Draft ETSI EN 319 401 V2.3.3 (2023-06)



Electronic Signatures and Infrastructures (ESI); General Policy Requirements for Trust Service Providers

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Reference

REN/ESI-0019401v241

Keywords

electronic signature, provider, security, trust services

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Foreword

This Draft European Standard (DEN) has been produced by ETSI Technical Committee Electronic Signatures and Infrastructures (ESI).

National transposition dates					
Date of adoption of this EN:					
Date of latest announcement of this EN (doa):					
Date of latest publication of new National Standard or endorsement of this EN (dop/e):					
Date of withdrawal of any conflicting National Standard (dow):					

Modal verbs terminology

In the present document "shall", "shall not", "should", "should not", "may", "need not", "will", "will not", "can" and "cannot" are to be interpreted as described in clause 3.2 of the <u>ETSI Drafting Rules</u> (Verbal forms for the expression of provisions).

"must" and "must not" are NOT allowed in ETSI deliverables except when used in direct citation.

Introduction

Building trust in the online environment is key to economic and social development. Lack of trust, in particular because of a perceived lack of security, makes consumers, businesses and administrations hesitate to carry out transactions electronically and to adopt new services. Trust service providers are often an essential element to establish trust between parties transacting electronically, particularly in open public networks, and can be used, for example, to provide trusted identity information and help establish secure communications between transacting parties. Examples of such trust service providers are issuers of public key certificates, time-stamping service providers, providers of remote electronic signature generation or validation services.

For participants of electronic commerce to have confidence in the security of these trust services they need to have confidence that the Trust Service Providers (TSPs) have established a set of procedures, processes and security measures in order to minimize the operational and financial threats and risks associated.

Further, the cybersecurity of all essential digital services is vital for digital transformation of Europe with digital services and electronic transactions. The provision of eIDAS trust services is identified as an essential element of Europe's digital infrastructure. The Directive (EU) 2022/2555 [i.17] of the European Parliament and of the Council of 14 December 2022 on measures for a high common level of cybersecurity across the Union, amending Regulation (EU) No 910/2014 and Directive (EU) 2018/1972, and repealing Directive 2016/1148 (NIS2 Directive or NIS2) identifies in article 3 that requirements for cybersecurity risk management measures are applicable, as essential providers, to Qualified Trust Services Providers as per eIDAS Regulation.

The present document specifies baseline policy requirements on the operation and management practices of TSP regardless the service they provide including cybersecurity requirements abiding NIS2. Other standards, addressing particular type of trust service, can build on the present document to identify supplement requirements for particular type of trust service.

The present document is aiming to meet the general requirements to provide trust and confidence in electronic transactions including, amongst others, applicable requirements from Regulation (EU) No 910/2014 [i.2].

EXAMPLE:

ETSI EN 319 411-2 [i.11] annex A describes the application of the present document to the requirements of Regulation (EU) No 910/2014 [i.2] requirements for TSPs issuing EU qualified certificates.

1 Scope

The present document specifies general policy requirements relating to Trust Service Providers (TSPs) that are independent of the type of TSP. It defines policy requirements on the operation and management practices of TSPs.

Other specifications refine and extend these requirements as applicable to particular forms of TSP. The present document does not specify how the requirements identified can be assessed by an independent party, including requirements for information to be made available to such independent assessors, or requirements on such assessors.

NOTE: See ETSI EN 319 403 [i.5] for details about requirements for conformity assessment bodies assessing Trust Service Providers.

The present document aims to support the requirements on NIS2 Directive [i.17] and addresses the general requirements for security management and cybersecurity of trust services (qualified and non-qualified).

2 References

2.1 Normative references

References are either specific (identified by date of publication and/or edition number or version number) or non-specific. For specific references, only the cited version applies. For non-specific references, the latest version of the referenced document (including any amendments) applies.

Referenced documents which are not found to be publicly available in the expected location might be found at https://docbox.etsi.org/Reference.

NOTE: While any hyperlinks included in this clause were valid at the time of publication, ETSI cannot guarantee their long term validity.

The following referenced documents are necessary for the application of the present document.

Not applicable.

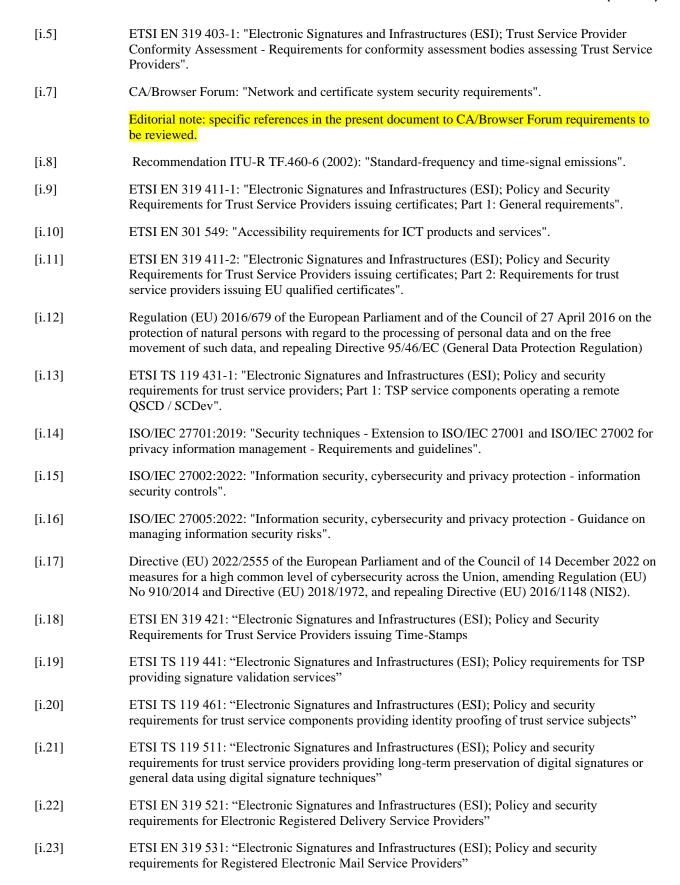
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NOTE: While any hyperlinks included in this clause were valid at the time of publication, ETSI cannot guarantee their long term validity.

The following referenced documents are not necessary for the application of the present document but they assist the user with regard to a particular subject area.

[i.1]	Void.
[i.2]	Regulation (EU) No 910/2014 of the European Parliament and of the Council of 23 July 2014 on electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC.
[i.3]	Void.
[i.4]	Void.
[i.4]	Void.



3 Definition of terms, symbols, abbreviations and notation

3.1 Terms

For the purposes of the present document, the following terms apply:

access control: physical and logical access to assets that is authorized and/or restricted based on business and information security requirements [SOURCE: ISO/IEC 27002:2022 [i.15]]

asset: anything that has value to the organization [SOURCE: ISO/IEC 27002:2022 [i.15]]

attack: successful or unsuccessful unauthorized attempt to destroy, alter, disable, gain access to an asset or any attempt to expose, steal, or make unauthorized use of an asset. [SOURCE: ISO/IEC 27002:2022 [i.15]]

authentication: provision of assurance that a claimed characteristic of an entity is correct [SOURCE: ISO/IEC 27002:2022 [i.15]]

authenticity: property that an entity is what it claims to be [SOURCE: ISO/IEC 27002:2022 [i.15]]

Coordinated Universal Time (UTC): time scale based on the second as defined in Recommendation ITU-R TF.460-6 [i.8]

cybersecurity: activities necessary to protect network and information systems, the users of such systems, and other persons affected by cyber threats

cyber threat: potential circumstance, event or action that could damage, disrupt or otherwise adversely impact network and information systems, the users of such systems and other persons

impact: harm that may be suffered when a threat compromises an information asset

incident: any event compromising the availability, authenticity, integrity or confidentiality of stored, transmitted or processed data or of the services offered by, or accessible via, network and information systems

incident handling: any actions and procedures aiming to prevent, detect, analyse, and contain or to respond to and recover from an incident

information security breach: compromise of information security that leads to the undesired destruction, loss, alteration, disclosure of, or access to, protected information transmitted, stored or otherwise processed [SOURCE: ISO/IEC 27002:2022 [i.15]]

information security event: occurrence indicating a possible information security breach or failure of security controls [SOURCE: ISO/IEC 27002:2022 [i.15]]

information security incident: one or multiple related and identified information security events that can harm an organization's assets or compromise its operations [SOURCE: ISO/IEC 27002:2022 [i.15]]

information security incident management: exercise of a consistent and effective approach to the handling of information security incidents [SOURCE: ISO/IEC 27002:2022 [i.15]]

information system: set of applications, services, information technology assets, or other information-handling components [SOURCE: ISO/IEC 27002:2022 [i.15]]

large-scale cybersecurity incident: incident whose disruption exceeds a Member State's capacity to respond to it or with a significant impact on at least two Member States

near miss: event that could have compromised the availability, authenticity, integrity or confidentiality of stored, transmitted or processed data or of the services offered by, or accessible via, network and information systems, but was successfully prevented from transpiring or did not materialise

policy: intentions and direction of an organization, as formally expressed by its top management [SOURCE: ISO/IEC 27002:2022 [i.15]]

procedure: specified way to carry out an activity or a process [SOURCE: ISO/IEC 27002:2022 [i.15]]

process: set of interrelated or interacting activities that uses or transforms inputs to deliver a result [SOURCE: ISO/IEC 27002:2022 [i.15]]

relying party: natural or legal person that relies upon an electronic identification or a trust service

NOTE: Relying parties include parties verifying a digital signature using a public key certificate.

risk: potential for loss or disruption caused by an incident and is to be expressed as a combination of the magnitude of such loss or disruption and the likelihood of occurrence of that incident

risk analysis: process of estimating the likelihood that an event will create an impact and include as necessary components, the foreseeability of a threat, the expected effectiveness of Safeguards, and an evaluated result

risk assessment: Overall process of risk identification, risk analysis and risk evaluation. [SOURCE: ISO Guide 73:2009]

risk management: process for analysing, mitigating, overseeing, and reducing risk

risk treatment: process to modify risk.[SOURCE: ISO Guide 73:2009]

subscriber: legal or natural person bound by agreement with a trust service provider to any subscriber obligations

trust service: electronic service for:

- creation, verification, and validation of digital signatures and related certificates;
- creation, verification, and validation of time-stamps and related certificates;
- registered delivery and related certificates;
- creation, verification and validation of certificates for website authentication; or
- preservation of digital signatures or certificates related to those services.

trust service component: one part of the overall service of a TSP

EXAMPLE: Those identified in clause 4.4 of ETSI EN 319 411-1 [i.9]. Also, ETSI TS 119 431-1 [i.13] defines requirements for a Server Signing Application Service Component (SSASC) which can be implemented as part of TSP's service which also includes other service components.

NOTE: Other standards, including ETSI standards, can specify requirements for other service components which can form part of a wider TSP's service.

trust service policy: set of rules that indicates the applicability of a trust service to a particular community and/or class of application with common security requirements

NOTE: A trust service policy describes what is offered and provides information about the level of the service. It is defined independently of the specific details of the specific operating environment of a TSP; a trust service policy can apply to a community to which several TSPs belong that abide by the common set of rules specified in that policy. It can be defined for example by the TSP, by standards, by national (e.g. government) or international organizations, by the customers (subscribers) of the TSP and it is not necessarily part of the TSP's documentation.

trust service practice statement: statement of the practices that a TSP employs in providing a trust service

NOTE: See clause 6.2 for further information on practice statement.

Trust Service Provider (TSP): entity which provides one or more trust services

trust service token: physical or binary (logical) object generated or issued as a result of the use of a trust service

NOTE: Examples of trust service tokens are: certificates, CRLs, time-stamp tokens, OCSP responses.

vulnerability: weakness of an asset or control that can be exploited by one or more threats [SOURCE: ISO/IEC 27002:2022 [i.15]]

3.2 Symbols

Void.

3.3 Abbreviations

For the purposes of the present document, the following abbreviations apply:

CA Certification Authority
IP Internet Protocol
IT Information Technology

NIS2 Directive (EU) 2022/2555 [i.17]

SSASC Server Signing Application Service Component

TSP Trust Service Provider UTC Coordinated Universal Time

3.4 Notation

The requirements in the present document are identified as follows:

<the 3 letters REQ> - < the clause number> - <2 digit number - incremental>

The management of the requirement identifiers throughout subsequent editions of the present document is as follows:

- When a requirement is inserted at the end of a clause, the 2 digit number above is incremented to the next available digit.
- When a requirement is inserted between two existing requirements, capital letters appended to the previous requirement identifier are used to distinguish a new requirement.
- The requirement identifier for deleted requirements are left and completed with "Void".
- The requirement identifier for modified requirement are left void and the modified requirement is identified by capital letter(s) appended to the initial requirement number.

4 Overview

Trust services can encompass but is not limited to the issuance of public key certificates, provision of registration services, time-stamping services, long term preservation services, e-delivery services and/or signature validation services.

These policy requirements are not meant to imply any restrictions on charging for TSP's services.

The requirements are indicated in terms of the security objectives followed by more specific requirements for controls to meet those objectives where considered necessary to provide the necessary confidence that those objectives will be met.

When implementing controls of clause 7, ISO/IEC 27002:2022 [i.15] should be applied.

NOTE: The details of controls required to meet an objective is a balance between achieving the necessary confidence whilst minimizing the restrictions on the techniques that a TSP can employ in providing services.

5 Risk Assessment

REQ-5-01: The TSP shall carry out a risk assessment to identify, analyse and evaluate trust service risks taking into account business and technical issues.

REQ-5-02: The TSP shall select the appropriate risk treatment measures, taking account of the risk assessment results. The risk treatment measures shall ensure that the level of security is commensurate to the degree of risk.

NOTE: See ISO/IEC 27005:2022 [i.16] for guidance on information security risk management as part of an information security management system.

REQ-5-03: The TSP shall determine all security requirements and operational procedures that are necessary to implement the risk treatment measures chosen, as documented in the information security policy and the trust service practice statement (see clause 6).

REQ-5-04: The risk assessment shall be regularly reviewed and revised.

REQ-5-05: The TSP's management shall approve the risk assessment and accept the residual risk identified.

6 Policies and practices

6.1 Trust Service Practice statement

REQ-6.1-01: The TSP shall specify the set of policies and practices appropriate for the trust services it is providing.

REQ-6.1-02: The set of policies and practices shall be approved by management, published and communicated to employees and external parties as relevant.

In particular:

- **REQ-6.1-03:** Void.
- **REQ-6.1-03A:** The TSP shall have a statement of the practices and procedures used to address all the requirements of the applicable trust service policy as identified by the TSP.

NOTE 1: The present document makes no requirement as to the structure of the trust service practice statement.

- **REQ-6.1-04:** The TSP's trust service practice statement shall identify the obligations of all external organizations supporting the TSP's services including the applicable policies and practices.
- **REQ-6.1-05:** Void.
- **REQ-6.1-05A:** The TSP shall make available to subscribers and relying parties its practice statement, and other relevant documentation, as necessary to demonstrate conformance to the trust service policy.

NOTE 2: The TSP need not disclose any aspects containing sensitive information in the documentation that is made available to subscribers and relying parties.

- **REQ-6.1-06:** The TSP shall have a management body with overall responsibility for the TSP with final authority for approving the TSP's practice statement.
- **REQ-6.1-07:** The TSP's management shall implement the practices.
- **REQ-6.1-08:** The TSP shall define a review process for the practices including responsibilities for maintaining the TSP's practice statement.
- **REQ-6.1-09:** Void.
- **REQ-6.1-09A** [CONDITIONAL]: When the TSP intends to make changes in its practice statement that might affect the acceptance of the service by the subject, subscriber or relying parties, it shall give due notice of changes to subscribers and relying parties.

- NOTE 3: The due notice does not need to provide the details of the changes. The due notice can be published on the TSP's repository.
- **REQ-6.1-10:** The TSP shall, following approval as in **REQ-6.1-06** above, make the revised TSP's practice statement immediately available as required under **REQ-6.1-05** above.
- **REQ-6.1-11:** The TSP shall state in its practices the provisions made for termination of service (see clause 7.12).

6.2 Terms and Conditions

REQ-6.2-01: TSP shall make the terms and conditions regarding its services available to all subscribers and relying parties.

REQ-6.2-02: The terms and conditions shall at least specify for each trust service policy supported by the TSP the following:

- a) the trust service policy being applied;
- b) any limitations on the use of the service provided including the limitation for damages arising from the use of services exceeding such limitations;

EXAMPLE 1: The expected life-time of public key certificates.

- c) the subscriber's obligations, if any;
- d) information for parties relying on the trust service;

EXAMPLE 2: How to verify the trust service token, any possible limitations on the validity period associated with the trust service token.

- e) the period of time during which TSP's event logs are retained;
- f) limitations of liability;
- g) the applicable legal system;
- h) procedures for complaints and dispute settlement;
- i) whether the TSP's trust service has been assessed to be conformant with the trust service policy, and if so through which conformity assessment scheme;
- j) the TSP's contact information; and
- k) any undertaking regarding availability.

REQ-6.2-03: Subscribers and parties relying on the trust service shall be informed of precise terms and conditions, including the items listed above, before entering into a contractual relationship.

REQ-6.2-04: Terms and conditions shall be made available through a durable means of communication.

REQ-6.2-05: Terms and conditions shall be available in a readily understandable language.

REQ-6.2-06: Terms and conditions may be transmitted electronically.

6.3 Information security policy

REQ-6.3-01: The TSP shall define an information security policy which is approved by management and which sets out the organization's approach to managing its information security.

REQ-6.3-02: Changes to the information security policy shall be communicated to third parties, where applicable. This includes subscribers, relying parties, assessment bodies, supervisory or other regulatory bodies.

In particular:

- **REQ-6.3-03:** A TSP's information security policy shall be documented, implemented and maintained including the security controls and operating procedures for TSP's facilities, systems and information assets providing the services.
- **REQ-6.3-04:** The TSP shall publish and communicate the information security policy to all employees who are impacted by it.

NOTE 1: See clause 5.1 of ISO/IEC 27002:2022 [i.15] for guidance.

- **REQ-6.3-05:** Void (moved to clause 7.14).
- **REQ-6.3-06:** Void (moved to clause 7.14).
- **REQ-6.3-07:** The TSP's information security policy and inventory of assets for information security (see clause 7.3) shall be reviewed at planned intervals or if significant changes occur to ensure their continuing suitability, adequacy and effectiveness.
- **REQ-6.3-08:** Any changes that will impact on the level of security provided shall be approved by the management body referred to in **REQ-6.1-07**.
- **REQ-6.3-09:** The configuration of the TSPs systems shall be regularly checked for changes which violate the TSPs security policies.
- REQ-6.3-10: The maximum interval between two checks shall be documented in the trust service practice statement.

NOTE 2: Further recommendations are given in the CA/Browser Forum network security guide [i.7], item 1.

7 TSP management and operation

7.1 Internal organization

7.1.1 Organization reliability

REQ-7.1.1-01: The TSP organization shall be reliable.

In particular:

- REQ-7.1.1-02: Trust service practices under which the TSP operates shall be non-discriminatory.
- **REQ-7.1.1-03:** The TSP should make its services accessible to all applicants whose activities fall within its declared field of operation and that agree to abide by their obligations as specified in the TSP's terms and conditions.
- **REQ-7.1.1-04:** The TSP shall maintain sufficient financial resources and/or obtain appropriate liability insurance, in accordance with applicable law, to cover liabilities arising from its operations and/or activities.

NOTE: For liability of TSPs operating in EU, see article 13 of the Regulation (EU) No 910/2014 [i.2].

- REQ-7.1.1-05: The TSP shall have the financial stability and resources required to operate in conformity with this policy.
- REQ-7.1.1-06: The TSP shall have policies and procedures for the resolution of complaints and disputes
 received from customers or other relying parties about the provisioning of the services or any other related
 matters.
- **REQ-7.1.1-07:** Void (moved to clause 7.14).
- **REQ-7.1.1-08** [CONDITIONAL]: Void (moved to clause 7.14).
- **REQ-7.1.1-09 [CONDITIONAL]:** Void (moved to clause 7.14).

• **REQ-7.1.1-10 [CONDITIONAL]:** Void (moved to clause 7.14).

7.1.2 Segregation of duties

REQ-7.1.2-01: Conflicting duties and areas of responsibility shall be segregated to reduce opportunities for unauthorized or unintentional modification or misuse of the TSP's assets.

NOTE 1: See clause 5.3 of ISO/IEC 27002:2022 [i.15] for guidance.

7.2 Human resources

REQ-7.2-01: Void.

REQ-7.2-01A: The TSP shall ensure that all personnel and contractors apply information security in accordance with the established information security policy, topic-specific policies and procedures of the TSP.

NOTE 1: See clauses 5.4 of ISO/IEC 27002:2022 [i.15] for guidance.

In particular:

- **REQ-7.2-02:** The TSP shall employ staff and, if applicable, subcontractors, who possess the necessary expertise, reliability, experience, and qualifications and who have received training regarding cybersecurity and personal data protection rules as appropriate for the offered services and the job function.
- **REQ-7.2-03:** TSP's personnel should be able to fulfil the requirement of "expert knowledge, experience and qualifications" through formal training and credentials, or actual experience, or a combination of the two.
- **REQ-7.2-04:** This should include regular (at least every 12 months) updates on new threats and current security practices.

NOTE 2: Personnel employed by a TSP include individual personnel contractually engaged in performing functions in support of the TSP's services. Personnel who can be involved in monitoring the TSP's services need not be TSP's personnel.

• **REQ-7.2-05:** Appropriate disciplinary sanctions shall be applied to personnel violating TSP's policies or procedures.

NOTE 3: See clause 6.4 of ISO/IEC 27002:2022 [i.15] for guidance.

- **REQ-7.2-06:** Void.
- **REQ-7.2-06A:** Information security roles and responsibilities, as specified in the TSP's information security policy, shall be documented in job descriptions or in documents available to all concerned personnel and allocated accordingly.
- **REQ-7.2-07:** Void.
- REQ-7.2-07A: Trusted roles, on which the TSP's operation is dependent, shall be clearly identified.

NOTE 3A: See clause 5.2 of ISO/IEC 27002:2022 [i.15] for guidance.

- **REQ-7.2-08:** Void.
- **REQ-7.2-09:** Void.

NOTE 4: See clause 5.4 of ISO/IEC 27002:2022 [i.15] for further guidance on management responsibilities.

• **REQ-7.2-10:** TSP's personnel (both temporary and permanent) shall have job descriptions defined from the view point of roles fulfilled with segregation of duties and least privilege (see clause 7.1.2), determining position sensitivity based on the duties and access levels, background screening and employee training and awareness.

NOTE 4A: See clause 6.1 of ISO/IEC 27002:2022 [i.15] for further guidance on screening, and clause 6.2 for further guidance on terms and conditions on employment.

• **REQ-7.2-11:** Where appropriate, job descriptions shall differentiate between general functions and TSP's specific functions. These should include skills and experience requirements.

NOTE 5: Void.

• **REQ-7.2-12:** Personnel shall exercise administrative and management procedures and processes that are in line with the TSP's information security management procedures.

NOTE 6: Void.

- **REQ-7.2-13:** Managerial personnel shall possess experience or training with respect to the trust service that is provided, familiarity with security procedures for personnel with security responsibilities and experience with information security and risk assessment sufficient to carry out management functions.
- **REQ-7.2-14:** All TSP's personnel in trusted roles shall be free from conflict of interest that might prejudice the impartiality of the TSP's operations.

NOTE 7: Void.

- **REO-7.2-15:** Trusted roles shall include roles that involve the following responsibilities:
 - a) Security Officers: Overall responsibility for administering the implementation of the security practices.
 - b) System Administrators: Authorized to install, configure and maintain the TSP's trustworthy systems for service management.

NOTE 8: This includes recovery of the system.

- c) System Operators: Responsible for operating the TSP's trustworthy systems on a day-to-day basis. Authorized to perform system backup.
- d) System Auditors: Authorized to view archives and audit logs of the TSP's trustworthy systems.

NOTE 9: Additional application specific roles can be required for particular trust services.

- **REQ-7.2-16:** Void.
- **REQ-7.2-16A:** TSP's personnel shall be formally appointed to trusted roles by senior management responsible for security.
- **REQ-7.2-16B:** Trusted roles shall be accepted by the appointed person to fulfil the role.
- **REQ-7.2-17:** Personnel shall not have access to the trusted functions until the necessary checks are completed.

NOTE 10:In some countries it is not possible for TSP to obtain information on past convictions without the collaboration of the candidate employee.

NOTE 11: See clause 6.1 of ISO/IEC 27002:2022 [i.15] for further guidance on screening.

• **REQ-7.2-18:** [CONDITIONAL] When personnel are working remotely, TSP shall implement cybersecurity measures to protect information accessed, processed or stored outside the TSP's premises.

In particular:

• **REQ-7.2-19:** TSP allowing remote working activities shall issue a topic-specific policy on remote working that defines the relevant cybersecurity conditions and restrictions.

NOTE 12: See clause 6.7 of ISO/IEC 27002:2022 [i.15] for further guidance on remote working.

7.3 Asset management

7.3.1 General requirements

REQ-7.3.1-01: The TSP shall ensure an appropriate level of protection of its assets including information assets.

NOTE 1: Void.

REQ-7.3.1-01B: The assets provided through a supply chain shall be protected as specified in 7.14.

NOTE 1A: Asset Management is a requirement which is incorporated in all EN 319 411-1 [i.9] (clause 6.4.1), EN 319 421 [i.18] (clause 7.4), TS 119 431-1 [i.13] (clause 6.4.1), TS 119 441 [i.19] (clause 7.3), TS 119 461 [i.20] (clause 7.3), TS 119 511 [i.21] (clause 7.3), EN 319 521 [i.22] (clause 7.3.1), EN 319 531 [i.23] (clause 7.3.1).

In particular:

- **REQ-7.3.1-02:** Void.
- **REQ-7.3.1-02A:** The TSP shall maintain an accurate inventory of assets as a prerequisite for effective technical vulnerability management and shall assign a classification consistent with the risk assessment.

NOTE 2: See clauses 5.9 and 8.8 of ISO/IEC 27002:2022 [i.15] for guidance.

• **REQ-7.3.1-03:** TSP shall identify, document and implement rules for the acceptable use and procedures for handling information and other associated assets.

NOTE 3: See clause 5.10 of ISO/IEC 27002:2022 [i.15] for guidance.

• **REQ-7.3.1-04:** TSP shall implement and document procedures in case of change or termination process of contractors, personnel or other third parties in order to include the return of all previously issued physical and electronic assets owned by or entrusted to the TSP.

NOTE 4: See clause 5.11 of ISO/IEC 27002:2022 [i.15] for guidance.

7.3.2 Media handling

REQ-7.3.2-01: Void.

REQ-7.3.2-01A: All media shall be managed through its life cycle of acquisition, use, transportation and disposal in accordance with the TSP's classification scheme and handling requirements.

REQ-7.3.2-02: Media used within the TSP's systems shall be securely handled to protect media from damage, theft, unauthorized access and obsolescence.

REQ-7.3.2-03: Media management procedures shall protect against obsolescence and deterioration of media within the period of time that records are required to be retained.

NOTE: See clause 7.10 of ISO/IEC 27002:2022 [i.15] for guidance.

7.4 Access control

REQ-7.4-01: The TSP's system access shall be limited to authorized individuals.

In particular:

- REQ-7.4-02: Void.
- REQ-7.4-03: Void.
- **REQ-7.4-04:** Void.
- **REQ-7.4-04A:** The TSP shall administer user access of operators, administrators and system auditors applying the principle of "least privileges" when configuring access privileges.

NOTE 1: This generally applies to personnel appointed to trusted roles as per **REQ-7.2-16.**

REQ-7.4-05: The administration shall include user account management and timely modification or removal
of access.

- **REQ-7.4-06:** Access to information and application system functions shall be restricted in accordance with the access control policy.
- **REQ-7.4-07:** The TSP's system shall provide sufficient computer security controls for the separation of trusted roles identified in TSP's practices, including the separation of security administration and operation functions. Particularly, use of system utility programs shall be restricted and controlled.
- REQ-7.4-08: TSP's personnel shall be identified and authenticated before using critical applications related to
 the service.
- **REQ-7.4-09:** TSP's personnel shall be accountable for their activities.

EXAMPLE: By retaining event logs.

REQ-7.4-10: Sensitive data shall be protected against being revealed through re-used storage objects (e.g. deleted files) or media (see clause 7.3.2) being accessible to unauthorized users.

NOTE 2: See clauses 5.15, 5.16, 5.17, 5.18, 8.2, 8.3, 8.4, 8.5, and 8.18 of ISO/IEC 27002:2022 [i.15] for guidance.

NOTE 3: Further recommendations regarding authentication are given in the CA/Browser Forum network security guide [i.7], clause 2.

7.5 Cryptographic controls

REQ-7.5-01: Appropriate security controls shall be in place for the management of any cryptographic keys and any cryptographic devices throughout their lifecycle.

NOTE: See clause 8.24 of ISO/IEC 27002:2022 [i.15] for guidance.

7.6 Physical and environmental security

REQ-7.6-01: The TSP shall control physical access to components of the TSP's system whose security is critical to the provision of its trust services and minimize risks related to physical security.

NOTE 1: See clauses 7.1, 7.2, 7.3, 7.4, 7.5, 7.6, 7.7, 7.8, 7.9, and 8.1 of ISO/IEC 27002:2022 [i.15] for guidance.

In particular:

• **REQ-7.6-02:** Physical access to components of the TSP's system whose security is critical to the provision of its trust services shall be limited to authorized individuals.

NOTE 2: Criticality is identified through risk assessment, or through application security requirements, as requiring a security protection.

- REQ-7.6-03: Controls shall be implemented to avoid loss, damage or compromise of assets and interruption to business activities.
- **REQ-7.6-04:** Controls shall be implemented to avoid compromise or theft of information and information processing facilities.
- **REQ-7.6-05:** Components that are critical for the secure operation of the trust service shall be located in a protected security perimeter with physical protection against intrusion, controls on access through the security perimeter and alarms to detect intrusion.

NOTE 3: Void.

7.7 Operation security

REQ-7.7-01: The TSP shall use trustworthy systems and products that are protected against modification and ensure the technical security and reliability of the processes supported by them.

NOTE 1: Void.

NOTE 2: Void.

NOTE 3: Void.

In particular:

- **REQ-7.7-02:** An analysis of security requirements shall be carried out at the design and requirements specification stage of any systems development project undertaken by the TSP or on behalf of the TSP to ensure that security is built into IT systems.
- **REQ-7.7-03:** Change control procedures shall be applied for releases, modifications and emergency software fixes of any operational software and changes to the configuration which applies the TSP's security policy.
- **REO-7.7-04:** The procedures shall include documentation of the changes.

NOTE 4: See clauses 5.37, 8.6, 8.31, and 8.32 of ISO/IEC 27002:2022 [i.15] for guidance.

• **REQ-7.7-05:** The integrity of TSP's systems and information shall be protected against viruses, malicious and unauthorized software.

NOTE 4A: See clause 8.7 of ISO/IEC 27002:2022 [i.15] for guidance.

- **REQ-7.7-06:** Void.
- **REQ-7.7-07:** Void.
- **REQ-7.7-08:** Procedures shall be established and implemented for all trusted and administrative roles that impact on the provision of services.
- **REQ-7.7-09:** The TSP shall specify and apply procedures for ensuring that:
 - a) security patches are applied within a reasonable time after they come available;
 - b) security patches are not applied if they introduce additional vulnerabilities or instabilities that outweigh the benefits of applying them; and
 - c) the reasons for not applying any security patches are documented.

NOTE 5: Void.

REQ-7.7-10: The TSP shall establish, document, implement, monitor, and review configurations, including security configurations, of hardware, software, services and networks.

REQ-7.7-11: The TSP shall monitor configurations with a comprehensive set of system management tools.

EXAMPLE: Examples of system management tools are: maintenance utilities, remote support, enterprise management tools, backup and restore software.

REQ-7.7.12: The TSP shall review configurations on a regular basis to verify configuration settings, evaluate password strengths and assess activities performed.

NOTE 6: See clause 8.9 of ISO/IEC 27002:2022[i.15] for guidance.

NOTE 7: Further recommendations are given in the CA/Browser Forum network security guide [i.7], item 1.

7.8 Network security

REQ-7.8-01: The TSP shall protect its network and systems from attacks.

NOTE 1: See clauses 8.20, 8.21, 8.22, and 8.23 of ISO/IEC 27002:2022[i.15] for guidance.

In particular:

• **REQ-7.8-02:** The TSP shall segment its systems into networks or zones based on risk assessment considering functional, logical, and physical (including location) relationship between trustworthy systems and services.

- **REQ-7.8-03:** The TSP shall apply the same security controls to all systems co-located in the same zone.
- **REQ-7.8-04:** The TSP shall restrict access and communications between zones to those necessary for the operation of the TSP.
- REQ-7.8-05: The TSP shall explicitly forbid or deactivate not needed connections and services.
- **REQ-7.8-06:** The TSP shall review the established rule set on a regular basis.
- **REQ-7.8-07:** The TSP shall keep all systems that are critical to the TSP's operation in one or more secured zone(s) (e.g. Root CA systems see ETSI EN 319 411-1 [i.9]).
- **REQ-7.8-08:** The TSP shall separate dedicated network for administration of IT systems and TSP's operational network.
- REQ-7.8-09: The TSP shall not use systems used for administration of the security policy implementation for other purposes.
- **REQ-7.8-10:** The TSP shall separate the production systems for the TSP's services from systems used in development and testing (e.g. development, test and staging systems).
- **REQ-7.8-11:** Void.
- **REQ-7.8-11A:** The TSP shall establish communication between distinct trustworthy systems only through trusted channels that are isolated using logical, cryptographic or physical separation from other communication channels and provide assured identification of its end points and protection of the channel data from modification or disclosure.
- **REQ-7.8-12:** If a high level of availability of external access to the trust service is required, the external network connection shall be redundant to ensure availability of the services in case of a single failure.
- **REQ-7.8-13:** The TSP shall undergo or perform a regular vulnerability scan on public and private IP addresses identified by the TSP and record evidence that each vulnerability scan was performed by a person or entity with the skills, tools, proficiency, code of ethics, and independence necessary to provide a reliable report.
- **REQ-7.8-13A:** The vulnerability scan requested by REQ-7.8-13 should be performed once per quarter.
- **REQ-7.8-14:** The TSP shall undergo a penetration test on the TSP's systems at set up and after infrastructure or application upgrades or modifications that the TSP determines are significant.
- **REQ-7.8-14A:** The penetration test requested by **REQ-7.8-14** should be performed at least once per year.
- **REQ-7.8-15:** The TSP shall record evidence that each penetration test was performed by a person or entity with the skills, tools, proficiency, code of ethics, and independence necessary to provide a reliable report.
- **REQ-7.8-16:** Controls (e.g. firewalls) shall protect the TSP's internal network domains from unauthorized access including access by subscribers and third parties.
- **REQ-7.8-17:** Firewalls should also be configured to prevent all protocols and accesses not required for the operation of the TSP.

7.9 Vulnerabilities and Incident management

REQ-7.9-01: Void.

REQ-7.9-01A: The TSP shall monitor networks, systems and applications for anomalous behaviour and shall take actions to evaluate potential information security incidents.

NOTE 1: See clauses 8.16, 5.24, 5.25, 5.26, 5.27, 5.28 and 6.8 of ISO/IEC 27002:2022 [i.15] for guidance.

In particular:

- REQ-7.9-02: Monitoring activities should take account of the sensitivity of any information collected or analysed.
- **REQ-7.9-03:** Abnormal system activities that indicate a potential security violation, including intrusion into the TSP's network, shall be detected and reported as alarms.

NOTE 2: Abnormal network system activities can comprise (external) network scans or packet drops.

- **REQ-7.9-04:** The TSP shall monitor the following events:
 - a) start-up and shutdown of the logging functions; and
 - b) availability and utilization of needed services with the TSP's network.
- **REQ-7.9-05:** The TSP shall act in a timely and co-ordinated manner in order to respond quickly to incidents and to limit the impact of breaches of security.
- **REQ-7.9-06:** The TSP shall appoint trusted role personnel to follow up on alerts of potentially critical security events and ensure that relevant incidents are reported in line with the TSP's procedures.
- **REQ-7.9-07:** The TSP shall establish procedures to notify the appropriate parties in line with the applicable regulatory rules of any breach of security or loss of integrity that has a significant impact on the trust service provided and on the personal data maintained therein within 24 hours of the breach being identified.
- NOTE 3: TSPs operating within the European Union can contact the appropriate supervisory body and/or other competent authorities for further guidance on implementing notification procedures as per article 19.2 of Regulation (EU) No 910/2014 [i.2].
- **REQ-7.9-08:** Where the breach of security or loss of integrity is likely to adversely affect a natural or legal person to whom the trusted service has been provided, the TSP shall also notify the natural or legal person of the breach of security or loss of integrity without undue delay.
- **REQ-7.9-09:** The TSP's systems shall be monitored including the monitoring or regular review of audit logs to identify evidence of malicious activity implementing automatic mechanisms to process the audit logs and alert personnel of possible critical security events.
- **REQ-7.9-10:** The TSP shall address any critical vulnerability not previously addressed by the TSP, within a period of 48 hours after its discovery.
- **REO-7.9-11:** For any vulnerability, given the potential impact, the TSP shall [CHOICE]:
 - create and implement a plan to mitigate the vulnerability; or
 - document the factual basis for the TSP's determination that the vulnerability does not require remediation.

EXAMPLE: The TSP can determine that the vulnerability does not require remediation when the cost of the potential impact does not warrant the cost of mitigation.

NOTE 4: Further recommendations are given in the CA/Browser Forum network security guide [i.7] item 4 f).

- **REQ-7.9-12:** Incident reporting and response procedures shall be employed in such a way that damage from security incidents and malfunctions are minimized.
- **REQ-7.9-13:** The TSP shall keep itself informed about technical vulnerabilities of all information systems it uses.
- REQ-7.9-14: The TSP shall evaluate the TSP's exposure to such vulnerabilities and take appropriate
 measures.

NOTE 5: See clause 8.8 of ISO/IEC 27002:2022 [i.15] for guidance.

7.10 Collection of evidence

REQ-7.10-01: The TSP shall record and keep accessible for an appropriate period of time, including after the activities of the TSP have ceased, all relevant information concerning data issued and received by the TSP, in particular, for the purpose of providing evidence in legal proceedings and for the purpose of ensuring continuity of the service.

NOTE 1: See requirement REQ-7.13-05.

NOTE 2: See clauses 5.28 and 8.15 of ISO/IEC 27002:2022 [i.15] for guidance.

In particular:

- REQ-7.10-02: The confidentiality and integrity of current and archived records concerning operation of services shall be maintained.
- **REQ-7.10-03:** Records concerning the operation of services shall be completely and confidentially archived in accordance with disclosed business practices.
- **REQ-7.10-04:** Records concerning the operation of services shall be made available if required for the purposes of providing evidence of the correct operation of the services for the purpose of legal proceedings.
- **REQ-7.10-05:** The precise time of significant TSP's environmental, key management and clock synchronization events shall be recorded.
- **REQ-7.10-06:** The time used to record events as required in the audit log shall be synchronized with UTC at least once a day.
- **REQ-7.10-07:** Records concerning services shall be held for a period of time as appropriate for providing necessary legal evidence and as notified in the TSP's terms and conditions (see clause 6.3).
- **REQ-7.10-08:** The events shall be logged in a way that they cannot be easily deleted or destroyed (except if reliably transferred to long-term media) within the period of time that they are required to be held.

EXAMPLE: This can be achieved, for example, through the use of write-only media, a record of each removable media used and the use of off-site backup or by parallel storage of the information at several (e.g. 2 or 3) independent sites.

7.11 Business continuity management

REQ-7.11-01: The TSP shall define and maintain a continuity plan to enact in case of a disaster.

REQ-7.11-02: In the event of a disaster, including compromise of a private signing key or compromise of some other credential of the TSP, operations shall be restored within the delay established in the continuity plan, having addressed any cause for the disaster which may recur (e.g. a security vulnerability) with appropriate remediation measures.

NOTE 1: See clauses 8.13, 5.29, 5.29, and 5.30 of ISO/IEC 27002:2022[i.15] for guidance in the event of a disaster.

NOTE 2: Other disaster situations include failure of critical components of a TSP's trustworthy system, including hardware and software.

7.12 TSP termination and termination plans

REQ-7.12-01: Potential disruptions to subscribers and relying parties shall be minimized as a result of the cessation of the TSP's services, and in particular continued maintenance of information required to verify the correctness of trust services shall be provided.

In particular:

• **REQ-7.12-02:** The TSP shall have an up-to-date termination plan.

Before the TSP terminates its services at least the following procedures apply:

- **REQ-7.12-03:** Before the TSP terminates its services, the TSP shall inform the following of the termination: all subscribers and other entities with which the TSP has agreements or other form of established relations, among which relying parties, TSPs and relevant authorities such as supervisory bodies.
- **REQ-7.12-04:** Before the TSP terminates its services, the TSP shall make the information of the termination available to other relying parties.
- **REQ-7.12-05:** Before the TSP terminates its services, the TSP shall terminate authorization of all subcontractors to act on behalf of the TSP in carrying out any functions relating to the process of issuing trust service tokens.
- **REQ-7.12-06:** Before the TSP terminates its services, the TSP shall transfer obligations to a reliable party for maintaining all information necessary to provide evidence of the operation of the TSP for a reasonable period, unless it can be demonstrated that the TSP does not hold any such information.
- **REQ-7.12-07:** Before the TSP terminates its services, the TSP's private keys, including backup copies, shall be destroyed, or withdrawn from use, in a manner such that the private keys cannot be retrieved.
- **REQ-7.12-08:** Before the TSP terminates its services, where possible TSP should make arrangements to transfer provision of trust services for its existing customers to another TSP.
- **REQ-7.12-09:** The TSP shall have an arrangement to cover the costs to fulfil these minimum requirements in case the TSP becomes bankrupt or for other reasons is unable to cover the costs by itself, as far as possible within the constraints of applicable legislation regarding bankruptcy.
- **REQ-7.12-10:** The TSP shall state in its practices the provisions made for termination of service. This shall include:
 - a) notification of affected entities; and
 - b) where applicable, transferring the TSP's obligations to other parties.
- **REQ-7.12-11:** The TSP shall maintain or transfer to a reliable party its obligations to make available its public key or its trust service tokens to relying parties for a reasonable period.

7.13 Compliance

REQ-7.13-01: The TSP shall ensure that it operates in a legal and trustworthy manner.

In particular:

- **REQ-7.13-02:** The TSP shall provide evidence on how it meets the applicable legal requirements.
- **REQ-7.13-03:** Trust services provided and end user products used in the provision of those services shall be made accessible for persons with disabilities, where feasible.
- REQ-7.13-04: Applicable standards on accessibility such as ETSI EN 301 549 [i.10] should be taken into account.
- **REQ-7.13-05:** Appropriate technical and organizational measures shall be taken against unauthorized or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data.
- NOTE 1: TSPs operating in Europe are required to ensure that personal data is processed in accordance with Regulation (EU) 2016/679 [i.12]. In this respect, authentication for a service online concerns processing of only those identification data which are adequate, relevant and not excessive to grant access to that service online.
- NOTE 2: See ISO/IEC 27701:2019 [i.14] for requirements and guidance on the extension to 27002 for privacy information management.
- NOTE 3: See clauses 5.31, 5.32, 5.33, 5.34, and 5.35 of ISO/IEC 27002:2022 [i.15] for guidance.

7.14 Supply chain

REQ-7.14-01: (Former REQ-6.3-05): The TSP shall retain overall responsibility for conformance with the procedures prescribed in its information security policy, even when the TSP's functionality is undertaken by outsourcers.

REQ-7.14-02: (Former REQ-6.3-06): The TSP shall define the outsourcers' liability and ensure that outsourcers are bound to implement any controls required by the TSP.

REQ-7.14-03: The TSP shall define, document and implement processes and procedures to manage the information security risks associated with the use of supplier's products or services.

REQ-7.14-04: The TSP shall identify and implement processes and procedures to address security risks associated with the use of products and services provided by suppliers.

In particular:

- **REQ-7.14-05:** These processes and procedures shall include:
- a) those to be implemented by the TSP,
- b) those the TSP requires the supplier to implement for the commencement of use of a supplier's products or services, and
- c) those the TSP requires the supplier to implement for the termination of use of a supplier's products and services
- NOTE 1; This applies to TSP's use of resources of cloud service providers.
- NOTE 2: See clause 5.19 of ISO/IEC 27002:2022 [i.15] for guidance on information security in supplier relationships.
- **REQ-7.14-06:** (Former REQ-7.1.1-07): The TSP shall have a documented agreement and contractual relationship in place where the provisioning of services involves subcontracting, outsourcing or other third party arrangements to ensure that there is clear understanding between the TSP and the supplier regarding both parties' obligations to fulfil relevant information security requirements.
- **REQ-7.14-07:** (Former REQ-7.1.1-08) [CONDITIONAL]: When the TSP makes use of other parties, including trust service component providers, to provide parts of its service through subcontracting, outsourcing or other third party arrangements, it shall maintain overall responsibility for meeting the requirements defined in the trust service policy.
- **REQ-7.14-08:** (Former REQ-7.1.1-09) [CONDITIONAL]: When the TSP makes use of a trust service component provided by another party it shall ensure that the use of the component interface meets the requirements as specified by the trust service component provider.
- **REQ-7.14-09:** (Former REQ-7.1.1-10) [CONDITIONAL]: When the TSP makes use of a trust service component provided by another party it shall ensure that the security and functionality required by the trust service component meet the appropriate requirements of the applicable policy and practices.
- **REQ-7.14-10:** The TSP shall establish and maintain a register of agreements with external parties to track where the TSP information is managed and/or archived.
 - EXAMPLE: This can help identify where information is exchanged.
- **REQ-7.14-11:** The TSP shall regularly review, validate and update its agreements with external parties to ensure that they are still valid, fit for purpose, and include the relevant information security clauses.
 - NOTE 3: See clause 5.20 of ISO/IEC 27002:2022 [i.15] for guidance on addressing information security within supplier agreements.
- **REQ-7.14-12:** Processes and procedures should be defined and implemented to manage information security risks associated with the information and communication technologies products and services supply chain.

In particular:

• **REQ-7.14-13:** TSP shall define information security requirements to apply to ICT product or service acquisition.

- **REQ-7.14-14:** TSP shall require that ICT services suppliers propagate the TSP's security requirements throughout the supply chain if they sub-contract for parts of the ICT service provided to the TSP.
- **REQ-7.14-15:** TSP shall require that ICT products suppliers propagate appropriate security practices throughout the supply chain if these products include components purchased or acquired from other suppliers or other entities.
- **REQ-7.14-16:** TSP shall request that ICT products suppliers provide information describing the software components used in products
- **REQ-7.14-17:** TSP shall request that ICT products suppliers provide information describing the implemented security functions of their product and the configuration required for its secure operation.
- **REQ-7.14-18:** TSP shall implement a monitoring process and acceptable methods for validating ICT products and services conform to stated cybersecurity requirements
- **REQ-7.14-19:** TSP shall implement a process for identifying and documenting product or service components that are critical for maintaining functionality.
- **REQ-7.14-20:** TSP shall obtain assurance that critical components and their origin can be traced throughout the supply chain;
- **REQ-7.14-21:** TSP shall obtain assurance that the delivered ICT products are functioning as expected without any unexpected or unwanted features;
- **REQ-7.14-22:** TSP shall implement processes to ensure that components from suppliers are genuine and unaltered from their specification
- **REQ-7.14-23:** TSP shall define rules for sharing of information regarding the supply chain and any potential issues and compromises among the TSP and its suppliers;
- **REQ-7.14-24:** TSP shall implement specific processes for managing ICT component life cycle and availability and associated security risks.
- NOTE 4: See clause 5.21 of ISO/IEC 27002:2022 [i.15] for guidance on managing information security in the ICT supply chain.

REQ-7.14-25: TSP shall regularly monitor, review, evaluate and manage change in supplier information security practices and service delivery.

NOTE 5: See clause 5.22 of ISO/IEC 27002:2022 [i.15] for guidance on Monitoring, review and change management of supplier services.

REQ-7.14-26: The TSP shall define, implement and communicate to all relevant interested parties topic-specific policies on the use of cloud services and on how the TSP intends to manage information security risks associated with them.

- NOTE 6: See clause 5.23 of ISO/IEC 27002:2022 [i.15] for guidance on Information security for use of cloud services.
- NOTE 7: The use of cloud services involves, as per contract, shared responsibility for information security and collaborative effort between the cloud service provider and the TSP acting as the cloud service provider customer. It is essential that the responsibilities for both the cloud service provider and the organization, acting as the cloud service customer, are defined and implemented appropriately.

Annex A (informative): Bibliography

Void.

Annex A (informative): Change history

Date	Version	Information about changes
February 2016	2.1.1	Publication.
June 2017	2.2.0	All requirements numbered as per clause 3.3. REQ-7.1.1-04: "national law" replaced with "applicable law". Clause 7.8: several requirement rephrased to use active verbal form, with no technical change. REQ-7.9-1: reformulated. REQ-7.12-10: "where applicable" added before "transferring the TSP obligations to other parties". REQ-7.13-03: "where feasible" added at the end of the sentence. Clause 7.13: note updated to include Regulation (EU) 2016/679. REQ-7.9-11: the text "the TSP can determine that the vulnerability does not require remediation when the cost of the potential impact does not warrant the cost of mitigation" is turned into a note.
January 2018	2.2.1	Following ENAP public enquiry, the following changes were made: Deletion of REQ-6.1-03 that was replicated. Deletion of REQ-6.2-02 g) that was replicated. Addition of REQ-6.3-10 to document the maximum interval between two checks. Correction of requirement numbering in clause 7.8 (REQ-7.8-04 was used twice).
September 2020	2.2.2	CR#1 Trust service policy definition and use in 6.1-03. CR#2 Policy for separate components provided by third parties in clause 7.1.1. CR#3 Deviation between the note 2 in OVR 5.2-05 in 319 411-1 and REQ-6.1-05 - REQ-6.1-03 in ETSI EN 319 401. CR#4 Editorial cleaning on Void items. CR#5 Explain "notify notice of changes" in REQ-6.1-09. CR#6 REQ-7.2-08 duplicates REQ-7.2-16. CR#7 Redundant requirement REQ-7.2-09 covered by REQ-7.2-16. CR#8 Use of least privilege in 7.2.16. CR#9 Move requirements in clauses 7.4 & 7.7 to 7.8. CR#10 REQ-7.8-11 overcautious. CR#11 Time period in REQ-7.8-13. CR#12 Time period in REQ-7.8-14. CR#13 General correct use of term TSP or Trust service component provider. CR#14 REQ-7.13-05 reference ISO/IEC 27701:2019 for guidance.
April 2023		Updates to take into account NIS2 regulation Updates to take into account revision to ISO/IEC 27002:2022

History

Document history							
V1.1.1	January 2013	Publication					
V2.0.1 July 2015 Publication as ETSI TS 119 401 (withdrawn)							
V2.1.1	February 2016	Publication					
V2.2.1	April 2018	Publication					
V2.3.0	February 2021	EN Approval Procedure	AP 20210512:	2021-02-11 to 2021-05-12			
V2.3.1	May 2021	Publication					