party</i> .....	40
4.35	<i>Legality of Information</i> .....	40
4.36	<i>Subscriber Liability to Relying Parties</i> .....	40
4.37	<i>Duty to Monitor Agents</i> .....	40
4.38	<i>Use of Agents</i> .....	40
4.39	<i>Conditions of usage of the CSP Repository and Web site</i> .....	41
4.40	<i>Accuracy of Information</i> .....	41
4.41	<i>Obligations of CSP</i> .....	41

4.42	<i>Fitness for a Particular Purpose</i> .....	41
4.43	<i>Other Warranties</i> .....	42
4.44	<i>Non-Verified Subscriber Information</i> .....	42
4.45	<i>Exclusion of Certain Elements of Damages</i> .....	42
4.46	<i>Certificate Insurance Plan</i> .....	42
4.46.1	CSP SSL Pro Certificate .....	43
4.46.2	CSP SSL Premium Certificate .....	43
4.46.3	CSP SSL SGC Certificate .....	43
4.46.4	Code Signing Certificate .....	43
4.46.5	Secure Email Certificate.....	43
4.46.6	CSP SSL Multi-Domain Certificates .....	43
4.47	<i>Financial Limitations on Certificate Usage</i> .....	43
4.48	<i>Damage and Loss Limitations</i> .....	43
4.49	<i>Conflict of Rules</i> .....	43
4.50	<i>CSP Intellectual Property Rights</i> .....	43
4.51	<i>Infringement and Other Damaging Material</i> .....	43
4.52	<i>Ownership</i> .....	44
4.53	<i>Governing Law</i> .....	44
4.54	<i>Jurisdiction</i> .....	44
4.55	<i>Dispute Resolution</i> .....	44
4.56	<i>Successors and Assigns</i> .....	44
4.57	<i>Severability</i> .....	44
4.58	<i>Interpretation</i> .....	45
4.59	<i>No Waiver</i> .....	45
4.60	<i>Notice</i> .....	45
4.61	<i>Fees</i> .....	45
4.62	<i>CSP Reissue Policy</i> .....	45
4.63	<i>CSP Refund Policy</i> .....	46
<b>5</b>	<b>General Issuance Procedure</b> .....	<b>47</b>
5.1	<i>General - CSP</i> .....	47
5.2	<i>Certificates issued to Individuals and Organisations</i> .....	47
5.3	<i>Content</i> .....	47
5.3.1	Secure Server Certificates – CSP SSL(Pro , Premium, Wildcard certificates ) and CSP SSL SGC 47	
5.3.2	Secure Server Certificates – CSP SSL Multi-Domain Certificates .....	47
5.3.3	Code Signing Certificates.....	48
5.3.4	Secure Email Certificates .....	48
5.4	<i>Time to Confirm Submitted Data</i> .....	48
5.5	<i>Issuing Procedure</i> .....	48
	<b>Document Control</b> .....	<b>49</b>

## Terms and Acronyms Used in the CPS

### Acronyms:

CA	Certificate Authority
CPS	Certification Practice Statement
CRL	Certificate Revocation List
CSR	Certificate Signing Request
EPKI	Enterprise Public Key Infrastructure Manager
FTP	File Transfer Protocol
HTTP	Hypertext Transfer Protocol
ITU	International Telecommunication Union
ITU-T	ITU Telecommunication Standardization Sector
PKI	Public Key Infrastructure
PKIX	Public Key Infrastructure (based on X.509 Digital Certificates)
PKCS	Public Key Cryptography Standard
RA	Registration Authority
SSL	Secure Sockets Layer
TLS	Transaction Layer Security
URL	Uniform Resource Locator
X.509	The ITU-T standard for Certificates and their corresponding authentication framework

### Terms:

Applicant:	The Applicant is an entity applying for a Certificate.
Subscriber:	The Subscriber is an entity that has been issued a certificate.
Relying Party:	The Relying Party is an entity that relies upon the information contained within the Certificate.
Subscriber Agreement:	The Subscriber Agreement is an agreement that must be read and accepted by an Applicant before applying for a Certificate. The Subscriber Agreement is specific to the Digital Certificate product type as presented during the product online order process and is available for reference at <a href="https://cspssl.jp/repository">cspssl.jp/repository</a> .
Relying Party Agreement:	The Relying Party Agreement is an agreement that must be read and accepted by a Relying Party prior to validating, relying on or using a Certificate and is available for reference at <a href="https://cspssl.jp/repository">cspssl.jp/repository</a> .
Certificate Policy:	The Certificate Policy is a statement of the issuer that corresponds to the prescribed usage of a digital certificate within an issuance context.

## 1 General

This document is the **CENTRAL SECURITY PATROLS CO., LTD.** (“CSP” or “CSP SSL”) Certification Practice Statement (CPS) and outlines the legal, commercial and technical principles and practices that **CSP SSL** employs in providing certification services that include, but are not limited to, approving, issuing, using and managing of Digital Certificates and in maintaining a X.509 Certificate based public key infrastructure (PKIX) in accordance with the Certificate Policies determined by **CSP SSL**. It also defines the underlying certification processes for Subscribers and describes **CSP SSL**'s repository operations. The CPS is also a means of notification of roles and responsibilities for parties involved in Certificate based practices within the **CSP SSL** PKI.

### 1.1 CSP SSL

**CSP SSL** is a Chain Certification Authority (CA) of UserTrust, that issues high quality and highly trusted digital certificates to entities including private and public companies and individuals in accordance with this CPS. In its role as a CA, **CSP SSL** in conjunction with its third party service provider Comodo CA Ltd. (“Comodo”) performs functions associated with public key operations that include receiving requests, issuing, revoking and renewing a digital certificate and the maintenance, issuance and publication of Certificate Revocation Lists (CRLs) for users within the **CSP SSL** PKI. In delivering its PKI services CSP complies in all material respects with high-level international standards including those on Qualified Certificates pursuant to the European Directive 99/93 and the relevant law on electronic signatures and all other relevant legislation and regulation.

CSP extends, under agreement, membership of its PKI to approved third parties known as Registration Authorities. The international network of CSP RAs share CSP's policies, practices, and CA infrastructure to issue CSP digital certificates.

### 1.2 CSP CPS

The CSP CPS is a public statement of the practices of CSP and the conditions of issuance, revocation and renewal of a certificate issued under CSP's own hierarchy. Pursuant to the division of the tasks of a CA, this CPS is largely divided in the following sections: Technical, Organisational, Practices and Legal.

The CSP Certificate Policy Authority maintains this CPS, related agreements and Certificate policies referenced within this document. The Certificate Policy Authority may be contacted at email: [info@cspssl.jp](mailto:info@cspssl.jp).

This CPS, related agreements and Certificate policies referenced within this document are available online at [cspssl.jp/repository](http://cspssl.jp/repository).

### 1.3 CPS Suitability, Amendments and Publication

The CSP Certificate Policy Authority is responsible for determining the suitability of certificate policies illustrated within the CPS. The Authority is also responsible for determining the suitability of proposed changes to the CPS prior to the publication of an amended edition. Upon the Certificate Policy Authority accepting such changes deemed by the CA's Policy Authority to have significant impact on the users of this CPS an updated edition of the CPS will be published at the CSP repository (available at [cspssl.jp/repository](http://cspssl.jp/repository)), with thirty days notice given of upcoming changes and suitable incremental version numbering used to identify new editions.

Revisions not denoted “significant” are those deemed by the CA's Policy Authority to have minimal or no impact on subscribers and relying parties using certificates and CRLs issued by CA. Such revisions may be made without notice to users of the CPS and without changing the version number of this CPS.

Controls are in place to reasonably ensure that the CSP CPS is not amended and published without the prior authorisation of the Certificate Policy Authority.

## 1.4 Other Practice Statements & Agreements

The CPS is only one of a set of documents relevant to the provision of Certification Services by CSP and that the list of documents contained in this clause are other documents that this CPS will from time to time mention, although this is not an exhaustive list. The document name, location of and status, whether public or private, are detailed below:

Document	Status	Location
CSP Certification Practice Statement	Public	CSP Repository: <a href="https://cspssl.jp/repository">cspssl.jp/repository</a>
Digital Certificate Terms & Conditions	Public	CSP Repository: <a href="https://cspssl.jp/repository">cspssl.jp/repository</a>
Relying Party Agreement	Public	CSP Repository: <a href="https://cspssl.jp/repository">cspssl.jp/repository</a>
CSP Certificate Subscriber Agreement	Public	CSP Repository: <a href="https://cspssl.jp/repository">cspssl.jp/repository</a>
CSP Certificate Subscriber Agreement	Public	CSP Repository: <a href="https://cspssl.jp/repository">cspssl.jp/repository</a>
SGC CSP Certificate Subscriber Agreement	Public	CSP Repository: <a href="https://cspssl.jp/repository">cspssl.jp/repository</a>
Code Signing Certificate Subscriber Agreement	Public	CSP Repository: <a href="https://cspssl.jp/repository">cspssl.jp/repository</a>
Secure Email Certificate Subscriber Agreement	Public	CSP Repository: <a href="https://cspssl.jp/repository">cspssl.jp/repository</a>
Enterprise Public Key Infrastructure Manager Agreement	Confidential	Presented to partners accordingly
Reseller Agreement	Confidential	Presented to partners accordingly
Enterprise Public Key Infrastructure Manager Guide	Confidential	Presented to partners accordingly
Reseller Guide	Confidential	Presented to partners accordingly

## 1.5 Liability of CSP SSL

For legal liability of **CSP SSL** under the provisions made in this CPS, please refer to Section 4.

## 1.6 Compliance with applicable standards

The practices specified in this CPS engaged in by Comodo have been designed to meet or exceed the requirements of generally accepted and developing industry standards including the AICPA/CICA WebTrust Program for Certification Authorities, ANS X9.79:2001 PKI Practices and Policy Framework, and other industry standards related to the operation of CAs.

A regular audit is performed by an independent external auditor, to assess Comodo's compliancy with the AICPA/CICA WebTrust program for Certification Authorities. Topics covered by the annual audit include but are not limited to the following:

- CA business practices disclosure
- Service integrity
- CA environmental controls

## 1.7 Digital Certificate Policy Overview

A digital certificate is formatted data that cryptographically binds an identified subscriber with a public key. A digital certificate allows an entity taking part in an electronic transaction to prove its identity to other participants in such transaction. Digital certificates are used in commercial environments as a digital equivalent of an identification card.

As detailed in this CPS, **CSP SSL** offer a range of distinct certificate types. The different certificate types have differing intended usages and differing policies.

<b>Applicant</b>	<b>Certificate Type</b>	<b>Channels Available</b>	<b>Validation Levels<sup>1</sup></b>	<b>Suggested Usage</b>
Company or Organization	<b>Secure Server Certificate: CSP SSL Multi-Domain Certificates</b>	- CSP SSL Website - Reseller Network - EPKI Manager	1. Right to use the domain name used in the application. Approval email sent to domain name administrator's email. 2. The Whois database is used in the first instance, however if insufficient validation details are held, the application is manually validated.	Establishes SSL / TLS session between the server housing the Secure Server Certificate and a client / customer / website visitor. The protocol is designed to authenticate a server to a client and provide confidentiality of data passed through the SSL / TLS session. Non-E-commerce website
Company or Organization	<b>Secure Server Certificate: CSP SSL ( Pro, Premium, Wild card certificates)</b>	- CSP SSL Website - Reseller Network - EPKI Manager	1. Confirmation of right to use the business name used in the application using third party databases and / or business documentation plus right to use the domain name used in the application. 2. The application is manually validated. The applicant's name should be same with the name in Subscriber agreement that have its company seal, business license and the wire transfer payer's bank account information. 3. If the applicant's proof document is in Japanese, its organization name in the Certificate should be in Japanese, or it should be the normal English word translation name, or Pinyin name.	Establishes SSL / TLS session between the server housing the Secure Server Certificate and a client / customer / website visitor. The protocol is designed to authenticate a server to a client and provide confidentiality of data passed through the SSL / TLS session. E-commerce website.
Company or Organization	<b>Secure Server Certificate: CSP SSL SGC</b>	- CSP SSL Website - Reseller Network - EPKI Manager	1. Confirmation of right to use the business name used in the application using third party databases and / or business documentation plus right to use the domain name used in the application. 2. The application is manually validated. The applicant's name should be same with the name in Subscriber agreement that have its company seal, business license and the wire transfer payer's bank account information. 3. If the applicant's proof document is in Japanese, its organization name in the Certificate should be in Japanese, or it should be the normal English word translation name, or Pinyin name.	Establishes SSL / TLS session between the server housing the Secure Server Certificate and a client / customer / website visitor. The protocol is designed to authenticate a server to a client and provide confidentiality of data passed through the SSL / TLS session. E-commerce website. Financial Website
Company or Organization	<b>Code Signing Certificate: Code Signing Certificate</b>	- CSP SSL Website - Reseller Network - EPKI Manager	1. Confirmation of right to use the business name used in the application using third party databases and / or business documentation. 2. The application is manually validated. The applicant's	Recommended for any publisher who plans to distribute code or content over the Internet or corporate extranets and needs to assure the integrity and authorship of

<sup>1</sup> Validation levels: CSP or a CSP Registration Authority (if the application is made through a Reseller) conducts validation under strict guidelines provided to the Registration Authority. Section 1.10 of this CPS identifies the Registration Authorities and outlines the roles and responsibilities of such entities.

			name should be same with the name in Subscriber agreement that have its company seal, business license and the wire transfer payer's bank account information. 3. If the applicant's proof document is in Japanese, its organization name in the Certificate should be in Japanese, or it should be the normal English word translation name, or Pinyin name.	that code.
Individual, corporate representative, corporate	<b>Secure Email Certificate:</b> Personal Version & Corporate Version	- CSP SSL Website - Reseller Network - EPKI Manager	Email address search to ensure it is distinguished within the Comodo PKI. Email ownership automated challenge is conducted as part of the collection process. When opening an EPKI Account, applicant must provide confirmation of right to use the business name used in the application using third party databases and / or business documentation. Email address search to ensure it is distinguished within the EPKI Manager account. Company administering the EPKI Manager account must submit domain names for right to use validation prior to issuance of a Corporate Secure Email Certificate.	Allows certificate owner to digitally sign email to prove corporate authorship, and for relying parties to verify a digitally signed email and to encrypt email for the certificate owner. May also be used for web based access control where prior validation of the certificate owner is deemed necessary.

As the suggested usage for a digital certificate differs on a per application basis, Subscribers are urged to appropriately study their requirements for their specific application before applying for a specific certificate.

## 1.8 CSP SSL PKI Hierarchy

**CSP SSL** uses UserTrust (AICPA/CICA WebTrust Program for Certification Authorities approved security provider) for its Root CA Certificate. The partnership allows **CSP SSL** to issue highly trusted digital certificates by inheriting the trust level associated with UserTrust root certificate (named UTN). The following high-level representation of the **CSP SSL** PKI is used to illustrate the hierarchy utilised.

### 1.8.1 High Assurance SSL Certificates

UTN-UserFirst-Hardware (*serial number = 44 be 0c 8b 50 00 24 b4 11 d3 36 2a fe 65 0a fd, expiry = 10 July 2019*)

↳ **CSP SSL Service CA** (*serial number = 70 3d b2 81 b1 c3 34 c6 8c 76 94 43 65 c5 70 b2, expiry = 10 July 2019*)

↳ End Entity SSL (*serial number = x, expiry = 1, 2, 3, 4, 5 years from issuance*)

### 1.8.2 Low Assurance SSL certificates

UTN-UserFirst-Hardware (*serial number = 44 be 0c 8b 50 00 24 b4 11 d3 36 2a fe 65 0a fd, expiry = 10 July 2019*)

↳ **CSP SSL Service CA** (*serial number = 61 24 f4 61 70 d3 6e 27 da 18 9b 31 15 c5 e1 00, expiry = 10 July 2019*)

↳ End Entity SSL (*serial number = x, expiry = 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 years from issuance*)

### 1.8.3 SGC enabled SSL certificates

UTN-DataCorp SGC (*serial number = 44 be 0c 8b 50 00 21 b4 11 d3 2a 68 06 a9 ad 69, expiry = 25 June 2019*)

↳ **CSP SSL SGC Service CA** (*serial number = 70 0e dd 43 10 d6 11 7c cd 55 10 14 51 55 8d 7f, expiry = 25 June 2019*)

↳ End Entity SSL (*serial number = x, expiry = 1, 2, 3, 4, 5 years from issuance*)

### 1.8.4 Code Signing certificates

UTN-UserFirst-Object (*serial number = 44 be 0c 8b 50 00 24 b4 11 d3 36 2d e0 b3 5f 1b, expiry = 10 July 2019*)

↳ **CSP SSL Code Signing Service CA** (*serial number = 05 c5 91 db 3a 74 ae ee 0c 4c 77 e3 f7 79 9c 88, expiry = 10 July 2019*)

↳ End Entity certificate (*serial number = x, expiry = 1, 2, 3 years from issuance*)

### 1.8.5 Client certificates

UTN-USERFirst-Client Authentication and Email (*serial number = 44 be 0c 8b 50 00 24 b4 11 d3 36 25 25 67 c9 89, expiry = 10 July 2019*)

↳ **CSP SSL Service CA** (*serial number = 75 c9 5a ee 30 57 5e a9 30 f0 95 36 10 43 46 66, expiry = 10 July 2019*)

↳ End Entity certificate (*serial number = x, expiry = 1, 2, 3, 4, 5 years from issuance*)

## 1.9 CSP SSL Certification Authority

In its role as a Certification Authority (CA) **CSP SSL** provides certificate services within the **CSP SSL** PKI. The **CSP SSL** CA will:

- Conform its operations to the CPS (or other CA business practices disclosure), as the same may from time to time be modified by amendments published in the **CSP SSL** repository ([cspssl.jp/repository](http://cspssl.jp/repository)).
- Issue and publish certificates in a timely manner in accordance with the issuance times set out in this CPS.
- Upon receipt of a valid request to revoke the certificate from a person authorised to request revocation using the revocation methods detailed in this CPS, revoke a certificate issued for use within the **CSP SSL** PKI.
- Publish CRLs on a regular basis, in accordance with the applicable Certificate Policy and with provisions described in this CPS.
- Distribute issued certificates in accordance with the methods detailed in this CPS.
- Update CRLs in a timely manner as detailed in this CPS.
- Notify subscribers via email of the imminent expiry of their **CSP SSL** issued certificate (for a period disclosed in this CPS).

## 1.10 CSP SSL Registration Authorities

**CSP SSL** has established the necessary secure infrastructure to fully manage the lifecycle of digital certificates within its PKI. Through a network of Registration Authorities (RA), **CSP SSL** also makes its certification authority services available to its subscribers. **CSP SSL** RAs:

- Accept, evaluate, approve or reject the registration of certificate applications.
- Verify the accuracy and authenticity of the information provided by the subscriber at the time of application as specified in the **CSP SSL** validation guidelines documentation.
- Use official, notarized or otherwise indicated document to evaluate a subscriber application.
- Verify the accuracy and authenticity of the information provided by the subscriber at the time of reissue or renewal as specified in the **CSP SSL** validation guidelines documentation.

A **CSP SSL** RA acts locally within their own context of geographical or business partnerships on approval and authorisation by **CSP SSL** in accordance with **CSP SSL** practices and procedures.

**CSP SSL** extends the use of Registration Authorities for its Web Host Reseller, Enterprise Public Key Infrastructure (EPKI) Manager and Powered SSL programs. Upon successful approval to join the respective programs the Web Host Reseller Subscriber, EPKI Manager Subscriber or Powered SSL Subscriber are permitted to act as an RA on behalf of **CSP SSL**. RAs are restricted to operating within the set validation guidelines published by **CSP SSL** to the RA upon joining the programs. Certificates issued through an RA contain an amended Certificate Profile within an issued certificate to represent the involvement of the RA in the issuance process to the Relying Party.

### **1.10.1 Reseller Partners**

**CSP SSL** operates a Reseller Partner network that allows authorised partners to integrate **CSP SSL** digital certificates into their own product portfolios. Reseller Partners are responsible for referring digital certificate customers to **CSP SSL**, who maintain full control over the certificate lifecycle process, including application, issuance, renewal and revocation. Due to the nature of the Reseller program, the Reseller must authorise a pending customer order made through its Reseller account prior to **CSP SSL** instigating the validation of such certificate orders. All Reseller Partners are required to provide proof of organisational status (refer to section 4.3 for examples of documentation required) and must enter into a **CSP SSL** Reseller Partner agreement prior to being provided with Reseller Partner facilities.

### **1.10.2 EPKI Manager Account Holders**

**CSP SSL** EPKI Manager is a fully outsourced enterprise public key infrastructure service that allows authorised EPKI Manager account holders to control the entire certificate lifecycle process, including application, issuance, renewal and revocation, for certificates designated to company servers, intranets, extranets, partners, employees and hardware devices.

Through a “front-end” referred to as the “Management Area”, the EPKI Manager Account Holder has access to the RA functionality including but not limited to the issuance of Secure Server Certificates and Corporate Secure Email Certificates.

The EPKI Manager Account Holder is obliged to issue certificates only to legitimate company resources, including domain names (servers), intranets, extranets, partners, employees and hardware devices.

## **1.11 Subscribers**

Subscribers of **CSP SSL** services are individuals or companies that use PKI in relation with **CSP SSL** supported transactions and communications. Subscribers are parties that are identified in a certificate and hold the private key corresponding to the public key listed in the certificate. Prior to verification of identity and issuance of a certificate, a subscriber is an applicant for the services of **CSP SSL**. Each Subscriber should sign the Subscriber Agreement with **CSP SSL**, and the Subscriber should sign and seal the agreement and fax to **CSP SSL**.

## **1.12 Relying Parties**

Relying parties use PKI services in relation with **CSP SSL** certificates and reasonably rely on such certificates and/or digital signatures verifiable with reference to a public key listed in a subscriber certificate.

To verify the validity of a digital certificate they receive, relying parties must refer to the Certificate Revocation List (CRL) prior to relying on information featured in a certificate to ensure that **CSP SSL** has not revoked the certificate. The CRL location is detailed within the certificate.

## **2 Technology**

This section addresses certain technological aspects of the **CSP SSL** infrastructure and PKI services.

## 2.1 CSP SSL CA Infrastructure

The **CSP SSL** CA Infrastructure relies on the Comodo infrastructure, which uses trustworthy systems to provide certificate services. A trustworthy system is computer hardware, software and procedures that provide an acceptable resilience against security risks, provide a reasonable level of availability, reliability and correct operation, and enforce a security policy.

### 2.1.1 Root CA Signing Key Protection & Recovery

Comodo's protection of the CA Root signing key pairs is ensured with the use of IBM 4578 cryptographic coprocessor devices, which are certified to FIPS 140-1 Level 4, for key generation, storage and use. The CA Root signing key pairs are 2048 bit and were generated within the IBM 4578 device.

CA Number	Description	Usage	Lifetime	Size
1	<b>CSP SSL</b> Service CA	Intermediate certificate for SSL certificates, Class 3	To 10-July-2019	2048
2	<b>CSP SSL</b> Service CA	Intermediate certificate for SSL certificates, Class 2	To 10-July-2019	2048
3	<b>CSP SSL</b> SGC Service CA	Intermediate certificate for SGC-enable SSL certificates, Class 3	To 25-June-2019	2048
4	<b>CSP SSL</b> Code Signing Service CA	Intermediate certificate for code signing, Class 3	To 10-July-2019	2048
5	<b>CSP SSL</b> Service CA	Intermediate certificate for Client authentication and Email, Class 3	To 10-July-2019	2048

For CA Root key recovery purposes, the Root CA signing keys are encrypted and stored within a secure environment. The decryption key is split across **m** removable media and requires **n** of **m** to reconstruct the decryption key. Custodians in the form of two or more authorised **CSP SSL** officers are required to physically retrieve the removable media from the distributed physically secure locations.

Where CA Root signing keys are backed up to another cryptographic hardware security module, such keys are transferred between devices in encrypted format only.

UserTrust ensures the protection of its CA Root signing key pair in accordance with its AICPA/CICA WebTrust program compliant infrastructure and CPS. Details of UserTrust's WebTrust compliancy are available at its official website ([www.usertrust.com](http://www.usertrust.com)).

### 2.1.2 CA Root Signing Key Generation Process

**CSP SSL** securely generates and protects its own private key(s), using a trustworthy system (IBM 4758 accredited to FIPS PUB 140-1 level 4), and takes necessary precautions to prevent the compromise or unauthorised usage of it.

The **CSP SSL** CA Root key was generated in accordance with the guidelines detailed in the Root Key Generation Ceremony Reference. The activities undergone and the personnel involved in the Root Key Generation Ceremony are recorded for audit purposes. Subsequent Root Key Generation Ceremonies are to follow the documented reference guide also.

### 2.1.3 CA Root Signing Key Archival

When any CA Root Signing Key pair expires, they will be archived by Comodo for at least 7 years. The keys will be archived in a secure cryptographic hardware module, as per their secure storage prior to expiration, as detailed in section 2.1.1 of this CPS.

## 2.1.4 Procedures employed for CA Root Signing Key Changeover

The lifetime of our CA keys is set out in the table in 2.1.1. Towards the end of each private key's lifetime, a new CA signing key pair is commissioned and all subsequently issued certificates and CRLs are signed with the new private signing key. Both keys may be concurrently active. The corresponding new CA public key certificate is provided to subscribers and relying parties through the delivery methods detailed in section 2.1.5 of this CPS.

## 2.1.5 CA Root Public Key Delivery to Subscribers

**CSP SSL** makes all its CA Root Certificates available in online repositories at [cspssl.jp/repository](http://cspssl.jp/repository). The UserTrust Root certificate is present in Internet Explorer 5.00 and above, Netscape 4.x and above and Opera 5.0 and above and is made available to relying parties through these browsers.

**CSP SSL** provides the full certificate chain (see section 1.8 of this CPS) to the Subscriber upon issuance and delivery of the Subscriber certificate.

## 2.1.6 Physical CA Operations

### 2.1.6.1 CSP SSL

Access to the secure part of **CSP SSL** facilities is limited using physical access control and is only accessible to appropriately authorised individuals (referred to hereon as Trusted Personnel). Card access systems are in place to control, monitor and log access to all areas of the facility. Access to the **CSP SSL** CA physical machinery within the secure facility is protected with locked cabinets and logical access control.

**CSP SSL** has made reasonable efforts to ensure its secure facilities are protected from:

- Fire and smoke damage (fire protection is made in compliance with local fire regulations).
- Flood and water damage.

**CSP SSL** secure facilities have a primary and secondary power supply and ensure continuous, uninterrupted access to electric power. Heating / air ventilation systems are used to prevent overheating and to maintain a suitable humidity level.

**CSP SSL** asserts that it makes every reasonable effort to detect and prevent material breaches, loss, damage or compromise of assets and interruption to business activities.

## 2.2 Digital Certificate Management

Certificate management refers to functions that include but are not limited to the following:

- Verification of the identity of an applicant of a certificate.
- Authorising the issuance of certificates.
- Issuance of certificates.
- Revocation of certificates.
- Listing of certificates.
- Distributing certificates.
- Publishing certificates.
- Storing certificates.
- Retrieving certificates in accordance with their particular intended use.

**CSP SSL** conducts the overall certification management within the **CSP SSL** PKI; either directly or through a **CSP SSL** approved RA. **CSP SSL** is not involved in functions associated with the generation, issuance, decommissioning or destruction of a Subscriber key pair.

## 2.3 CSP SSL Directories, Repository and Certificate Revocation Lists

**CSP SSL** manages and makes publicly available directories of revoked certificates using Certificate Revocation Lists (CRLs). All CRLs issued by **CSP SSL** are X.509v2 CRLs, in particular as profiled in RFC3280. Users and relying parties are strongly urged to consult the directories of revoked certificates at all times prior to relying on information featured in a certificate. **CSP SSL** updates and publishes a new CRL every 24 hours or more frequently under special circumstances. The CRL for end entity certificates can be accessed via the following URLs:

<http://crl.cspssl.jp/CSPSSLSERVICE.crl>  
[http://crl.cspssl.jp/CSPSSLSERVICE\\_high.crl](http://crl.cspssl.jp/CSPSSLSERVICE_high.crl)  
<http://crl.cspssl.jp/CSPSGC.crl>  
<http://crl.cspssl.jp/CSPCodeSigning.crl>  
<http://crl.cspssl.jp/CSPClient.crl>

Revoked intermediate and higher level certificates are published in the CRL accessed via:

<http://crl.usertrust.com/UTN-USERFirst-Hardware.crl>  
<http://crl.usertrust.com/UTN-DATACorpSGC.crl>  
<http://crl.usertrust.com/UTN-USERFirst-Object.crl>  
<http://crl.usertrust.com/UTN-USERFirst-ClientAuthenticationandEmail.crl>

**CSP SSL** also publishes a repository of legal notices regarding its PKI services, including this CPS, agreements and notices, references within this CPS as well as any other information it considers essential to its services. The **CSP SSL** legal repository may be accessed at [cspssl.jp/repository](http://cspssl.jp/repository).

## 2.4 Types of CSP SSL Certificates

**CSP SSL** currently offers a portfolio of digital certificates and related products that can be used in a way that addresses the needs of users for secure personal and business communications, including but not limited to secure email, protection of online transactions and identification of persons, whether legal or physical, or devices on a network or within a community.

**CSP SSL** may update or extend its list of products, including the types of certificates it issues, as it sees fit. The publication or updating of the list of CSP SSL products creates no claims by any third party. Upon the inclusion of a new certificate product in the CSP SSL hierarchy, an amended version of this CPS will be made public within seven days on the official CSP SSL websites.

Suspended or revoked certificates are appropriately referenced in CRLs and published in CSP SSL directories. CSP SSL does not perform escrow of subscriber private keys.

### 2.4.1 CSP SSL Secure Server Certificates

**CSP SSL** makes available Secure Server Certificates that in combination with a Secure Socket Layer (SSL) web server attest the public server's identity, providing full authentication and enabling secure communication with customers and business partners. CSP SSL Secure Server Certificates are offered in six variants; CSPSSL Pro, CSP SSL Premium, CSP SSL Wildcard, CSP SSL SGC , CSP SSL SGC Wildcard, CSP SSL Multi-Domain Certificates. Pricing for the certificates are made available on the relevant official CSP SSL websites.

#### a) CSP SSL Multi-Domain Certificates

CSP SSL Multi-Domain Certificates are the entry level Secure Server Certificate from CSP that issued to registered domain.

**CSP SSL Multi-Domain Certificates** support multiple domains that are hosted in one same physical server, the minimum number of domains is 5 domains, and the maximum number is 100 domains.

In accordance with section (Validation Practices) of this CPS, CSP Certificates validate domain name only. CSP utilises whois database to validate the applicant's identity that it is this domain name's administrator. An approval email is sent to the domain's admin email for the applicant to approve this order.

Due to the increased validation speed and the nature of how CSP intends CSP certificates to be used, there is no warranty associated with a CSP Multi-Domain certificate.

Subscriber fees for an CSP Certificate are available from the official **CSP SSL website**.

## b) **CSP SSL**

**CSP SSL(Pro , Premium )** Certificates are the professional level high assurance Secure Server Certificates from CSP with stringent 4 step authentication. Their intended usage is for websites conducting high value e-commerce or transferring data in Internet or Intranet.

CSPSSL wildcard used to secure multiple sub-domains with a single CSPSSL Certificate, it support \*.domain.com that hosted in one same physical server.

In accordance with section 4.2.1 (Validation Practices) of this CPS, CSPSSL Certificates validate the applicant's true identity by four methods: (1) The applicant should sign a contract with CSP to buy the certificate with company seal; (2) The applicant should provide business license or other government authority document; (3) The applicant should transfer money from its own bank to CSP. CSP's bank can provide the payer's company name to CSP, then compare the name with its proof document; (4) CSP also check if the domain's registrant name is same as the proof document.

If the applicant proof document's organization name is in **Japanese**, then the applicant's certificate's O field should be in **Japanese** name, or its English translation name that used normal English word to translate its **Japanese** name into English, the translation should get the approval by CSP's verifier.

The maximum warranty associated with a CSPSSL Premium, certificate is \$1,000,000. The maximum warranty associated with a CSPSSL Pro certificate is \$250,000.

Subscriber fees for a CSPSSL Certificate are available from the official **CSP SSL website**.

## c) **CSP SSL SGC**

**CSP SSL SGC** Certificates are the high assurance premium Secure Server Certificates from CSP that support Server Gated Cryptography technology with stringent 4 step authentication, automatic 128-bit step-up encryption and capable of 256-bit encryption. Their intended usage is for websites conducting high value e-commerce or transferring data in Internet or Intranet for financial-related industry.

**CSP SSL SGC wildcard** certificates are used to secure multiple sub-domains with a single **CSP SSL SGC** Certificate. They support \*.domain.com hosted in one same physical server.

In accordance with section 4.2.1 (Validation Practices) of this CPS, CSPSSL Certificates validate the applicant's true identity by four methods: (1) The applicant should sign a contract with CSP to buy the certificate with company seal; (2) The applicant should provide business license or other government authority document; (3) The applicant should transfer money from its own bank to CSP. CSP's bank can provide the payer's company name to CSP, then compare the name with its proof document; (4)CSP also check if the domain's registrant name is same as the proof document.

If the applicant proof document's organization name is in Japanese, then the applicant's certificate's O field should be in Japanese, or its English translation name that used normal

English words to translate its Japanese name into English. The translation must get the approval by CSP's verifier.

The maximum warranty associated with a CSP SSL SGC certificate is \$250,000.

Subscriber fees for a CSPSSL Certificate are available from the official **CSP SSL website**.

## **2.4.2 CSP SSL Code Signing Certificates**

**CSP SSL Code Signing Certificates** are designed for commercial software developers to provide assurance regarding the developer's identity, and are designed to represent the level of assurance provided today by retail channels for software. With a Code Signing Certificate, a digital signature can be appended to the executable code itself, thus providing assurance to recipients that the code or software does indeed come from the signer of the software.

In accordance with section 4.2.3 (Validation Practices) of this CPS, CSP employs a four-step validation process to confirm the identity of a Code Signing Certificate applicant.

The maximum warranty associated with a Code Signing certificate is \$100,000.

Subscriber fees for a Code Signing certificate are available from the official CSP website.

## **2.4.3 CSP Secure Email Certificates**

CSP makes available Secure Email Certificates that in combination with an S/MIME compliant email application allow subscribers to digitally sign email for relying parties, or relying parties to encrypt email for the subscriber. Pricing for the certificates is made available on the relevant official CSP websites. From time to time CSP reserves the right to make available promotional offers that may affect the standard price card.

### **a) Secure Email Certificate**

Secure Email Certificates are issued to natural persons only and may be used by an individual as a means of representation for a company named within the certificate.

Secure Email Certificates are available to holders of a CSP EPKI Manager account. The EPKI Manager account may be used to apply for CSP certificates (SSL and Secure Email) and will contain the corporate details (name, address, country) of the account holding company.

EPKI Manager authorised administrators may log into the EPKI Manager online account and apply for Corporate Secure Email Certificates for employees or authorised representatives of the company only.

In accordance with section 4.2.4 (Validation Practices) of this CPS, CSP validates the right of name that displays in the Secure Email Certificate. For personal applicant, it should provide Identity Card, and for corporate applicant, it should provide legal proof document and CSP will validate its true identity prior to the issuance of the Secure Email Certificate.

There is no warranty associated with a Secure Email Certificate.

Subscriber fees for a Corporate Secure Email Certificate are available from the official CSP SSL website.

## **2.5 Extensions and Naming**

### **2.5.1 Digital Certificate Extensions**

Comodo uses the standard X.509, version 3 to construct digital certificates for use within the CSP PKI. X.509v3 allows a CA to add certain certificate extensions to the basic certificate structure. CSP uses a

number of certificate extensions for the purposes intended by X.509v3 as per Amendment 1 to ISO/IEC 9594-8, 1995. X.509v3 is the standard of the International Telecommunications Union for digital certificates.

### **2.5.2 Incorporation by Reference for Extensions and Enhanced Naming**

Enhanced naming is the usage of an extended organisation field in an X.509v3 certificate. Information contained in the organisational unit field is also included in the Certificate Policy extension that CSP may use.

## **2.6 Subscriber Private Key Generation Process**

The Subscriber is solely responsible for the generation of the private key used in the certificate request. CSP does not provide key generation, escrow, recovery or backup facilities.

Upon making a certificate application, the Subscriber is solely responsible for the generation of an RSA key pair appropriate to the certificate type being applied for. During application, the Subscriber will be required to submit a public key and other personal / corporate details in the form of a Certificate Signing Request (CSR).

Typically, Secure Server Certificate requests are generated using the key generation facilities available in the Subscriber's web server software. Typically, Secure Email Certificate requests are generated using the FIPS 140-1 Level 1 cryptographic service provider module software present in popular browsers.

## **2.7 Subscriber Private Key Protection and Backup**

The Subscriber is solely responsible for protection of their private keys. CSP maintains no involvement in the generation, protection or distribution of such keys.

CSP strongly urges Subscribers to use a password or equivalent authentication method to prevent unauthorised access and usage of the Subscriber private key.

## **2.8 Subscriber Public Key Delivery to CSP**

Secure Server Certificate requests are generated using the Subscriber's web server software and the request is submitted to CSP in the form of a PKCS #10 Certificate Signing Request (CSR). Submission is made electronically via the CSP SSL website or through a CSP approved RA.

Secure Email Certificate requests are generated using the Subscriber's cryptographic service provider software present in the Subscriber's browser and submitted to CSP in the form of a PKCS#10 Certificate Signing Request (CSR). The Subscriber's browser generally makes submission automatically.

## **2.9 Delivery of Issued Subscriber Certificate to Subscriber**

Delivery of Subscriber certificates to the associated Subscriber is dependent on the certificate product type:

### **2.9.1 Secure Server Certificate: CSP SSL Multi-Domain Certificates**

If the whois database holds sufficient validation information, an automatic validation of the CSPSSL certificate application may take place. In the event of such an automated validation the CSPSSL certificate is delivered to commonly used generic email addresses ordinarily belonging to authorised personnel at the domain name used in the application, such as webmaster@... admin@... postmaster@... Confirmation of the certificate delivery location is provided to the administrator contact provided during the application process.

### **2.9.2 Secure Server Certificate: CSP SSL, CSP SSL SGC**

CSP SSL(Pro,Premium, Wildcard Certificates), CSP SSL SGC, CSP SSL SGC wildcard certificates are delivered via email to the Subscriber using the administrator contact email address provided during the application process.

### **2.9.3 Secure Email Certificate**

Upon issuance of the Secure Email Certificate, the Subscriber is emailed a collection link using the email provided during the application. The Subscriber must visit the collection link using the same computer from which the original certificate request was made. The Subscriber's cryptographic service provider software is initiated to ensure the Subscriber holds the private key corresponding to the public key submitted during application. Pending a successful challenge, the issued certificate is installed automatically onto the Subscriber's computer.

### **2.10 Delivery of Issued Subscriber Certificate to Web Host Reseller Partner**

Issued Subscriber Secure Server Certificates applied for through a Web Host Reseller Partner on behalf of the Subscriber are emailed to the administrator contact of the Web Host Reseller Partner account. For Web Host Reseller Partners using the "auto-apply" interface, Web Host Resellers have the added option of collecting an issued certificate from a Web Host Reseller account specific URL.

### **2.11 Delivery of Issued Subscriber Certificate to EPKI Manager Account Holder**

Issued Subscriber Secure Server Certificates applied for through an EPKI Manager Account are emailed to the administrator contact of the account.

Issued Secure Email Certificates are delivered as per section 2.9.3 of this CPS.

### **2.12 CSP Certificates Profile**

A Certificate profile contains fields as specified below:

#### **2.12.1 Key Usage extension field**

CSP certificates are general purpose and may be used without restriction on geographical area or industry. In order to use and rely on a CSP certificate the relying party must use X.509v3 compliant software. CSP certificates include key usage extension fields to specify the purposes for which the certificate may be used and to technically limit the functionality of the certificate when used with X.509v3 compliant software. Reliance on key usage extension fields is dependent on correct software implementations of the X.509v3 standard and is outside of the control of CSP.

The possible key purposes identified by the X.509v3 standard are the following:

- a) Digital signature, for verifying digital signatures that have purposes other than those identified in b), f) or g), that is, for entity authentication and data origin authentication with integrity
- b) Non-repudiation, for verifying digital signatures used in providing a non-repudiation service which protects against the signing entity falsely denying some action (excluding certificate or CRL signing, as in f) or g) below)
- c) Key encipherment, for enciphering keys or other security information, e.g. for key transport
- d) Data encipherment, for enciphering user data, but not keys or other security information as in c) above
- e) Key agreement, for use as a public key agreement key
- f) Key certificate signing, for verifying a CA's signature on certificates, used in CA-certificates only
- g) CRL signing, for verifying a CA's signature on CRLs

- h) Encipher only, public key agreement key for use only in enciphering data when used with key agreement
- i) Decipher only, public key agreement key for use only in deciphering data when used with key agreement

### 2.12.2 Extension Criticality Field

The Extension Criticality field denotes two separate uses for the Key Usage field. If the extension is noted as critical, then the key in the certificate is only to be applied to the stated uses. To use the key for another purpose in this case would break the issuer's policy. If the extension is not noted as critical, the Key Usage field is simply there as an aid to help applications find the proper key for a particular use.

### 2.12.3 Basic Constraints Extension

The Basic Constraints extension specifies whether the subject of the certificate may act as a CA or only as an end-entity. Reliance on basic constraints extension field is dependent on correct software implementations of the X.509v3 standard and is outside of the control of CSP.

### 2.12.4 Certificate Policy (CP)

Certificate Policy (CP) is a statement of the issuer that corresponds to the prescribed usage of a digital certificate within an issuance context. A policy identifier is a number unique within a specific domain that allows for the unambiguous identification of a policy, including a certificate policy.

Specific CSP certificate profiles are as per the tables below:

<b>CSP Secure Server Certificate – CSP SSL Multi-Domain Certificates</b>	
<b>Signature Algorithm</b>	Sha1
<b>Issuer</b>	CN   CSP SSL Service CA
	O   <b>CENTRAL SECURITY PATROLS CO.,LTD.</b>
	C   JP
<b>Validity</b>	1 / 2 / 3 / 4 / 5 / 6 / 7 / 8 / 9 / 10 year(s)
<b>Subject</b>	CN   <Domain Name>
	OU   <Product Name>
	OU   Domain Control Validated
<b>Authority Key Identifier</b>	KeyID= d0 4a b5 27 93 1b 46 eb ab 38 46 7c 90 55 e1 16 61 1f 6f d5
<b>Key Usage (NonCritical)</b>	Digital Signature , Key Encipherment(A0)
<b>Netscape Certificate Type</b>	SSL Server Authentication(40)
<b>Basic Constraint</b>	Subject Type=End Entity
	Path Length Constraint=None
<b>Certificate Policies</b>	[1]Certificate Policy: PolicyIdentifier=1.3.6.1.4.1.6449.1.2.2.15 [1,1]Policy Qualifier Info: Policy Qualifier Id=CPS Qualifier: <a href="http://cspssl.jp/repository">http://cspssl.jp/repository</a>

<b>CRL Distribution Points</b>	[1]CRL Distribution Point Distribution Point Name: Full Name: URL=http://crl.Cspssl.jp/CSPServer.crl [2]CRL Distribution Point Distribution Point Name: Full Name:
<b>Subject Alternate Name</b>	
<b>NetscapeSSLServerName</b>	
<b>Thumbprint Algorithm</b>	SHA1
<b>Thumbprint</b>	

<b>CSP Secure Server Certificate – CSP SSL ( Pro , Premium , Wildcard certificates)</b>	
<b>Signature Algorithm</b>	Sha1
<b>Issuer</b>	CN   CSP SSL Service CA
	O   <b>CENTRAL SECURITY PATROLS CO.,LTD.</b>
	C   JP
<b>Validity</b>	1 Year / 2 Year / 3 Year / 4 Year / 5 Year
<b>Subject</b>	CN   <i>Common Name</i>
	O   <i>Organisation</i>
	OU   <i>Organisation Unit</i>
	L   <i>Locality</i>
	S   <i>Street</i>
	C   <i>Country</i>
<b>Authority Key Identifier</b>	KeyID= d9 ad ac 9c 5e ab 97 fb b4 c6 bb 11 34 a9 fb fe f2 af 7d e8
<b>Key Usage (NonCritical)</b>	Digital Signature , Key Encipherment(A0)
<b>Netscape Certificate Type</b>	SSL Server Authentication(40)
<b>Basic Constraint</b>	Subject Type=End Entity
	Path Length Constraint=None
<b>Certificate Policies</b>	[1]Certificate Policy: PolicyIdentifier=1.3.6.1.4.1.6449.1.2.2.15 [1,1]Policy Qualifier Info: Policy Qualifier Id=CPS Qualifier: http://cspssl.jp/repository
<b>CRL Distribution Points</b>	[[1]CRL Distribution Point Distribution Point Name: Full Name: URL=http://crl.Cspssl.jp/CSPPremiumServer.crl [2]CRL Distribution Point Distribution Point Name: Full Name:
<b>Subject Alternate Name</b>	
<b>NetscapeSSLServerName</b>	

<b>Thumbprint Algorithm</b>	SHA1
<b>Thumbprint</b>	

**CSP Secure Server Certificate –CSP SSL SGC, CSP SSL SGC Wildcard certificates**

<b>Signature Algorithm</b>	Sha1
<b>Issuer</b>	CN   CSP SSL SGC Service CA
	O   <b>CENTRAL SECURITY PATROLS CO.,LTD.</b>
	C   JP
<b>Validity</b>	1 Year / 2 Year / 3 Year
<b>Subject</b>	CN   <i>Common Name</i>
	O   <i>Organisation</i>
	OU   <i>Organisation Unit</i>
	L   <i>Locality</i>
	S   <i>Street</i>
	C   <i>Country</i>
<b>Authority Key Identifier</b>	KeyID= ca 34 b5 12 b9 ba 8c 45 b1 f9 ac fd e7 b4 a4 86 b2 ec ca 21
<b>Key Usage (NonCritical)</b>	Digital Signature , Key Encipherment(A0)
<b>Enhanced Key Usage</b>	Server Authentication(1.3.6.1.5.5.7.3.1) Unknown Key Usage(1.3.6.1.4.1.311.10.3.3) Unknown Key Usage(2.16.840.1.113730.4.1)
<b>Netscape Certificate Type</b>	SSL Server Authentication(40)
<b>Basic Constraint</b>	Subject Type=End Entity
	Path Length Constraint=None
<b>Certificate Policies</b>	[1]Certificate Policy: PolicyIdentifier=1.3.6.1.4.1.6449.1.2.2.15 [1,1]Policy Qualifier Info: Policy Qualifier Id=CPS Qualifier: <a href="http://cspssl.jp/repository">http://cspssl.jp/repository</a>
<b>CRL Distribution Points</b>	[1]CRL Distribution Point Distribution Point Name: Full Name: URL= <a href="http://crl.Cspssl.jp/CSPSGCServer.crl">http://crl.Cspssl.jp/CSPSGCServer.crl</a>
	[2]CRL Distribution Point Distribution Point Name: Full Name:
<b>Subject Alternate Name</b>	
<b>NetscapeSSLServerName</b>	
<b>Thumbprint Algorithm</b>	SHA1
<b>Thumbprint</b>	

**CSP Code Signing Certificate**

<b>Signature Algorithm</b>	Sha1
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<b>Issuer</b>	CN	CSP SSL Code Signing Service CA
	O	<b>CENTRAL SECURITY PATROLS CO.,LTD.</b>
	C	JP
<b>Validity</b>	1 Year / 2 Year / 3 Year	
<b>Subject</b>	CN	<i>Organisation</i>
	O	<i>Organisation</i>
	OU	<i>Organisation Unit</i>
	L	<i>Locality</i>
	S	<i>Street</i>
	C	<i>Country</i>
<b>Authority Key Identifier</b>	KeyID= a4 13 6a 3f 10 0b d7 21 87 d4 8b 05 ca bc b1 02 cd 54 e2 8a	
<b>Key Usage (NonCritical)</b>	Code Signing (1.3.6.1.5.5.7.3.3) Unknown Key Usage (1.3.6.1.4.1.311.2.1.22)	
<b>Netscape Certificate Type</b>	Code Signing	
<b>Basic Constraint</b>	Subject Type=End Entity	
	Path Length Constraint=None	
<b>Certificate Policies</b>	[1]Certificate Policy: PolicyIdentifier=1.3.6.1.4.1.6449.1.2.2.15 [1,1]Policy Qualifier Info: Policy Qualifier Id=CPS Qualifier: <a href="http://cspssl.jp/repository">http://cspssl.jp/repository</a>	
<b>CRL Distribution Points</b>	[1]CRL Distribution Point Distribution Point Name: Full Name: [2]CRL Distribution Point Distribution Point Name: Full Name: URL= <a href="http://crl.Cspssl.jp/CSPCodesigning.crl">http://crl.Cspssl.jp/CSPCodesigning.crl</a>	
<b>Subject Alternate Name</b>		
<b>Thumbprint Algorithm</b>	SHA1	
<b>Thumbprint</b>		

CSP Secure Email Certificate		
<b>Signature Algorithm</b>	Sha1	
<b>Issuer</b>	CN	CSP SSL Service CA
	O	<b>CENTRAL SECURITY PATROLS CO.,LTD.</b>
	C	JP
<b>Validity</b>	1 Year / 2 Year / 3 Year / 4 Year / 5 Year	
<b>Subject</b>	E	<i>Email address</i>
	CN	<i>Common Name (name of subscriber)</i>

<b>Authority Key Identifier</b>	KeyID= e4 d0 9b d3 9a e7 4f ee 25 a4 d8 22 bd 36 e5 a6 b0 42 f4 2a
<b>Key Usage (NonCritical)</b>	Secure Email(1.3.6.1.5.5.7.3.4) Client Authentication(1.3.6.1.5.5.7.3.2) Smart Card Logon(1.3.6.1.4.1.311.20.2.2) Unknown Key Usage(1.3.6.1.4.1.6449.1.3.5.2) <sup>2</sup>
<b>Netscape Certificate Type</b>	SSL Client Authentication , SMIME(A0)
<b>Basic Constraint</b>	Subject Type=End Entity Path Length Constraint=None
<b>Certificate Policies</b>	[1]Certificate Policy: PolicyIdentifier=1.3.6.1.4.1.6449.1.2.2.15 [1,1]Policy Qualifier Info: Policy Qualifier Id=CPS Qualifier: <a href="http://cspssl.jp/repository">http://cspssl.jp/repository</a>
<b>CRL Distribution Points</b>	[1]CRL Distribution Point Distribution Point Name: Full Name: URL= <a href="http://crl.Cspssl.jp/CSPClient.crl">http://crl.Cspssl.jp/CSPClient.crl</a>
<b>Subject Alternate Name</b>	
<b>Thumbprint Algorithm</b>	SHA1
<b>Thumbprint</b>	

### 2.13 CSP Certificate Revocation List Profile

The profile of the CSP Certificate Revocation List is as per the table below:

<b>Version</b>	[Version 1]	
<b>Issuer Name</b>	countryName=[Root Certificate Country Name], organisationName=[Root Certificate Organisation], commonName=[Root Certificate Common Name] [UTF8String encoding]	
<b>This Update</b>	[Date of Issuance]	
<b>Next Update</b>	[Date of Issuance + 2 hours]	
<b>Revoked Certificates</b>	<i>CRL Entries</i>	
	Certificate Serial Number	[Certificate Serial Number]
	Date and Time of Revocation	[Date and Time of Revocation]

### **3 Organisation**

CSP operates within the Japan, with separate operations, research & development and server operation sites. All sites operate under a security policy designed to, within reason, detect, deter and prevent unauthorised logical or physical access to CA related facilities. This section of the CPS outlines the security policy, physical and logical access control mechanisms, service levels and personnel policy in use to provide trustworthy and reliable CA operations.

#### **3.1 Conformance to this CPS**

CSP conforms to this CPS and other obligations it undertakes through adjacent contracts when it provides its services.

#### **3.2 Termination of CA Operations**

In case of termination of CA operations for any reason whatsoever, CSP will provide timely notice and transfer of responsibilities to succeeding entities, maintenance of records, and remedies. Before terminating its own CA activities, CSP will take the following steps, where possible:

- Providing subscribers of valid certificates with ninety (90) days notice of its intention to cease acting as a CA.
- Revoking all certificates that are still un-revoked or un-expired at the end of the ninety (90) day notice period without seeking subscriber's consent.
- Giving timely notice of revocation to each affected subscriber.
- Making reasonable arrangements to preserve its records according to this CPS.
- Reserving its right to provide succession arrangements for the re-issuance of certificates by a successor CA that has all relevant permissions to do so and complies with all necessary rules, while its operation is at least as secure as CSP's.

The requirements of this article may be varied by contract, to the extent that such modifications affect only the contracting parties.

#### **3.3 Form of Records**

Comodo retains records in electronic or in paper-based format for a period detailed in section 3.4 of this CPS. CSP may require subscribers to submit appropriate documentation in support of a certificate application.

CSP Registration Authorities are required to submit appropriate documentation as detailed in the relevant agreements, and prior to being validated and successfully accepted as an approved CSP Registration Authority.

In its role as a CSP Registration Authority, RAs may require documentation from subscribers to support certificate applications. In such circumstances, RAs are obliged to retain such records in line with the practices of record retention and protection as used by CSP and as stated in this CPS.

#### **3.4 Records Retention Period**

Comodo retains the records of CSP digital certificates and the associated documentation for a term of no less than 3 years. The retention term begins on the date of expiration or revocation. Copies of certificates are held, regardless of their status (such as expired or revoked). Such records may be retained in electronic, in paper-based format or any other format that CSP or Comodo may see fit.

Such records are archived at a secure off-site location and are maintained in a form that prevents unauthorised modification, substitution or destruction.

#### **3.5 Logs for Core Functions**

For audit purposes, Comodo maintains electronic or manual logs of the following events for core functions. All logs are backed up on removable media and the media held at a secure off-site location on a daily basis. These media are only removed by Comodo staff on a visit to the data centre, and

when not in the data centre are held either in a safe in a locked office within the development site, or off-site in a secure storage facility.

An audit log is maintained by Comodo of each movement of the removable media. Logs are archived by the system administrator on a weekly basis and event journals reviewed on a weekly basis by CA management. Both current and archived logs are maintained in a form that prevents unauthorised modification, substitution or destruction. When the removable media reaches the end of its life it is wiped by a third party secure data destruction facility and the certificates of destruction are archived.

All logs include the following elements:

- Date and time of entry
- Serial or sequence number of entry
- Method of entry
- Source of entry
- Identity of entity making log entry

### **3.5.1 CA & Certificate Lifecycle Management**

- CA Root signing key functions, including key generation, backup, recovery and destruction
- Subscriber certificate life cycle management, including successful and unsuccessful certificate applications, certificate issuances, certificate re-issuances and certificate renewals
- Subscriber certificate revocation requests, including revocation reason
- Subscriber changes of affiliation that would invalidate the validity of an existing certificate
- Certificate Revocation List updates, generations and issuances
- Custody of keys and of devices and media holding keys
- Compromise of a private key

### **3.5.2 Security Related Events**

- System downtime, software crashes and hardware failures
- CA system actions performed by Comodo personnel, including software updates, hardware replacements and upgrades
- Cryptographic hardware security module events, such as usage, de-installation, service or repair and retirement
- Successful and unsuccessful Comodo PKI access attempts
- Secure CA facility visitor entry and exit

### **3.5.3 Certificate Application Information**

- The documentation and other related information presented by the applicant as part of the application validation process
- Storage locations, whether physical or electronic, of presented documents

### **3.5.4 Log Retention Period**

Comodo maintains logs for a period of 3 years, or as necessary to comply with applicable laws.

## **3.6 Business Continuity Plans and Disaster Recovery**

To maintain the integrity of its services Comodo implements, documents and periodically tests appropriate contingency and disaster recovery plans and procedures. Such plans are revised and updated as may be required at least once a year.

- Comodo operates a fully redundant CA system. The backup CA is readily available in the event that the primary CA should cease operation. All of Comodo's critical computer equipment is housed in a co-location facility run by a commercial data-centre, and all of the

critical computer equipment is duplicated within the facility. Incoming power and connectivity feeds are duplicated. The duplicate equipment is ready to take over the role of providing the implementation of the CA, and allows us to specify a maximum system outage time (in case of critical systems failure) of 1 hour.

- Backup of critical CA software is performed weekly and is stored offsite.
- Backup of critical business information is performed daily and is stored offsite.
- Comodo operations are distributed across several sites world wide. All sites offer facilities to manage the lifecycle of a certificate, including but not limited to the application, issuance, revocation and renewal of such certificates.

As well as a fully redundant CA system, Comodo maintains provisions for the activation of a backup CA and a secondary site should the primary site suffer a total loss of systems. This disaster recovery plan states that Comodo will endeavour to minimise interruptions to its CA operations.

### **3.7 Availability of Revocation Data**

CSP publishes Certificate Revocation Lists (CRLs) to allow relying parties to verify a digital signature made using a CSP issued digital certificate. Each CRL contains entries for all revoked un-expired certificates issued and is valid for 24 hours. CSP issues a new CRL every 24 hours and includes a monotonically increasing sequence number for each CRL issued. Under special circumstances, CSP may publish new CRLs prior to the expiry of the current CRL. All expired CRLs are archived (as described in section 3.4 of this CPS) for a period of 7 years or longer if applicable. CSP does not support OCSP (Online Certificate Status Protocol).

### **3.8 Publication of Critical Information**

CSP publishes this CPS, certificate terms and conditions, the relying party agreement and copies of all subscriber agreements in the official CSP repository at [cspssl.jp/repository](https://cspssl.jp/repository). The CSP Certificate Policy Authority maintains the CSP repository. All updates, amendments and legal promotions are logged in accordance with the logging procedures referenced in section 3.5 of this CPS.

### **3.9 Confidential Information**

CSP and Comodo observe applicable rules on the protection of personal data deemed by law or the CSP privacy policy (see section 3.11 of this CPS) to be confidential.

#### **3.9.1 Types of Information deemed as Confidential**

CSP and Comodo keep the following types of information confidential and maintain reasonable controls to prevent the exposure of such records to non-trusted personnel.

- Subscriber agreements.
- Certificate application records and documentation submitted in support of certificate applications whether successful or rejected.
- Transaction records and financial audit records.
- External or internal audit trail records and reports, except for WebTrust audit reports that may be published at the discretion of Comodo.
- Contingency plans and disaster recovery plans.
- Internal tracks and records on the operations of CSP and Comodo infrastructure, certificate management and enrolment services and data.

#### **3.9.2 Types of Information not deemed as Confidential**

Subscribers acknowledge that revocation data of all certificates issued by the CSP CA is public information is published every 24 hours. Subscriber application data marked as "Public" in the relevant

subscriber agreement and submitted as part of a certificate application is published within an issued digital certificate in accordance with section 2.12.4 of this CPS.

### **3.9.3 Access to Confidential Information**

All personnel in trusted positions handle all information in strict confidence. Personnel of RA/LRAs especially must comply with the requirements of the English law on the protection of personal data.

### **3.9.4 Release of Confidential Information**

CSP is not required to release any confidential information, unless as otherwise required by law, without an authenticated, reasonably specific request by an authorised party specifying:

- The party to whom CSP owes a duty to keep information confidential.
- The party requesting such information.
- A court order, if any.

## **3.10 Personnel Management and Practices**

Consistent with this CPS, CSP and Comodo follow personnel and management practices that provide reasonable assurance of the trustworthiness and competence of their employees and of the satisfactory performance of their duties.

### **3.10.1 Trusted roles**

Trusted roles relate to access to the CSP account management system, with functional permissions applied on an individual basis. Senior members of the management team decide permissions, with signed authorisations being archived.

Trusted personnel must identify and authenticate themselves to the system before access is granted. Identification is via a username, with authentication requiring a password and digital certificate.

### **3.10.2 Personnel controls**

All trusted personnel have background checks before access is granted to CSP's or Comodo's systems. These checks include, but are not limited to, credit history, employment history for references and a Companies House cross-reference to disqualified directors. Training of personnel is undertaken via a mentoring process involving senior members of the team to which they are attached.

## **3.11 Privacy Policy**

CSP has implemented a privacy policy, which complies with this CPS. The CSP privacy policy is published at the CSP repository at [cspssl.jp/repository](https://cspssl.jp/repository).

## **3.12 Publication of information**

The CSP SSL Certificate Services and the CSP repository are accessible through several means of communication:

- On the web: [cspssl.jp](https://cspssl.jp)
- By email from [info@cspssl.jp](mailto:info@cspssl.jp)

## 4 Practices and Procedures

This section describes the certificate application process, including the information required to make and support a successful application.

### 4.1 Certificate Application Requirements

All Certificate applicants must complete the enrolment process, which includes:

- Generate a RSA key pair and demonstrate to CSP ownership of the private key half of the key pair through the submission of a valid PKCS#10 Certificate Signing Request (CSR)
- Make all reasonable efforts to protect the integrity the private key half of the key pair
- Submit to CSP a certificate application, including application information as detailed in this CPS, a public key half of a key pair, and agree to the terms of the relevant subscriber agreement
- Provide proof of identity through the submission of official documentation as requested by CSP during the enrolment process

Certificate applications are submitted to either CSP or a CSP approved RA. The following table details the entity(s) involved in the processing of certificate applications. CSP issues all certificates.

Certificate Type	Enrolment Entity	Processing Entity	Issuing Authority
Secure Server Certificate – <i>all types as per section 2.4.1 of this CPS</i>	End Entity Subscriber Reseller Partner	CSP	CSP
Code Signing Certificate – <i>all types as per section 2.4.1 of this CPS</i>	End Entity Subscriber Reseller Partner	CSP	CSP
Secure Email Certificate – <i>Corporate version as per 2.4.2 of this CPS</i>	End Entity Subscriber Reseller Partner	CSP	CSP

#### 4.1.1 Reseller Partner Certificate Applications

Reseller Partners may act as RAs under the practices and policies stated within this CPS. The RA may make the application on behalf of the applicant pursuant to the Reseller program.

Under such circumstances, the RA is responsible for all the functions on behalf of the applicant detailed in section 4.1 of this CPS. Such responsibilities are detailed and maintained within the Web Host Reseller agreement and guidelines.

#### 4.1.2 EPKI Manager Account Holder Certificate Applications

EPKI Manager Account Holders act as RAs under the practices and policies stated within this CPS. The RA makes the application for a secure server certificate to be used by a named server, or a secure email certificate to be used by a named employee, partner or extranet user under a domain name that CSP has validated either belongs to, or may legally be used by the EPKI Manager Account holding organisation.

### 4.1.3 Methods of application

Generally, applicants will complete the online forms made available by CSP or by approved RAs at the respective official websites. Under special circumstances, the applicant may submit an application via email; however, this process is available at the discretion of CSP or its RAs.

EPKI Manager Account Holder applications are made through the EPKI Manager Management Console – a web based console hosted and supported by CSP.

## 4.2 Application Validation

Prior to issuing a certificate CSP employs controls to validate the identity of the subscriber information featured in the certificate application. The product type indicates such controls:

### 4.2.1 Secure Server Certificate – CSP SSL and CSP SSL SGC Application Four Step Validation Process

CSP utilises a four-step validation process prior to the issuance of a secure server certificate – CSP SSL and CSP SSL SGC.

This process involves CSP, automatically or manually, reviewing the application information provided by the applicant (as per section 4.3 of this CPS) in order to check that:

1. The applicant has the right to use the domain name used in the application.
  - Validated by reviewing domain name ownership records available publicly through Internet or approved global domain name registrars.
  - Validation may be supplemented through the use of the administrator contact associated with the domain name register record for communication with CSP validation staff or for automated email challenges.
  - Validation may be supplemented through the use of generic emails which ordinarily are only available to the person(s) controlling the domain name administration, for example webmaster@..., postmaster@..., admin@...
2. The applicant is an accountable legal entity (organisation).
  - Validated by requesting official company documentation, such as Business License, Articles of Incorporation, Sales License or other relevant documents.
3. The applicant should sign subscriber agreement with CSP with its company seal and its officer signed.
4. The applicant in **Japan** should wire transfer the certificate fee to CSP's bank account from its own bank account.
  - Validated by checking the bank transfer records available from CSP's bank to check if the payer's name is same as its proof document.

The above assertions are reviewed through an automated process, manual review of supporting documentation and reference to third party official databases.

### 4.2.2 Secure Server Certificate – CSP SSL Multi-domain Certificates Application One Step Validation Process

CSP utilises a one step validation process prior to the issuance of a secure server certificate – CSP SSL Multi-domain Certificates.

This process involves CSP, automatically or manually, reviewing the application information provided by the applicant (as per section 4.3 of this CPS) in order to check that:

1. The applicant has the right to use the domain name used in the application.
  - Validated by reviewing domain name ownership records available publicly through Internet or approved global domain name registrars.

- Validation may be supplemented through the use of the administrator contact associated with the domain name register record for communication with CSP validation staff or for automated email challenges.
- Validation may be supplemented through the use of generic emails which ordinarily are only available to the person(s) controlling the domain name administration, for example webmaster@..., postmaster@..., admin@...

#### **4.2.3 Code Signing Certificate Application Four Step Validation Process**

CSP utilises a four-step validation process prior to the issuance of a code signing certificate.

This process involves CSP, automatically or manually, reviewing the application information provided by the applicant (as per section 4.3 of this CPS) in order to check that:

1. The applicant is an accountable legal entity (organisation).
  - Validated by requesting official company documentation, such as Business License, Articles of Incorporation, Sales License or other relevant documents.
2. The applicant should sign subscriber agreement with CSP with its company seal and its officer signed.
3. The applicant in Japan should wire transfer the certificate fee to CSP's bank account from its own bank account.
  - Validated by check the bank transfer records available from CSP's bank to check if the payer's name is same as its proof document.
4. The applicant has the right to use the email to receive the certificate.
  - Validated by reviewing domain name ownership records available publicly through Internet or approved global domain name registrars.
  - Validation may be supplemented through the use of the administrator contact associated with the domain name register record for communication with CSP validation staff or for automated email challenges.
  - Validation may be supplemented through the use of generic emails which ordinarily are only available to the person(s) controlling the domain name administration, for example webmaster@..., postmaster@..., admin@...

The above assertions are reviewed through an automated process, manual review of supporting documentation and reference to third party official databases.

#### **4.2.4 Secure Email Certificate**

Secure Email Certificates are available through the EPKI Manager and will only be issued to email addresses within approved domain names. The EPKI Manager Account Holder must first submit a domain name to CSP and appropriate domain name ownership, or right to use a domain name, validation takes place in accordance with 4.2.1 of this CPS. Upon successful validation of a submitted domain name CSP allows the EPKI Manager Account Holder to utilise email addresses within the domain name.

The EPKI Manager nominated administrator applies for corporate versions of the Secure Email Certificate. The administrator will submit the secure email certificate end-entity information on behalf of the end-entity. An email is then delivered to the end-entity containing unique login details to online certificate generation and collection facilities hosted by CSP.

Once logged into the online certificate generation and collection facilities, the end-entity's browser creates a public and private key pair. The public key is submitted to CSP who will issue a Corporate version Secure Email Certificate containing the public key. CSP then validate using an automated cryptographic challenge that the applicant holds the private key associated with the public key submitted during this automated application process. If the automated challenge is successful, CSP will release the digital certificate to the end-entity subscriber.

### **4.3 Validation Information for Certificate Applications**

Applications for CSP certificates are supported by appropriate documentation to establish the identity of an applicant.

From time to time, CSP may modify the requirements related to application information for individuals, to respond to CSP's requirements, the business context of the usage of a digital certificate, or as prescribed by law.

#### **4.3.1 Application Information for Organisational Applicants**

The following elements are critical information elements for a CSP certificate issued to an Organisation. Those elements marked with PUBLIC are present within an issued certificate and are therefore within the public domain. Those elements not marked with PUBLIC remain confidential in line with the privacy and protection of data provisions outlined in this CPS.

- Legal Name of the Organisation (PUBLIC)
- Organisational unit (PUBLIC)
- Street, city, postal/zip code, country (PUBLIC)
- VAT-number (if applicable)
- Company / DUNS number (if available)
- Server Software Identification
- Payment Information
- Administrator contact full name, email address and telephone
- Billing contact persons and organisational representative
- Fully Qualified Domain Name / Network Server Name / Public or Private IP (PUBLIC)
- Public Key (PUBLIC)
- Proof of right to use name
- Proof of existence and organisational status of the Organisation
- Subscriber agreement, signed (if applying out of bands)

#### **4.3.2 Supporting Documentation for Organisational Applicants**

Documentation requirements for Organisational applicants include any / all of the following:

- Articles of Association
- Business License
- Certificate of Compliance
- Certificate of Incorporation
- Certificate of Authority to Transact Business
- Tax Certification
- Corporate Charter
- Corporate Database Service (TEIKOKU DATA BANK)
- Official letter from an authorised representative of a government organisation
- Official letter from office of Dean or Principal (for Educational Institutions)

CSP may accept at its discretion other official organisational documentation supporting an application.

#### **4.3.3 Application Information for Individual Applicants**

The following elements are critical information elements for a CSP certificate issued to an individual:

- Legal Name of the Individual (PUBLIC)
- Organisational unit (PUBLIC)
- Street, city, postal/zip code, country (PUBLIC)
- VAT-number (if applicable)
- Server Software Identification

- Payment Information
- Administrator contact full name, email address and telephone
- Billing contact persons and organisational representative
- Fully Qualified Domain Name / Network Server Name / Public or Private IP (PUBLIC)
- Public Key (PUBLIC)
- Proof of right to use name
- Proof of existence and organisational status of the Organisation
- Subscriber agreement, signed (if applying out of bands)

#### **4.3.4 Supporting Documentation for Individual Applicants**

Documentation requirements for Individual applicants shall include identification elements such as:

- Passport
- Driving License
- Bank statement

CSP may accept at its discretion other official documentation supporting an application.

### **4.4 Validation Requirements for Certificate Applications**

Upon receipt of an application for a digital certificate and based on the submitted information, CSP confirms the following information:

- The certificate applicant is the same person as the person identified in the certificate request.
- The certificate applicant holds the private key corresponding to the public key to be included in the certificate.
- The information to be published in the certificate is accurate, except for non-verified subscriber information.
- Any agents who apply for a certificate listing the certificate applicant's public key are duly authorised to do so.

In all types of CSP certificates, the subscriber has a continuous obligation to monitor the accuracy of the submitted information and notify CSP of any changes that would affect the validity of the certificate. Failure to comply with the obligations as set out in the subscriber agreement will result in the revocation of the Subscriber's Digital Certificate without further notice to the Subscriber and the Subscriber shall pay any Charges payable but that have not yet been paid under the Agreement.

#### **4.4.1 Third-Party Confirmation of Business Entity Information**

CSP may use the services of a third party to confirm information on a business entity that applies for a digital certificate. CSP accepts confirmation from third party organisations, other third party databases and government entities.

CSP's controls may also include Trade Registry transcripts that confirm the registration of the applicant company and state the members of the board, the management and Directors representing the company.

CSP may use any means of communication at its disposal to ascertain the identity of an organisational or individual applicant. CSP reserves right of refusal in its absolute discretion.

#### **4.4.2 Serial Number Assignment**

CSP assigns certificate serial numbers that appear in CSP certificates. Assigned serial numbers are unique.

#### **4.5 Time to Confirm Submitted Data**

CSP makes reasonable efforts to confirm certificate application information and issue a digital certificate within reasonable time frames.

CSP assures that all certificates will be issued within 2 working days after the receipt of all required validation information as per this CPS.

#### **4.6 Approval and Rejection of Certificate Applications**

Following successful completion of all required validations of a certificate application CSP approves an application for a digital certificate.

If the validation of a certificate application fails, CSP rejects the certificate application. CSP reserves its right to reject applications to issue a certificate to applicants if, on its own assessment, by issuing a certificate to such parties the good and trusted name of CSP might get tarnished, diminished or have its value reduced and under such circumstances may do so without incurring any liability or responsibility for any loss or expenses arising as a result of such refusal.

Applicants whose applications have been rejected may subsequently re-apply.

#### **4.7 Certificate Issuance and Subscriber Consent**

CSP issues a certificate upon approval of a certificate application. A digital certificate is deemed to be valid at the moment a subscriber accepts it (refer to section 4.9 of this CPS). Issuing a digital certificate means that CSP accepts a certificate application.

#### **4.8 Certificate Validity**

Certificates are valid upon issuance by CSP and acceptance by the subscriber. Generally, the certificate validity period will be 1, 2 or 3 years, however CSP reserves the right to offer validity periods outside of this standard validity period.

#### **4.9 Certificate Acceptance by Subscribers**

An issued certificate is either delivered via email or installed on a subscriber's computer / hardware security module through an online collection method. A subscriber is deemed to have accepted a certificate when:

- The subscriber uses the certificate.
- 30 days pass from the date of the issuance of a certificate.

#### **4.10 Verification of Digital Signatures**

Verification of a digital signature is used to determine that:

- The private key corresponding to the public key listed in the signer's certificate created the digital signature.
- The signed data associated with this digital signature has not been altered since the digital signature was created.

#### **4.11 Reliance on Digital Signatures**

The final decision concerning whether or not to rely on a verified digital signature is exclusively that of the relying party. Reliance on a digital signature should only occur if:

- The digital signature was created during the operational period of a valid certificate and it can be verified by referencing a validated certificate.

- The relying party has checked the revocation status of the certificate by referring to the relevant Certificate Revocation Lists and the certificate has not been revoked.
- The relying party understands that a digital certificate is issued to a subscriber for a specific purpose and that the private key associated with the digital certificate may only be used in accordance with the usages suggested in the CPS and named as Object Identifiers in the certificate profile.

Reliance is accepted as reasonable under the provisions made for the relying party under this CPS and within the relying party agreement. If the circumstances of reliance exceed the assurances delivered by CSP under the provisions made in this CPS, the relying party must obtain additional assurances.

Warranties are only valid if the steps detailed above have been carried out.

#### **4.12 Certificate Suspension**

CSP does not utilise certificate suspension.

#### **4.13 Certificate Revocation**

Revocation of a certificate is to permanently end the operational period of the certificate prior to reaching the end of its stated validity period. CSP will revoke a digital certificate if:

- There has been loss, theft, modification, unauthorised disclosure, or other compromise of the private key associated with the certificate.
- The Subscriber or CSP has breached a material obligation under this CPS.
- Either the Subscriber's or CSP's obligations under this CPS are delayed or prevented by a natural disaster, computer or communications failure, or other cause beyond the person's reasonable control, and as a result another person's information is materially threatened or compromised.
- There has been a modification of the information pertaining to the Subscriber that is contained within the certificate.
- A personal identification number, Private Key or password has, or is likely to become known to someone not authorized to use it, or is being or is likely to be used in an unauthorized way;
- A Subscriber's Digital Certificate has not been issued in accordance with the policies set out in this CPS;
- The subscriber has used the subscription Service contrary to law, rule or regulation, or Comodo or CSP reasonably believes that the Subscriber is using the certificate, directly or indirectly, to engage in illegal or fraudulent activity;
- The certificate was issued to persons or entities identified as publishers of malicious software or that impersonated other persons or entities;
- The certificate was issued as a result of fraud or negligence; or
- The certificate, if not revoked, will compromise the trust status of Comodo or CSP.

##### **4.13.1 Request for Revocation**

The subscriber or other appropriately authorised parties such as RAs can request revocation of a certificate. Prior to the revocation of a certificate CSP will verify that the revocation request has been:

- Made by the organisation or individual entity that has made the certificate application.
- Made by the RA on behalf of the organisation or individual entity that used the RA to make the certificate application

CSP employs the following procedure for authenticating a revocation request:

- The revocation request must be sent by the Administrator contact associated with the certificate application. CSP may if necessary also request that the revocation request be made by either / or the organisational contact and billing contact.
- Upon receipt of the revocation request CSP will request confirmation from the known administrator out of bands contact details, either by telephone or by fax.
- CSP validation personnel will then command the revocation of the certificate and logging of the identity of validation personnel and reason for revocation will be maintained in accordance with the logging procedures covered in this CPS.

#### **4.13.2 Effect of Revocation**

Upon revocation of a certificate, the operational period of that certificate is immediately considered terminated. The serial number of the revoked certificate will be placed within the Certificate Revocation List (CRL) and remains on the CRL until some time after the end of the certificate's validity period. An updated CRL is published on the **CSP SSL website** every 24 hours; however, under special circumstances the CRL may be published more frequently.

#### **4.14 Renewal**

Depending on the option selected during application, the validity period of CSP certificates is 1,2, 3, 4 or 5 years from the date of issuance and is detailed in the relevant field within the certificate.

Renewal fees are detailed on the official **CSP SSL websites** and within communications sent to subscribers approaching the certificate expiration date.

Renewal application requirements and procedures are the same as those employed for the application validation and issuance requirements detailed for new customers.

#### **4.15 Notice Prior to Expiration**

CSP shall make reasonable efforts to notify subscribers via e-mail, of the imminent expiration of a digital certificate. Notice shall ordinarily be provided within a 90-day period prior to the expiry of the certificate.

#### **4.16 CSP Representations**

CSP makes to all subscribers and relying parties certain representations regarding its public service, as described below. CSP reserves its right to modify such representations as it sees fit or required by law.

#### **4.17 Information Incorporated by Reference into a CSP Digital Certificate**

CSP incorporates by reference the following information in every digital certificate it issues:

- Terms and conditions of the digital certificate.
- Any other applicable certificate policy as may be stated on an issued CSP certificate, including the location of this CPS.
- The mandatory elements of the standard X.509v3.
- Any non-mandatory but customised elements of the standard X.509v3.
- Content of extensions and enhanced naming that are not fully expressed within a certificate.
- Any other information that is indicated to be so in a field of a certificate.

#### **4.18 Displaying Liability Limitations, and Warranty Disclaimers**

CSP certificates may include a brief statement describing limitations of liability, limitations in the value of transactions to be accomplished, validation period, and intended purpose of the certificate and

disclaimers of warranty that may apply. Subscribers must agree to CSP Terms & Conditions before signing-up for a certificate. To communicate information CSP may use:

- An organisational unit attribute.
- A CSP standard resource qualifier to a certificate policy.
- Proprietary or other vendors' registered extensions.

#### **4.19 Publication of Certificate Revocation Data**

CSP reserves its right to publish a CRL (Certificate Revocation List) as may be indicated.

#### **4.20 Duty to Monitor the Accuracy of Submitted Information**

In all cases and for all types of CSP certificates the subscriber has a continuous obligation to monitor the accuracy of the submitted information and notify CSP of any such changes.

#### **4.21 Publication of Information**

Published critical information may be updated from time to time as prescribed in this CPS. Such updates shall be indicated through appropriate version numbering and publication date on any new version.

#### **4.22 Interference with CSP Implementation**

Subscribers, relying parties and any other parties shall not interfere with, or reverse engineer the technical implementation of CSP or Comodo PKI services including the key generation process, the public web site and the CSP repositories except as explicitly permitted by this CPS or upon prior written approval of CSP and Comodo. Failure to comply with this as a subscriber will result in the revocation of the Subscriber's Digital Certificate without further notice to the Subscriber and the Subscriber shall pay any Charges payable but that have not yet been paid under this Agreement. Failure to comply with this as a relying party will result in the termination of the agreement with the relying party, the removal of permission to use or access the CSP repository and any Digital Certificate or Service provided by CSP.

#### **4.23 Standards**

CSP assumes that user software that is claimed to be compliant with X.509v3 and other applicable standards enforces the requirements set out in this CPS. CSP and Comodo cannot warrant that such user software will support and enforce controls required by CSP, whilst the user should seek appropriate advice.

#### **4.24 CSP Partnerships Limitations**

Partners of the CSP network shall not undertake any actions that might imperil, put in doubt or reduce the trust associated with the CSP products and services. CSP partners shall specifically refrain from seeking partnerships with other root authorities or apply procedures originating from such authorities. Failure to comply with this will result in the termination of the agreement with the relying party, the removal of permission to use or access the CSP repository and any Digital Certificate or Service provided by CSP.

#### **4.25 CSP Limitation of Liability for a CSP Partner**

CSP warrants the integrity of any certificate issued under its own root within the limits of the CSP insurance policy.

#### **4.26 Choice of Cryptographic Methods**

Parties are solely responsible for having exercised independent judgement and employed adequate training in choosing security software, hardware, and encryption/digital signature algorithms, including their respective parameters, procedures, and techniques as well as PKI as a solution to their security requirements.

#### **4.27 Reliance on Unverified Digital Signatures**

Parties relying on a digital certificate must verify a digital signature at all times by checking the validity of a digital certificate against the relevant CRL published by CSP. Relying parties are alerted that an unverified digital signature cannot be assigned as a valid signature of the subscriber.

Relying on an unverifiable digital signature may result in risks that the relying party, and not CSP, assume in whole.

By means of this CPS, CSP has adequately informed relying parties on the usage and validation of digital signatures through this CPS and other documentation published in its public repository available at [cspssl.jp/repository](http://cspssl.jp/repository) or by contacting via out of bands means via the contact address as specified in the Document Control section of this CPS.

#### **4.28 Rejected Certificate Applications**

The private key associated with a public key, which has been submitted as part of a rejected certificate application, may not under any circumstances be used to create a digital signature if the effect of the signature is to create conditions of reliance upon the rejected certificate. The private key may also not be resubmitted as part of any other certificate application.

#### **4.29 Refusal to Issue a Certificate**

CSP reserves its right to refuse to issue a certificate to any party as it sees fit, without incurring any liability or responsibility for any loss or expenses arising out of such refusal. CSP reserves the right not to disclose reasons for such a refusal.

#### **4.30 Subscriber Obligations**

Unless otherwise stated in this CPS, subscribers shall exclusively be responsible:

- To minimise internal risk of private key compromise by ensuring adequate knowledge and training on PKI is provided internally.
- To generate their own private / public key pair to be used in association with the certificate request submitted to CSP or a CSP RA.
- Ensure that the public key submitted to CSP or a CSP RA corresponds with the private key used.
- Ensure that the public key submitted to CSP or a CSP RA is the correct one.
- Provide correct and accurate information in its communications with CSP or a CSP RA.
- Alert CSP or a CSP RA if at any stage whilst the certificate is valid, any information originally submitted has changed since it had been submitted to CSP.
- Generate a new, secure key pair to be used in association with a certificate that it requests from CSP or a CSP RA.
- Read, understand and agree with all terms and conditions in this CSP CPS and associated policies published in the CSP Repository at [cspssl.jp/repository](http://cspssl.jp/repository).
- Refrain from tampering with a CSP certificate.
- Use CSP certificates for legal and authorised purposes in accordance with the suggested usages and practices in this CPS.

- Cease using a CSP certificate if any information in it becomes misleading obsolete or invalid.
- Cease using a CSP certificate if such certificate is expired and remove it from any applications and/or devices it has been installed on.
- Refrain from using the subscriber's private key corresponding to the public key in a CSP issued certificate to issue end-entity digital certificates or subordinate CAs.
- Make reasonable efforts to prevent the compromise, loss, disclosure, modification, or otherwise unauthorised use of the private key corresponding to the public key published in a CSP certificate.
- Request the revocation of a certificate in case of an occurrence that materially affects the integrity of a CSP certificate.
- For acts and omissions of partners and agents, they use to generate, retain, escrow, or destroy their private keys.

#### **4.31 Representations by Subscriber upon Acceptance**

Upon accepting a certificate, the subscriber represents to CSP and to relying parties that at the time of acceptance and until further notice:

- Digital signatures created using the private key corresponding to the public key included in the certificate is the digital signature of the subscriber and the certificate has been accepted and is properly operational at the time the digital signature is created.
- No unauthorised person has ever had access to the subscriber's private key.
- All representations made by the subscriber to CSP regarding the information contained in the certificate are accurate and true.
- All information contained in the certificate is accurate and true to the best of the subscriber's knowledge or to the extent that the subscriber had notice of such information whilst the subscriber shall act promptly to notify CSP of any material inaccuracies in such information.
- The certificate is used exclusively for authorised and legal purposes, consistent with this CPS.
- It will use a CSP certificate only in conjunction with the entity named in the organisation field of a digital certificate (if applicable).
- The subscriber retains control of her private key, use a trustworthy system, and take reasonable precautions to prevent its loss, disclosure, modification, or unauthorised use.
- The subscriber is an end-user subscriber and not a CA, and will not use the private key corresponding to any public key listed in the certificate for purposes of signing any certificate (or any other format of certified public key) or CRL, as a CA or otherwise, unless expressly agreed in writing between subscriber and CSP.
- The subscriber agrees with the terms and conditions of this CPS and other agreements and policy statements of CSP.
- The subscriber abides by the laws applicable in his/her country or territory including those related to intellectual property protection, viruses, accessing computer systems etc.
- The subscriber complies with all export laws and regulations for dual usage goods as may be applicable.

#### **4.32 Indemnity by Subscriber**

By accepting a certificate, the subscriber agrees to indemnify and hold CSP and Comodo, as well as their agent(s) and contractors harmless from any acts or omissions resulting in liability, any loss or damage, and any suits and expenses of any kind, including reasonable attorneys' fees, that CSP and/or Comodo, and the above mentioned parties may incur, that are caused by the use or publication of a certificate, and that arises from:

- Any false or misrepresented data supplied by the subscriber or agent(s).
- Any failure of the subscriber to disclose a material fact, if the misrepresentation or omission was made negligently or with intent to deceive the CA, CSP, Comodo or any person receiving or relying on the certificate.
- Failure to protect the subscriber's confidential data including their private key, or failure to take reasonable precautions necessary to prevent the compromise, loss, disclosure, modification, or unauthorised use of the subscriber's confidential data.

- Breaking any laws applicable in his/her country or territory including those related to intellectual property protection, viruses, accessing computer systems etc.

#### **4.33 Obligations of CSP Registration Authorities**

A CSP RA operates under the policies and practices detailed in this CPS and also the associated Web Host Reseller agreement, Powered SSL agreement and EPKI Manager Account agreement. The RA is bound under contract to:

- Receive applications for CSP certificates in accordance with this CPS.
- Perform all verification actions prescribed by the CSP validation procedures and this CPS.
- Receive, verify and relay to CSP all requests for revocation of a CSP certificate in accordance with the CSP revocation procedures and the CPS.
- Act according to relevant Law and regulations.

#### **4.34 Obligations of a Relying Party**

A party relying on a CSP certificate accepts that in order to reasonably rely on a CSP certificate they must:

- Minimise the risk of relying on a digital signature created by an invalid, revoked, expired or rejected certificate; the relying party must have reasonably made the effort to acquire sufficient knowledge on using digital certificates and PKI.
- Study the limitations to the usage of digital certificates and be aware through the Relying Party agreement the maximum value of the transactions that can be made using a CSP digital certificate.
- Read and agree with the terms of the CSP CPS and relying party agreement.
- Verify a CSP certificate by referring to the relevant CRL and the CRLs of intermediate CA and root CA.
- Trust a CSP certificate only if it is valid and has not been revoked or has expired.
- Rely on a CSP certificate, only as may be reasonable under the circumstances listed in this section and other relevant sections of this CPS.

#### **4.35 Legality of Information**

Subscribers shall solely be responsible for the legality of the information they present for use in certificates issued under this CPS, in any jurisdiction in which such content may be used or viewed.

#### **4.36 Subscriber Liability to Relying Parties**

Without limiting other subscriber obligations stated in this CPS, subscribers are liable for any misrepresentations they make in certificates to third parties that reasonably rely on the representations contained therein and have verified one or more digital signatures with the certificate.

#### **4.37 Duty to Monitor Agents**

The subscriber shall control and be responsible for the data that an agent supplies to CSP. The subscriber must promptly notify the issuer of any misrepresentations and omissions made by an agent. The duty of this article is continuous.

#### **4.38 Use of Agents**

For certificates issued at the request of a subscriber's agent, both the agent and the subscriber shall jointly and severally indemnify CSP, and its agents and contractors.

#### **4.39 Conditions of usage of the CSP Repository and Web site**

Parties (including subscribers and relying parties) accessing the CSP Repository ([cspssl.jp/repository](http://cspssl.jp/repository)) and official web site(s) agree with the provisions of this CPS and any other conditions of usage that CSP may make available.

Parties demonstrate acceptance of the conditions of usage of the CPS by using a CSP issued certificate.

Failure to comply with the conditions of usage of the CSP Repositories and web site may result in terminating the relationship between CSP and the party.

#### **4.40 Accuracy of Information**

CSP, recognising its trusted position, makes all reasonable efforts to ensure that parties accessing its Repositories receive accurate, updated and correct information. CSP, however, cannot accept any liability beyond the limits set in this CPS and the CSP insurance policy.

Failure to comply with the conditions of usage of the CSP Repositories and web site may result in terminating the relationship between CSP and the party.

#### **4.41 Obligations of CSP**

To the extent specified in the relevant sections of the CPS, CSP promises to:

- Comply with this CPS and its internal or published policies and procedures.
- Comply with applicable laws and regulations.
- Provide infrastructure and certification services, including but not limited to the establishment and operation of the CSP Repository and web site for the operation of PKI services.
- Provide Trust mechanisms, including a key generation mechanism, key protection, and secret sharing procedures regarding its own infrastructure.
- Provide prompt notice in case of compromise of its private key(s).
- Provide and validate application procedures for the various types of certificates that it may make publicly available.
- Issue digital certificates in accordance with this CPS and fulfil its obligations presented herein.
- Upon receipt of a request from an RA operating within the CSP network; act promptly to issue a CSP certificate in accordance with this CSP CPS.
- Upon receipt of a request for revocation from an RA operating within the CSP network; act promptly to revoke a CSP certificate in accordance with this CSP CPS.
- Publish accepted certificates in accordance with this CPS.
- Provide support to subscribers and relying parties as described in this CPS.
- Revoke certificates according to this CPS.
- Provide for the expiration and renewal of certificates according to this CPS.
- Make available a copy of this CPS and applicable policies to requesting parties.
- Warrant the accuracy of information published on a Qualified Certificate issued pursuant to the requirements of the European Directive 99/93.
- Warrant that the signatory held the private key at the time of issuance of a certificate issued pursuant to the requirements for Qualified Certificates as in the European Directive 99/93.

The subscriber also acknowledges that CSP has no further obligations under this CPS.

#### **4.42 Fitness for a Particular Purpose**

CSP disclaims all warranties and obligations of any type, including any warranty of fitness for a particular purpose, and any warranty of the accuracy of unverified information provided, save as contained herein and as cannot be excluded at law.

#### **4.43 Other Warranties**

Except as it may have otherwise been stated in relation to Qualified Certificates issued pursuant to the requirements of the European Directive 99/93 CSP and Comodo do not warrant:

- The accuracy, authenticity, completeness or fitness of any unverified information contained in certificates or otherwise compiled, published, or disseminated by or on behalf of CSP except as it may be stated in the relevant product description below in this CPS and in the CSP insurance policy.
- The accuracy, authenticity, completeness or fitness of any information contained in CSP Personal certificates class 1, free, trial or demo certificates.
- In addition, shall not incur liability for representations of information contained in a certificate except as it may be stated in the relevant product description in this CPS.
- Does not warrant the quality, functions or performance of any software or hardware device.
- Although CSP is responsible for the revocation of a certificate, it cannot be held liable if it cannot execute it for reasons outside its own control.
- The validity, completeness or availability of directories of certificates issued by a third party (including an agent) unless specifically stated by CSP.

#### **4.44 Non-Verified Subscriber Information**

Notwithstanding limitation warranties under the product section of this CPS, CSP and/or Comodo shall not be responsible for non-verified subscriber information submitted to CSP, or the CSP directory or otherwise submitted with the intention to be included in a certificate, except as it may have otherwise been stated in relation to Qualified Certificates issued pursuant to the requirements of the European Directive 99/93.

#### **4.45 Exclusion of Certain Elements of Damages**

In no event (except for fraud or wilful misconduct) shall CSP or Comodo be liable for:

- Any indirect, incidental or consequential damages.
- Any loss of profits.
- Any loss of data.
- Any other indirect, consequential or punitive damages arising from or in connection with the use, delivery, license, performance or non-performance of certificates or digital signatures.
- Any other transactions or services offered within the framework of this CPS.
- Any other damages except for those due to reliance, on the information featured on a certificate, on the verified information in a certificate.
- Any liability incurred in this case or any other case if the fault in this verified information is due to fraud or wilful misconduct of the applicant. Any liability that arises from the usage of a certificate that has not been issued or used in conformance with this CPS.
- Any liability that arises from the usage of a certificate that is not valid.
- Any liability that arises from usage of a certificate that exceeds the limitations in usage and value and transactions stated upon it or on the CPS.
- Any liability that arises from security, usability, integrity of products, including hardware and software a subscriber uses.
- Any liability that arises from compromise of a subscriber's private key.

CSP does not limit or exclude liability for death or personal injury.

#### **4.46 Certificate Insurance Plan**

Except to the extent of wilful misconduct, the cumulative maximum liability accepted by CSP for the issuance of a certificate containing invalid information pertaining to the certificate subscriber that has been validated using the methods appropriate for the certificate class and/or type is laid out below.

#### **4.46.1 CSP SSL Pro Certificate**

The cumulative liability of CSP to applicants, subscribers and relying parties in respect of each CSP SSL Pro Certificate shall not exceed \$250,000.00 (Two hundred fifty thousand US dollars).

#### **4.46.2 CSP SSL Premium Certificate**

The cumulative liability of CSP to applicants, subscribers and relying parties in respect of each CSP SSL Premium Certificate shall not exceed \$1,000,000 (one million US dollars).

#### **4.46.3 CSP SSL SGC Certificate**

The cumulative liability of CSP to applicants, subscribers and relying parties in respect of each CSP SSL SGC Certificate shall not exceed \$250,000.00 (two hundred fifty thousand US dollars).

#### **4.46.4 Code Signing Certificate**

The cumulative liability of CSP to applicants, subscribers and relying parties in respect of each Code Signing Certificate shall not exceed \$100,000.00 (one hundred thousand US dollars).

#### **4.46.5 Secure Email Certificate**

There is no liability of CSP to applicants, subscribers and relying parties.

#### **4.46.6 CSP SSL Multi-Domain Certificates**

There is no liability of CSP to applicants, subscribers and relying parties.

#### **4.47 Financial Limitations on Certificate Usage**

CSP certificates may only be used in connection with data transfer and transactions having a US dollar (US\$) value no greater than the level of warranty associated with the certificate and detailed in section 4.46 of this CPS.

#### **4.48 Damage and Loss Limitations**

In no event (except for fraud or wilful misconduct) will the aggregate liability of CSP to all parties including without any limitation a subscriber, an applicant, a recipient, or a relying party for all digital signatures and transactions related to such certificate exceeds the applicable liability cap for such certificate as stated in the CSP insurance plan detailed section 4.46 of this CPS.

#### **4.49 Conflict of Rules**

When this CPS conflicts with other rules, guidelines, or contracts, this CPS shall prevail and bind the subscriber and other parties except as to other contracts either:

- Predating the first public release of the present version of this CPS.
- Expressly superseding this CPS for which such contract shall govern as to the parties thereto, and to the extent permitted by law.

#### **4.50 CSP Intellectual Property Rights**

CSP, Comodo and/or their partners or associates own all intellectual property rights associated with their respective databases, web sites, digital certificates and any other publications originating from **CSP SSL** or Comodo, including this CPS.

#### **4.51 Infringement and Other Damaging Material**

**CSP SSL** subscribers represent and warrant that when submitting to **CSP SSL** and using a domain and distinguished name (and all other certificate application information) they do not interfere with or infringe any rights of any third parties in any jurisdiction with respect to their trademarks, service marks, trade names, company names, or any other intellectual property right, and that they are not seeking to use the domain and distinguished names for any unlawful purpose, including, without

limitation, tortious interference with contract or prospective business advantage, unfair competition, injuring the reputation of another, and confusing or misleading a person, whether natural or incorporated.

Although **CSP SSL** will provide all reasonable assistance, certificate subscribers shall defend, indemnify, and hold **CSP SSL** and Comodo harmless for any loss or damage resulting from any such interference or infringement and shall be responsible for defending all actions on behalf of **CSP SSL** and/or Comodo.

#### **4.52 Ownership**

Certificates are the property of **CSP SSL**. **CSP SSL** gives permission to reproduce and distribute certificates on a nonexclusive, royalty-free basis, provided that they are reproduced and distributed in full. **CSP SSL** reserves the right to revoke the certificate at any time.

Private and public keys are property of the subscribers who rightfully issue and hold them.

All secret shares (distributed elements) of the **CSP SSL** private key remain the property of **CSP SSL**.

#### **4.53 Governing Law**

This CPS is governed by, and construed in accordance with United States law. This choice of law is made to ensure uniform interpretation of this CPS, regardless of the place of residence or place of use of **CSP SSL** digital certificates or other products and services. United States law applies in all **Commercial** or contractual relationships in which this CPS may apply or quoted implicitly or explicitly in relation to CSP products and services where CSP acts as a provider, supplier, beneficiary receiver or otherwise.

#### **4.54 Jurisdiction**

Each party, including CSP partners, subscribers and relying parties, irrevocably agrees that the courts of Japan have exclusive jurisdiction to hear and decide any suit, action or proceedings, and to settle any disputes, which may arise out of or in connection with this CPS or the provision of CSP PKI services.

#### **4.55 Dispute Resolution**

Before resorting to any dispute resolution mechanism including adjudication or any type of Alternative Dispute Resolution (including without exception mini-trial, arbitration, binding expert's advice, co-operation monitoring and normal expert's advice) parties agree to notify CSP of the dispute with a view to seek dispute resolution.

#### **4.56 Successors and Assigns**

This CPS shall be binding upon the successors, executors, heirs, representatives, administrators, and assigns, whether express, implied, or apparent, of the parties. The rights and obligations detailed in this CPS are assignable by the parties, by operation of law (including as a result of merger or a transfer of a controlling interest in voting securities) or otherwise, provided such assignment is undertaken consistent with this CPS articles on termination or cessation of operations, and provided that such assignment does not effect a novation of any other debts or obligations the assigning party owes to other parties at the time of such assignment.

#### **4.57 Severability**

If any provision of this CPS or the application thereof, is for any reason and to any extent found to be invalid or unenforceable, the remainder of this CPS (and the application of the invalid or unenforceable

provision to other persons or circumstances) shall be interpreted in such manner as to affect the original intention of the parties.

Each and every provision of this CPS that provides for a limitation of liability, disclaimer of or limitation upon any warranties or other obligations, or exclusion of damages is intended to be severable and independent of any other provision and is to be enforced as such.

#### **4.58 Interpretation**

This CPS shall be interpreted consistently within the boundaries of business customs, commercial reasonableness under the circumstances and intended usage of a product or service. In interpreting this CPS, parties shall also take into account the international scope and application of the services and products of CSP and its international network of Registration Authorities as well as the principle of good faith as it is applied in commercial transactions.

The headings, subheadings, and other captions in this CPS are intended for convenience and reference only and shall not be used in interpreting, construing, or enforcing any of the provisions of this CPS.

Appendices and definitions to this CPS are for all purposes an integral and binding part of the CPS.

#### **4.59 No Waiver**

This CPS shall be enforced as a whole, whilst failure by any person to enforce any provision of this CPS shall not be deemed a waiver of future enforcement of that or any other provision.

#### **4.60 Notice**

CSP accepts notices related to this CPS by means of digitally signed messages sent to [info@cspssl.jp](mailto:info@cspssl.jp). Upon receipt of a valid, digitally signed acknowledgment of receipt from CSP, the sender of the notice shall deem their communication effective. The sender must receive such acknowledgment within five (5) days

#### **4.61 Fees**

CSP charges Subscriber fees for some of the certificate services it offers, including issuance, renewal and reissues (in accordance with the CSP Reissue Policy stated in 4.62 of this CPS). Such fees are detailed on the official **CSP SSL websites** ([cspssl.jp](http://cspssl.jp)).

CSP does not charge fees for the revocation of a certificate or for a Relying Party to check the validity status of a CSP issued certificate using Certificate Revocation Lists.

CSP retains its right to affect changes to such fees. CSP partners, including Resellers, Web Host Resellers, EPKI Manager Account Holders and Powered SSL Partners, will be suitably advised of price amendments as detailed in the relevant partner agreements.

#### **4.62 CSP Reissue Policy**

CSP offers a free reissue policy during the certificate lifetime. During the certificate validation period, the Subscriber may request a reissue of their certificate and incur no further fees for the reissue. If details other than just the public key require amendment, CSP reserves the right to revalidate the application in accordance with the validation processes detailed within this CPS. If the reissue request does not pass the validation process, CSP reserves the right to refuse the reissue application. Under such circumstances, the original certificate may be revoked and a refund provided to the applicant.

#### **4.63 CSP Refund Policy**

CSP offers a 30-day refund policy. During a 30-day period (beginning when a certificate is first issued) the Subscriber may request a full refund for their certificate. Under such circumstances, the original certificate may be revoked and a refund provided to the applicant.

CSP is not obliged to refund a certificate after the 30-day reissue policy period has expired.

## **5 General Issuance Procedure**

### **5.1 General - CSP**

CSP offers different certificate types to make use of SSL, Code Signing and S/MIME technology for secure online transactions, secure electronic file and secure email respectively. Prior to the issuance of a certificate, CSP will validate an application in accordance with this CPS which may involve the request by CSP to the applicant for relevant official documentation supporting the application.

CSP certificates are issued to organisations or individuals.

The validity period of CSP certificates varies dependent on the certificate type, but typically, a certificate will be valid for 1, 2, 3, 4 or 5 years. CSP reserves the right, at its discretion, to issue certificates that may fall outside of these set periods.

### **5.2 Certificates issued to Individuals and Organisations**

A certificate request can be done according to the following means:

On-line: Via the Web (https). The certificate applicant submits an application via a secure on-line link according to a procedure provided by CSP. Additional documentation in support of the application may be required so that CSP verifies the identity of the applicant. The applicant submits to CSP such additional documentation. Upon verification of identity, CSP issues the certificate and sends a notice to the applicant. The applicant downloads and installs the certificate to its device. The applicant must notify CSP of any inaccuracy or defect in a certificate promptly after receipt of the certificate or earlier notice of informational content to be included in the certificate.

CSP may at its discretion, accept applications via email.

### **5.3 Content**

Typical content of information published on a CSP certificate may include but is not limited to the following elements of information:

#### **5.3.1 Secure Server Certificates – CSP SSL(Pro , Premium, Wildcard certificates ) and CSP SSL SGC**

- Applicant's fully qualified domain name.
- Applicant's organisational name.
- Code of applicant's country.
- Organisational unit name, street address, city, state.
- Issuing certification authority (CSP).
- Applicant's public key.
- CSP digital signature.
- Type of algorithm.
- Validity period of the digital certificate.
- Serial number of the digital certificate.

#### **5.3.2 Secure Server Certificates – CSP SSL Multi-Domain Certificates**

- Applicant's fully qualified domain name.
- Issuing certification authority (CSP).
- Applicant's public key.
- CSP digital signature.
- Type of algorithm.
- Validity period of the digital certificate.
- Serial number of the digital certificate.

### 5.3.3 Code Signing Certificates

- Applicant's organisational name.
- Code of applicant's country.
- Organisational unit name, street address, city, state.
- Issuing certification authority (CSP).
- Applicant's public key.
- CSP digital signature.
- Type of algorithm.
- Validity period of the digital certificate.
- Serial number of the digital certificate.

### 5.3.4 Secure Email Certificates

- Applicant's e-mail address.
- Applicant's name.
- Code of applicant's country.
- Organisation name, organisational unit name, street address, city, state.
- Applicant's public key.
- Issuing certification authority (CSP).
- CSP digital signature.
- Type of algorithm.
- Validity period of the digital certificate.
- Serial number of the digital certificate.

## 5.4 Time to Confirm Submitted Data

CSP makes reasonable efforts to confirm certificate application information and issue a digital certificate within a reasonable time frame. The time frame is greatly dependent on the Subscriber providing the necessary details and / or documentation in a timely manner. Upon the receipt of the necessary details and / or documentation, CSP aims to confirm submitted application data and to complete the validation process and issue / reject a certificate application within 2 working days.

From time to time, events outside of the control of CSP may delay the issuance process, however CSP will make every reasonable effort to meet issuance times and to make applicants aware of any factors that may affect issuance times in a timely manner.

## 5.5 Issuing Procedure

The following steps describe the milestones to issue a Secure Server Certificate:

- a) The applicant fills out the online request on CSP's web site and the applicant submits the required information: Certificate Signing Request (CSR), e-mail address, common name, organisational information, country code, verification method and billing information.
- b) The applicant accepts the on line subscriber agreement.
- c) The applicant submits the required information to CSP.
- d) The applicant pays the certificate fees.
- e) CSP verifies the submitted information using third party databases and Government records
- f) Upon successful validation of the application information, CSP may issue the certificate to the applicant or should the application be rejected, CSP will alert the applicant that the application has been unsuccessful.
- g) Renewal is conducted as per the procedures outlined in this CPS and the official **CSP SSL websites**.
- h) Revocation is conducted as per the procedures outlined in this CPS.

## Document Control

This document is version 1.0 of the CSP CPS, signed off by the CSP Certificate Policy Authority

CSP SSL Certificate Services  
**CENTRAL SECURITY PATROLS CO.,LTD.**

**SHINJUKU NS BLDG., 2-4-1, Nishishinjuku, Shinjuku-Tokyo 163-0831 Japan**

URL: <http://cspssl.jp>

E-mail: [info@cspssl.jp](mailto:info@cspssl.jp)

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