



# Certum

by **ASSECO**

## Terms of use for non-qualified certificates

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## §1. Definitions

1. **Applicant** – a natural person or legal entity that applies on behalf of the Subscriber for (or applies for renewal of) a certificate.
2. **Baseline Requirements for the Issuance and Management of Publicly-Trusted Certificates** – document created by the CA/Browser forum and published at <http://www.cabforum.org>. The Guidelines describe certain of the minimum requirements that Certification Authority (CA) must meet in order to issue publicly trusted SSL/TLS certificates.
3. **Certum** – Asseco Data Systems SA's (referred to as ADS) service unit providing non-qualified and qualified certification services. Qualified certification services are provided in accordance with Ustawa z dnia 5 września 2016 r. o usługach zaufania oraz identyfikacji elektronicznej (Dz.U. 2016 poz. 1579). Non-qualified certification services are provided in accordance with requirements of the AICPA/CICA WebTrust Program for Certification Authorities and Principles and Criteria for Certification Authorities - Extended Validation Audit Criteria.
4. **Certificate** – an electronic attestation signed by Certification Authority which contains at least a name or an identifier of Certification Authority, identifier of Subscriber, his/her/its public key and validity period.
5. **Certificate Request** – An electronic request from a Subscriber to the Certum requesting that the Certum issue an EV SSL certificate to the Subscriber. The Certificate Request is attached to the Subscriber Agreement and contains data included in the certificate.
6. **Certification Policy** – document which specifies general rules applied by certification authority in public key certification process, defines parties, their obligations and responsibilities, types of the certificates, identity verification procedures and area of usage. Certification Policy is published by the Certum at <http://www.certum.pl>.
7. **Certification Practice Statement** – document describing in details public key certification process, its parties and defining scopes of usage of issued certificates. Certification Practice Statement is published by the Certum at <http://www.certum.pl>.
8. **Code Signing Certificates** – certificates used for protection of application's code with an electronic signature. Designed for developers to protect software against forgery.
9. **EV Code Signing Certificates** - certificates issued by Certum pursuant to the *Guidelines for the issuance and management of Extended Validation Code Signing Certificates*, used for protection of application's code with an electronic signature. Designed for developers to protect software against forgery.
10. **Guidelines for the issuance and management of extended validation certificates (“EV Guidelines”)** – document created by the CA/Browser forum and published at <http://www.cabforum.org>. The EV Guidelines describe certain of the minimum requirements that a Certificate Authorities must meet in order to issue EV SSL certificates.
11. **Guidelines for the issuance and Management of Extended Validation Code Signing Certificates (“EV Code Signing Guidelines”)** - document created by the CA/Browser

forum and published at <http://www.cabforum.org>. The EV Code Signing Guidelines describe certain of the minimum requirements that a Certificate Authorities must meet in order to issue EV Code Signing certificates.

12. **ID Certificates** – certificates designed for electronic signing and encrypting e-mails and used in the protection of electronic documents.
13. **Premium EV SSL** – extended validation SSL certificate issues by Certum pursuant to the EV Guidelines that contains information specified in the EV Guidelines and that has been validated in accordance with the EV Guidelines.
14. **Subscriber** – an individual or an organization identified in the certificate that is the owner or has the exclusive right to use the certificate.
15. **Subscriber Representative** - a natural person to whom account on the Certum's website or account within Partner Program has been assigned and who has express authority to represent the Subscriber. Subscriber Representative is either employed by the Applicant/Subscriber or is authorized by the Applicant/Subscriber to act on their behalf. Subscriber Representative is a person who acknowledges and agrees to these Terms of Use on behalf of the Applicant/Subscriber.

## **§2. Applicability**

These Terms of Use covers all non-qualified certificates issued by Certum to Subscribers and certification services related to these certificates.

## **§3. Restrictions on use of the service**

Certum does not issue certificates to persons under 18 years of age.

## **§4. Restrictions on use of the service**

### **4. 1 Certificate Request**

Applicant or Subscriber Representative may request certificates from Certum by submitting the request electronically through applicant's account on the Certum's website at [www.certum.pl](http://www.certum.pl) and through dedicated account within Partner Program. Applicant or Subscriber Representative may request certificates only for Distinguished Name (especially CommonName and AlternativeSubjectName extensions) registered to Subscriber or, if the Subscriber expressly authorizes Applicant/Subscriber Representative to manage Distinguished Name included in the certificate. All certificate request data is incorporated into this document as part of these Terms of Use.

## 4.2 Verification

After receiving a Certificate Request, Certum reviews and verify the request in accordance with the Certification Practice Statement of Certum's Non-qualified Certification Services and any applicable industry guidelines (such as the *Baseline Requirements for the Issuance and Management of Publicly-Trusted Certificates*, *Guidelines for the Issuance and Management of Extended Validation Certificates* oraz *Baseline Requirements for the Issuance and Management of Publicly-Trusted Code Signing Certificates*).

## 4.3 Acceptance

The Applicant shall authorize the individual to whom the account on the Certum's website or the account within Partner Program has been assigned to apply for a non-qualified certificate on behalf of the Subscriber including the right to accept a certificate.

## 4.4 Certificate issuance

In case of successful verification of the Certificate Request, Certum will issue a certificate and immediately inform the Subscriber.

## 4.5 Certificate Revocation and Suspension

Subscribers can revoke the certificate on their own at any time during the certificate validity period using the functionality of online accounts or requesting to Certum that may revoke the subscriber certificate upon the occurrence of any of the following events as described in the Certificate Practice Statement:

- on each request of the Subscriber indicated in the certificate,
- the Subscriber indicates that the original Certificate Request was not authorized,
- the Subscriber reports certificate inauthenticity,
- Certum obtains reasonable evidence that the Subscriber's Private Key (corresponding to the Public Key in the certificate) has been compromised or the certificate has been misused,
- Certum receives notice or otherwise becomes aware that a Subscriber has violated one or
- more of its material obligations under the Terms of Use,
- Certum receives notice or otherwise becomes aware that a court or arbitrator has revoked a Subscriber's right to use the domain name or other distinguished name listed in the certificate,
- Certum receives notice or otherwise becomes aware of a material change in the information contained in the certificate,
- Certum determines that any of the information appearing in the certificate is not accurate,
- Certum receives notice or otherwise becomes aware that the Subscriber has been added as a denied party or prohibited person to a blacklist, or is operating from a prohibited destination under the laws of Certum's jurisdiction of operation,

- Certum ceases operations for any reason and has not arranged for another Certification Authority to provide revocation support for certificates,
- Certum's right to issue certificates expires or is revoked or terminated, unless Certum makes arrangements to continue maintaining the CRL/OCSP repository;
- the private key of the Certum's root certificate used for issuing subscriber certificates has been compromised or is suspected to have been compromised.

#### **4.6 Suspension of the certificate**

Certum does not support suspension.

## **§5. Obligations**

### **5.1 ADS Obligations**

As part of the Terms of Use ADS undertakes to:

- issue certificates on the basis of the Certificate Request and in accordance with the *Baseline Requirements for the Issuance and Management of Publicly-Trusted Certificates*, *Guidelines for the Issuance and Management of Extended Validation Certificates* oraz *Baseline Requirements for the Issuance and Management of Publicly-Trusted Code Signing Certificates* requirements available at <http://www.cabforum.org> within 7 days of submitting the Certificate Request but not earlier than after receipt of all necessary Subscriber's documents and payment,
- verify that all of information received by Certum from the Subscriber is accurate at all times,
- provide certification services in accordance with the conditions set out in the Certification Practice Statement, the Certification Policy, the Baseline Requirements for the Issuance and Management of Publicly-Trusted Certificates the EV Guidelines and the EV Code Signing Guidelines, this concerns in particular:
  - revoking the certificate as described in the Certificate Practice Statement;
  - publishing revoked certificate on the Certificate Revocation List according to disclosed CRL publishing periods (at least every seven days);
  - providing reasonable steps to maintain a continuous 24x7 ability to revoke certificates upon subscriber's request.
- publish certificates in the Certum repository,
- notify subscribers (at least 14 days in advance) about forthcoming certificate validity period expiration.

### **5.2 Subscriber Obligations**

As part of the Terms of Use the Subscriber undertakes to:

- provide true and correct data regarding the subject of the certificate over the certificate validity period
- protect private key - controlling the use of private key corresponding to the public key placed in the certificate and to protect any information related thereto,
- install certificate only on the server supporting a domain name listed in the certificate,

- use the certificate in accordance with the law in force in the Republic of Poland and use certificate only by an authorized entity,
- immediately stop using the certificate or the private key corresponding to the public key placed in the certificate and to promptly request Certum to revoke the certificate in the event that:
  - any of the information appearing in the certificate is not true or not accurate;
  - the certificate is suspected to have been misused;
  - the private key has been compromised.
- immediately stop using certificate or private key corresponding to the public key placed in the certificate at the expiration or revocation time of the certificate.

## §6. Subscriber Statement

The Subscriber declares that:

- he/she thoroughly familiarized with and accepted these Terms of Use, the Certification Policy of Certum's Non-Qualified Certification Services and the Practice Statement of Certum's Non-Qualified Certification Services,
- any information provided by the Subscriber regarding the Certificate Request is correct and true and has been given voluntarily and Asseco Data Systems S.A. established in Gdańsk, Jana z Kolna 11 will be the administrator of this data,
- bears liability for the damages that are a consequence of falsifying of data and inappropriate usage of the issued certificate,
- certificate might be published in the Certum repository.

## §7. ADS Guarantees

ADS guarantees, that:

- its activity and services covered by these Terms of Use are provided with adequate care and in accordance with provisions of these Terms of Use, the *Certification Practice Statement*, the *Baseline Requirements for the Issuance and Management of Publicly-Trusted Certificates*, *Guidelines for the Issuance and Management of Extended Validation Certificates* oraz *Baseline Requirements for the Issuance and Management of Publicly-Trusted Code Signing Certificates*.
- the warranty period for certification services rendered by ADS is equal to the validity period of the certificate.
- in the case of termination or cessation of certification services, Certum – in accordance with the *Certification Practice Statement* – pays compensations of issuance fees to the subscriber proportionally to remaining validity period of the certificate.
- Certum financial warranty, in relation to the transactions covered by the guarantee, is limited to amounts described in the *Certification Practice Statement*.

## §8. Stipulations

ADS reserves that:

- does not take any responsibility for the actions of other third parties using the certificate, except for damages which are the fault of ADS,
- certificates issued by Certum may be used only in accordance with the principles of the law, only by an authorized entity and in accordance with these Terms of Use,
- does not bear responsibility for the consequences of the actions of Subscriber and third parties, particularly for:
- damages arising from the incorrect installation and usage of the certificate and damages due to the quality of equipment used by the Subscriber and third parties;
- the damages arising from inappropriate usage of issued certificates or inappropriate security of the private key by the Subscriber and third parties.
- does not bear responsibility for unforeseen events beyond its reasonable control and occurring without its fault or negligence (force majeure).

## §9. Contact informations

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<b>Document modification history</b>		
23.05.2018	1.0	Publishing the document in the Certum repository
29.09.2021	1.1	Change of the company's address, change of time to issue the certificate, update of the nomenclature of CA / B Forum documents