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TESTING

EXCENTIS

**Procedures for authorisation for a
Euro-PacketCable manufacturer certificate authority
and for obtaining Euro-PacketCable
Root Key signed manufacturer certificates**

--- Project Reference ---

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Procedures for authorisation for a Euro-PacketCable manufacturer certificate authority and for obtaining Euro-PacketCable Root Key signed manufacturer certificates

1 Scope

This document describes the procedures to get an authorisation to become a Euro-PacketCable manufacturer certificate authority (MCA) and to obtain manufacturer certificates signed by the Euro-PacketCable root key. The Euro-PacketCable key signing ceremony is delivered by Symantec (previously VeriSign). Excentis has made a secured agreement with Symantec on the delivery of the root CA services.

The validity period of the Euro-PacketCable manufacturer certificate is 20 years.

2 Steps to the procedure to obtain a signed manufacturer certificate by the Root key

The following steps must be fulfilled:

1. To approve the request to become an Authorised Organisation, Excentis must receive a completed “Euro-PacketCable Root Key Signed Manufacturer Certificates Information Form” and a signed “Euro-PacketCable Manufacturer Digital Certificate Authorisation Agreement” via facsimile with follow-on of original documents by tracked delivery service. All faxed documents must contain the delivery tracking number. Excentis charges an administrative and handling fee of 1250 Euro for the service, therefore Excentis must also receive a valid purchase order for the amount of 1250 Euro. The ordered item on the purchase order has to: EuroPacketCable Digital Certificate Authorisation Handling.

The fax number of Excentis is: +32 9 329 31 74

The address of Excentis is: Excentis, Gildestraat 8, B-9000 Gent, Belgium

All documents must be sent to Luc Martens, CEO of Excentis, at AuthRootCA@excentis.com

The word-version of the “Euro-PacketCable Root Key Signed Manufacturer Certificates Information Form” and the “Euro-PacketCable Manufacturer Digital Certificate Authorisation Agreement” can be found on the EuroPacketCable section of the website of Excentis (www.excentis.com).

2. Excentis will send an invoice of 1250 Euro, this invoice must be paid within 2 weeks.



- 3. The two approved authorisation officers Luc Martens (CEO, Excentis) and Wim De Ketelaere (CTO, Excentis) will approve or disapprove the submission within **three calendar days** of receipt and notify the organisation that applies for authorisation.
Excentis will notify the Symantec Key Generation facility of its approval to receive a Euro-PacketCable MCA signed certificate.
- 4. Once approved, the company must sign an agreement with Symantec, the Euro-PacketCable root CA provider. For the coordinates of the appropriate contact point at Symantec please contact AuthRootCA@excentis.com.

