



Ministry of Transport

**NATIONAL POLICY
OF THE REPUBLIC OF BULGARIA
ON
DIGITAL TACHOGRAPH SYSTEM**



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1. Introduction

This document is the **Bulgarian** National Certification Authority policy for the Digital Tachograph System. This National Certification Authority Policy (**NCA policy**) is in accordance with:

- COUNCIL REGULATION (EC) No 2135/98 of 24 September 1998 amending Regulation (EEC) No 3821/85 on recording equipment in road transport and Directive 88/599/EEC concerning the application of Regulations (EEC) No 3820/84 and (EEC) No 3821/85
- Commission Regulation (EC) No 1360/2002 of 13 June 2002 adapting for the seventh time to technical progress Council Regulation (EEC) No 3821/85 on recording equipment in road transport
- the "Guideline and Template National Certification Authority policy" – Version 1.0
- the "Common Security Guidelines" – Version 1.0
- Digital Tachograph System European Root Policy, Version 2.0; European Commission Special Publication I.04.131; published at <http://dte.jrc.it>

1.1 Responsible organization

Responsible for this NCA policy is the **Ministry of Transport of the Republic of Bulgaria (MT)** as Member State Authority (**MSA**), further referred to as **BG-A**¹.

The appointed Card Issuing Authority (**CIA**) is the **Executive Agency “Road Transport Administration” (EARTA)** of the Ministry of Transport, further referred to as **BG-CIA**².

The appointed Certification Authority (**CA**) is the **Executive Agency “Road Transport Administration” (EARTA)** of the Ministry of Transport, further referred to as **BG-CA**³.

The appointed Card Personalizing organization (**CP**) is the **Executive Agency “Road Transport Administration” (EARTA)** of the Ministry of Transport, further referred to as **BG-CP**⁴.

The **Executive Agency “Road Transport Administration” (EARTA)** of the Ministry of Transport may subcontract parts of its processes as BG-CA or BG-CP to subcontractors, called Service Agencies. The use of Service Agencies in no way diminishes its overall responsibilities as BG-CA and BG-CP.

The appointed service agency for BG-CA and BG-CP is:

Trúb AG
117, Tzarigradsko shose” Bld.
Floor 6
Sofia, 1784
Bulgaria

¹ **BG-A** - Bulgarian Authority

² **BG-CIA** - Bulgarian Card Issuing Authority

³ **BG-CA** - Bulgarian Certification Authority

⁴ **BG-CP** - Bulgarian Card Personalizing organization



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1.2 Approval

This NCA policy is approved for the European Commission by the Digital Tachograph Root Certification Authority at 15 July 2007.

Digital Tachograph Root Certification Authority
Traceability and Vulnerability Assessment Unit
European Commission
Joint Research Centre, Ispra Establishment (TP.360)
Via E. Fermi, 1
I-21020 Ispra (VA)

1.3 Availability and contact details

The NCA policy is publicly available at <http://www.mt.government.bg> .
Questions concerning this NCA policy should be addressed to:

Executive Agency Road Transport Administration – EARTA
5, Gourko Str.
Sofia 1000
Bulgaria

2. Scope and applicability

The NCA policy is valid for the Tachograph system only.

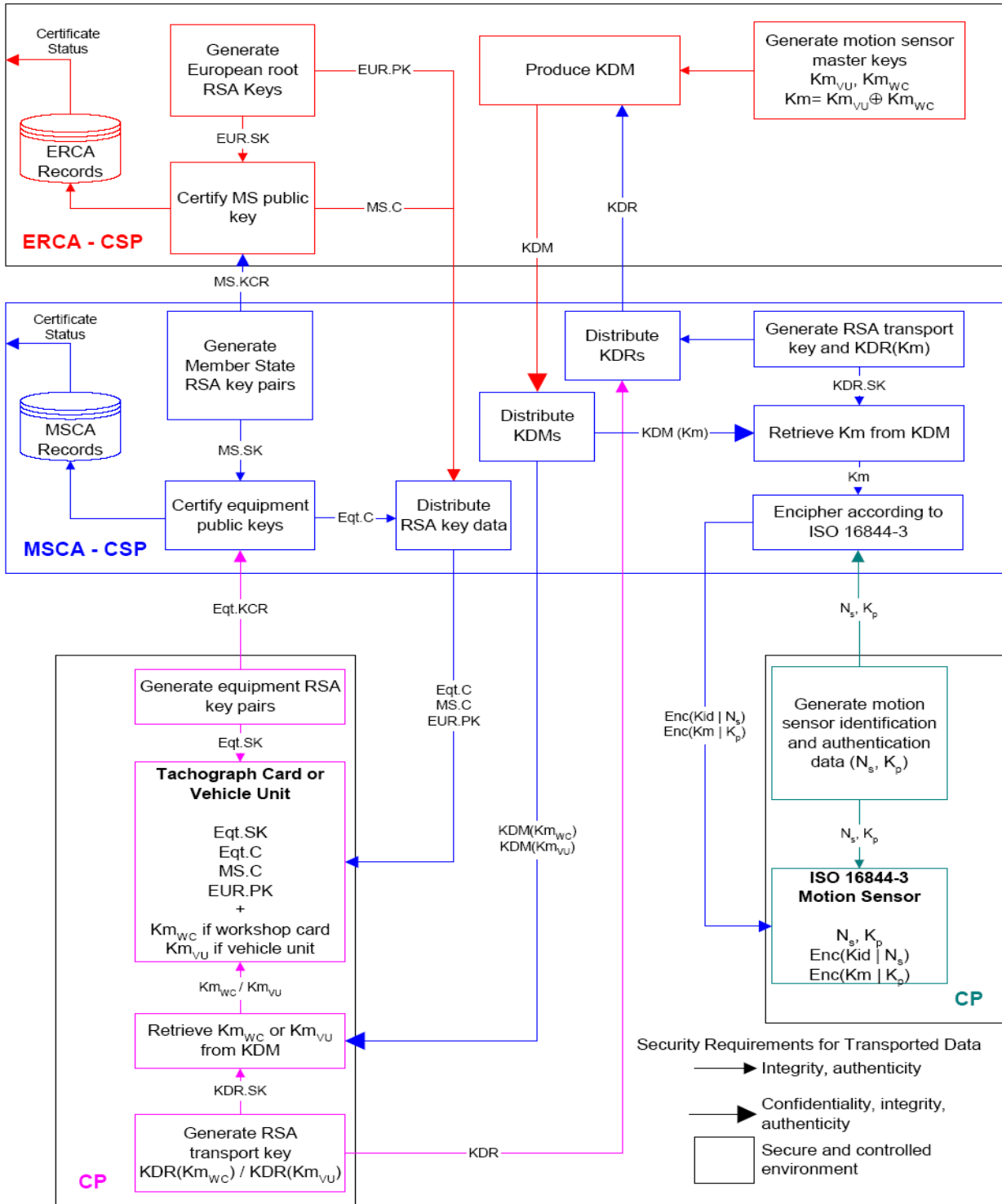
The keys and certificates issued by the BG-CA are only for use within the Tachograph system.

The cards issued by the system are only for use within the Tachograph system.

The scope of the NCA policy within the Tachograph system is shown in the figure below.



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3. General provisions

This section contains provisions relating to the respective obligations of BG-A, BG-CIA, BG-CA, BG-CP, Service Agencies and users, and other issues pertaining to law and dispute resolution.

3.1 Obligations

This section contains provisions relating to the respective obligations of:

- BG-A and BG-CIA
- BG-CA and Service Agency (if any)
- BG-CP and Service Agency (if any)
- Users (Cardholders, VU manufacturers and Motion Sensor manufacturers)

3.1.1 BG-A and BG-CIA obligations

With regard to this NCA policy, the BG-A and BG-CIA have the following obligations.

The BG-A shall:

- a) Maintain the NCA policy
- b) Appoint BG-CA and BG-CP
- c) Audit the appointed BG-CA and BG-CP including Service Agencies
- d) Approve the BG-CA/BG-CP PS
- e) inform the appointed parties about this policy
- f) let this policy be approved by the **Commission**

The BG-CIA shall:

- a) Ensure that correct and relevant user information from the application process is input to the BG-CA and BG-CP
- b) inform the **users** of the requirements in this policy connected to the use of the system, i.e the Cardholders, the VU manufacturers and the Motion Sensor manufacturers

3.1.2 BG-CA obligations

The appointed BG-CA shall:

- a) Follow this NCA policy
- b) Publish a BG-CA Practice Statement (BG-CA PS) that includes reference to this NCA policy, to be approved by the BG-A
- c) Maintain sufficient organizational and financial resources to operate in conformity with the requirements laid down in this NCA policy, in particular to bear the risk of liability damages

The BG-CA shall ensure that all requirements on BG-CA, as detailed in this policy, are implemented.

The BG-CA has the responsibility for conformance with the procedures prescribed in this policy, even when the BG-CA functionality is undertaken by subcontractors, Service Agencies. The BG-CA is responsible for ensuring that any Service Agency provides all its services consistent with its Practice Statement (PS) and the NCA policy.



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3.1.3 BG-CP obligations

The appointed BG-CP (card personalization organization) has to:

- a) Follow this NCA policy
- b) Publish a BG-CP Practice Statement (BG-CP PS) that includes reference to this NCA policy, to be approved by the BG-A
- c) Maintain sufficient organizational and financial resources to operate in conformity with the requirements laid down in this NCA policy, in particular to bear the risk of liability damages

The BG-CP shall ensure that all requirements on it, as detailed in this policy, are implemented.

The BG-CP has the responsibility for conformance with the procedures prescribed in this policy, even when the BG-CP functionality is undertaken by subcontractors, Service Agencies.

3.1.4 Service Agency obligations

Service Agencies (if applicable) have obligations towards the BG-CA or BG-CP and the users according to contractual agreements.

3.1.5 Cardholder obligations

The BG-CIA shall oblige, through agreement (see 5.1.2), the user (or user's organization) to fulfill the following obligations:

- a) accurate and complete information is submitted to the BG-CIA in accordance with the requirements of this policy, particularly with regards to registration;
- b) the keys and certificate are only used in the Tachograph system;
- c) the card is only used in the Tachograph system;
- d) reasonable care is exercised to avoid unauthorized use of the equipment private key and card;
- e) the user may only use his own keys, certificate and card (Regulation14.4.a);
- f) a user may have only one valid driver card (Regulation14.4.a);
- g) a user may only under very special, and duly justified, circumstances have both a workshop card and a hauling company card (Annex 1B VI:1), or both a workshop card and a driver card, or several workshop cards
- h) the user shall not use a damaged or expired card (Regulation14.4.a);
- i) the user shall notify the BG-CIA without any reasonable delay if any of the following occur up to the end of the validity period indicated in the certificate:
 - the equipment private key or card has been lost, stolen or potentially compromised (Regulation15.1); or
 - the certificate content is, or becomes, inaccurate.



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3.1.6 VU manufacturers' obligations (role as personalization organization)

Not applicable in Bulgaria for the time being or in the foreseeable future.

3.1.7 Motion Sensor manufacturers' obligations (role as personalization organization)

Not applicable in Bulgaria for the time being or in the foreseeable future.

3.2 Liability

The BG-CA and BG-CP do not carry liability towards end users, only towards the BG-A and BG-CIA. Any liability issues towards end users are the responsibility of the BG-A/BG-CIA.

Tachograph cards, keys and certificates are only for use within the Tachograph system, any other certificates present on Tachograph cards are in violation of this policy, and hence neither the BG-A, the BG-CIA, the BG-CA nor the BG-CP carries any liability in respect to any such.

3.2.1 BG-A and BG-CIA liability towards users and relying parties

The BG-A and BG-CIA are liable for damages resulting from failures to fulfill their obligations only if they have acted negligently. If the BG-A or BG-CIA has acted according to this NCA policy, and any other governing document, it shall not be considered to have been negligent.

3.2.2 BG-CA and BG-CP liability towards the BG-A and BG-CIA

The BG-CP and BG-CA are liable for damages resulting from failures to fulfill these obligations only if they have acted negligently. If the organization has acted according to this NCA policy and the corresponding PS or any other governing document, it shall not be considered to have been negligent.

3.3 Interpretation and enforcement

3.3.1 Governing law

All matters related to the implementation and enforcement on the Digital Tachograph System in Bulgaria will be resolved according to the Bulgarian national legislation in force.

3.4 Confidentiality

Confidentiality is restricted according to the provisions of the Law on personal data protection (01.01.2002).



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3.4.1 Types of information to be kept confidential

Any personal or corporate information held by the BG-CA, the BG-CP or Service Agencies that is not appearing on issued cards or certificates is considered confidential, and shall not be released without the prior consent of the user, nor (where applicable) without prior consent of the user's employer or representative, unless required otherwise by law.

All private and secret keys used and handled within the BG-CA/BG-CP operation under this NCA policy are to be kept confidential.

Audit logs and records shall not be made available as a whole, except as required by law.

3.4.2 Types of information not considered confidential

Certificates are not considered confidential.

Identification information or other personal or corporate information appearing on cards and in certificates is not considered confidential, unless statutes or special agreements so dictate.

4. Practice Statement (PS)

The BG-CA and BG-CP shall have statements of the practices and procedures used to address all the requirements identified in the NCA policy, Practice Statements (PS). The BG-A shall approve the PS. In particular:

- a) The PS shall identify the obligations of all external organizations supporting the BG-CA and BG-CP services including the applicable policies and practices.
- b) The Practice statement shall be made available to the BG-A, to users of the Tachograph system, and to relying parties (e.g. control bodies). However, the BG-CA/BG-CP is not generally required to make all the details of its practices public and available for the users.
- c) The management of the BG-CA/BG-CP has responsibility for ensuring that the PS is properly implemented
- d) The BG-CA/BG-CP shall define a review process for the PS.
- e) The BG-CA/BG-CP shall give due notice of changes it intends to make in its PS and shall, following approval, make the revised PS immediately available. Minor revisions may be released without BG-A approval.

5. Equipment management

The equipment in the Tachograph system is defined as:

- Tachograph cards
- Vehicle units
- Motion Sensors

The equipment is handled and managed by several roles:

- BG-CIA (registration, renewal, etc.)
- BG-CA (certificates, keys)
- BG-CP (visual and electronic personalization, distribution, deactivation)
- VU manufacturers and Motion Sensor manufacturers

The following functions are carried out by the BG-A:

- Quality control (type approval)

The following functions are carried out by the BG-CIA:



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- Applications for cards
- Application approval registration
- Equipment registration and data storage (DB)

The following functions are carried out by the BG-CA and BG-CP:

- Quality control (sample tests)
- Key insertion
- Personalization of cards
- Distribution

The functions carried out by the VU manufacturers are out of the scope of this Policy.

The functions carried out by Motion Sensor manufacturers are out of the scope of this Policy.

5.1 Tachograph cards

5.1.1 Quality control – BG-CA/BG-CP function

The BG-CA/BG-CP shall ensure that only type approved cards according to the Regulation are personalized in the Tachograph system. See also 5.1.7.5

5.1.2 Application for card – handled by the BG-CIA

The BG-CIA shall inform the user of the terms and conditions regarding use of the card. This information shall be available in a readily understandable language.

[Practice] It is recommended that the information is available in at least both the national language(s) of the member state and in English.

The user shall, by applying for a card, and accepting delivery of the card, accept the terms and conditions.

5.1.2.1 User application

Applicants for a Tachograph card shall deliver an application in a form to be determined by the BG-A or BG-CIA. As a minimum, the application shall include the data needed to ensure the correct identification of the user.

The following information is required for issuing a card. Unless gathered from other sources, it should be included in the application:

- Full name
- Date and place of birth
- Place of residence
- Personal ID Number
- Postal address
- Photo (unless a valid filed photo is used) (Optional except for driver cards)
-

Driver card specification:

- Driving license number

Workshop card specification:



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Workshop cards shall be issued only to physical persons associated with legal persons, and who can provide the following evidence:

- full name (including surname and given names) of the user;
- date and place of birth, reference to a nationally recognized identity document, or other attributes of the user which may be used to, as far as possible, distinguish the person from others with the same name;
- full name and legal status of the associated legal person or other organizational entity;

Control card specification:

Control cards shall be issued only to physical persons associated with legal persons, and who can provide the following evidence:

- full name (including surname and given names) of the user;
- date and place of birth, reference to a nationally recognized identity document, or other attributes of the user which may be used to, as far as possible, distinguish the person from others with the same name;
- full name and legal status of the associated legal person or other organizational entity;

Company card specification:

The company cards shall be issued to individual representatives of companies owning or holding vehicles fitted with digital Tachograph and who can provide evidence of:

- full name (including surname and given names) of the user;
- date and place of birth, reference to a nationally recognized identity document, or other attributes of the user which may be used to, as far as possible, distinguish the person from others with the same name;
- full name and legal status of the associated legal person or other organizational entity;
- any relevant existing registration information (e.g. company registration) of the associated legal person or other organizational entity;
- the user's association with the legal person or other organizational entity.

5.1.2.2 Agreement

The applicant shall, by making an application for a card and accepting delivery of the card, make an agreement with the BG-CIA, stating as a minimum the following:

- the user agrees to the terms and conditions regarding use and handling of the Tachograph card
- the user agrees to, and certifies, that from the time of card acceptance and throughout the operational period of the card, until BG-CIA is notified otherwise by the user:
 - no unauthorized person has ever had access to the user's card
 - all information given by the user to the BG-CIA relevant for the information in the card is true;
 - the card is being conscientiously used in consistence with usage restrictions for the card

5.1.2.3 BG-CIA terms of approval - Driver card specification

A Driver card shall only be issued to individuals having permanent residence in the country of application.

The BG-CIA shall ensure that the applicant does not have a valid Driver card issued in another Member State.



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The BG-CIA shall ensure that the applicant for a Driver card has a valid driving license of appropriate class.

5.1.3 Card renewal – handled by the BG-CIA

Workshop cards shall be valid for no more than **one** year from issuance

Driver cards shall be valid no more than **five** years from issuance

Company cards shall be valid no more than **five** years from issuance.

Control cards shall be valid no more than **two** years from issuance.

The BG-CIA shall establish routines to remind the user of pending expiration.

An application for renewal shall follow section 5.1.2

5.1.3.1 Driver cards

The user shall apply for a renewal card at least 15 days prior to card expiration.

If the user complies with the above rule, the BG-CIA shall issue a new driver card before the current card expires.

5.1.3.2 Workshop cards

The user shall apply for a renewal card at least 30 days prior to card expiration.

The BG-CIA shall issue a renewal card within 30 working days of receiving a complete application.

5.1.3.3 Company cards

The user shall apply for a renewal card at least 30 days prior to card expiration.

If the user complies with the above rule, the BG-CIA shall issue a new company card before the current card expires.

5.1.3.4 Control cards

The user shall apply for a renewal card at least 30 days prior to card expiration.

The BG-CIA shall issue a renewal card within 30 working days of receiving a complete application.

5.1.4 Card update or exchange – handled by the BG-CIA

A user who changes country of residence may request to have his/her driver card exchanged.

If the current card is valid, the user shall only show proof of residence in order to have the application granted.

The BG-CIA shall upon delivery of the new card take possession of the previous card and send it to the BG-A of origin.



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Card exchange due to changed country of residence shall otherwise follow the rules for new card issuing.

5.1.5 Replacement of lost, stolen, damaged and malfunctioned cards – handled by the BG-CIA

If a card has been lost or stolen, the user shall report this to the local Police and receive a copy of the report. Loss of card may be reported by the user, or by the Police upon receiving a found card. The Police shall without delay notify the issuing BG-CIA of the report.

Stolen and lost card shall be put on a blacklist available to authorities in all Member States. The blacklist will be available to other Member States as soon as the TachoNet has been completed.

Damaged and malfunctioning cards shall be delivered to the issuing BG-CIA, visually and electronically cancelled, and put on a blacklist.

If the card is lost, stolen, damaged or malfunctioning, the user shall apply for a replacement card within 7 days.

Provided the user follows the above requirements, the BG-CIA shall issue a replacement card with new keys and certificate within 30 working days from receiving a complete application.

The replacement card shall inherit the time of validity from the original card. (Regulation Annex 1B: VII). If the replaced card has less than six months remaining validity, the BG-CIA may issue a renewal card instead of a replacement card.

5.1.6 Application approval registration – handled by the BG-CIA

The BG-CIA shall register approved applications in a database. This data is made available for the BG-CA/BG-CP, which uses the information as input to the certificate generation and card personalization.

5.1.7 Card personalization – handled by the BG-CP

Cards are personalized both visually and electronically. In some cases this process will be carried out by Service Agents, this does not diminish the overall responsibility of the BG-A.

5.1.7.1 Visual personalization

Cards shall be visually personalized according to Regulation Annex 1B, section IV.

5.1.7.2 User data entry

Data shall be inserted in the card according to the structure in Regulation Annex 1B, appendix 2, rules TCS_403, TCS_408, TCS_413 and TCS_418, depending on card type.

5.1.7.3 Key entry

The private key shall be inserted in the card without ever having left the key generation environment. This environment must guarantee that no person, in any way what so ever, can get control of the generated private key without detection. See also equipment key management, 7.2.



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5.1.7.4 Certificate entry

The user certificate shall be inserted in the card before distribution to the user.

5.1.7.5 Quality Control

Documented routines shall exist to ensure that the visual information on users' cards and the electronic information in issued cards and certificates matches each other and also matches the validated owner. The routines shall be described in the personalization PS.

5.1.7.6 Cancellation (destruction) of non-distributed cards

All cards that are damaged or destroyed (or for other reasons are not finalized and distributed) during personalization shall be physically and electronically destroyed (cancelled).

All destroyed cards shall be registered on paper. The destruction shall be supervised and signed off by two persons.

5.1.8 Card registration and data storage (DB) – handled by the BG-CP and the BG-CIA

The BG-CP is responsible for keeping track of which card and card number is given to which user. This information is available on the BG-CP for duration of two months after the card has been personalized. Therefore the data shall be transferred from the BG-CP to the BG-CIA register.

5.1.9 Card distribution to the user – handled by the BG-CP or BG-CIA

- a) The personalization shall be scheduled so as to minimize the time that the personalized card require safe-keeping before delivery to the user. Storage over night requires secure safe-keeping. Documented routines shall exist for exception handling, including disturbances in the production process, failure of delivery, and loss of or damage to cards.
- b) Personalized cards shall be immediately transferred to the place where they are to be delivered or distributed to the user, i.e. a controlled area.
- c) Personalized cards shall always be kept separated from non-personalized cards.
- d) The Tachograph card shall be distributed in a manner so as to minimize the risk of loss.
- e) At the point of delivery of the card to the user, evidence of the user's identity (e.g. name) shall be checked against a physical person.
- f) The user shall present valid means of identification
- g) The reception of the card shall be acknowledged by the user's signature.

5.1.10 Authentication codes (PIN) – generated by the BG-CP

This section applies only to Workshop cards.

Workshop cards shall have a PIN code, used for authenticating the card to the Vehicle unit (Regulation Annex 1B, App 10: Tachograph cards: 4.2.2)

PIN codes shall consist of at least 4 digits (Regulation Annex 1B, App 10: Vehicle Units: 4.1.2).

5.1.10.1 PIN generation

PIN codes shall be generated in a secure system, securely transferred to workshop cards, and direct-printed to PIN-envelopes. PIN codes shall never be stored on a computer system in a manner that



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allows connection between PIN and user. The PIN generation system shall meet the requirements of ITSEC E3, CC EAL4 or equivalent security criteria.

5.1.10.2 PIN distribution

PIN codes may be distributed by regular mail.

PIN codes shall not be distributed in connection with the corresponding cards.

5.1.11 Card deactivation – handled by BG-A/BG-CIA and BG-CP

It shall be possible to permanently deactivate a card and any keys residing thereon. A decision of deactivation shall be taken by the BG-A or BG-CIA, the actual operation should be carried out by the BG-CP or a Service Agency.

Deactivation of cards shall take place in equipment suitable for the operation and it shall be verified that card functions and keys are destroyed. The card shall also be visually cancelled.

Deactivation of cards shall be registered in the BG-CIA card database and the card number shall be put on the blacklist.

5.2 Vehicle Units and Motion Sensors

Not applicable in Bulgaria for the time being or in the foreseeable future.

6. Root keys and transport keys management: European Root key, Member State keys, Motion Sensor keys, transport keys

This section contains provisions for the management of

- European Root key - the ERCA public key (EUR.PK)
- Bulgarian keys, i.e. the Bulgarian signing key pair(s) (MS.SK, MS.PK)
- the Motion Sensor keys (K_{mWC})
- the transport keys (for communication between the ERCA and the BG-CA)

The **ERCA public key** is used for verifying the Member State certificates. The ERCA secret key is not dealt with here, since it never leaves the ERCA.

The **Bulgarian keys** are the Bulgarian signing keys and may also be called Bulgarian root keys.

The **Motion Sensor keys** are the symmetric keys to be placed in the workshop card, VU and Motion Sensor for mutual recognition. The BG-CA receives the Motion Sensor keys from the ERCA, stores them and distributes them to manufacturers.

The **transport keys** are the asymmetric keys used for securely exchanging information between the ERCA and the BG-CA.

If the BG-CA has need for other cryptographic keys than the above, these shall not be considered part of the Tachograph system, and are not dealt within this policy.



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The BG-CA ensures within its domain the confidentiality and integrity of all non-public keys generated, used and/or stored with it and effectively prevents any misuse of these keys. For this purpose, it has to employ suitable technical systems, which fulfill one of the following requirements:

- FIPS 140-2 (or 140-1) level 3 or higher [FIPS],
- CEN Workshop Agreement 14176-2 [CEN],
- certification according to EAL 4 or higher in accordance with ISO 15408 [CC] to level E3 or higher [ITSEC] based on a protection profile or security instructions (“Security Targets”), which encompasses the requirements of this NCA Policy – based on a comprehensive risk analysis – as well as structural and non-technical security measures,
- security criteria, which provide an equivalent level of security.

In the same way, it has to be proved that these systems are operated in an adequately secured operating environment at the BG-CA. No copies of non-public keys exist outside the secured environment

The BG-CA will sign equipment certificates exclusively within the same device used to store the Member State Private Keys.

6.1 ERCA public key

The BG-CA shall keep the ERCA public key (EUR.PK) in such a way as to maintain its integrity and availability at all times. If the EUR.PK is stored in the BG-CP, the same rule applies.

The BG-CP shall ensure that EUR.PK is inserted in all tachograph cards and vehicle units within their authority.

6.2 Bulgarian keys

The Bulgarian keys are the BG-CA signing key pair(s), which is used to sign all equipment certificates. The key pair consists of a public key (MS.PK) and a private, or secret, key (MS.SK). The BG-CA public key is certified by the ERCA, but is always generated by the BG-CA itself.

The Bulgarian private keys must not be used for any other purposes than signing Tachograph equipment certificates and for production of the ERCA key certification request (KCR).

6.2.1 Member State keys generation

Member State key pair generation shall be carried out within a device which either:

- meets the requirements identified in FIPS 140-2 (or 140-1) level 3 or higher [FIPS]; or
- meets the requirements identified in CEN Workshop Agreement 14167-2 [CEN]; or
- is a trustworthy system which is assured to EAL 4 or higher in accordance with ISO 15408 [CC], to E3 or higher in ITSEC, or equivalent security criteria. This shall be to a security target or protection profile that meets the requirements of the current document, based on risk analysis and taking into account physical and other non-technical security measures.

The key generation device should be stand-alone.

The actual device used and requirements met shall be stated in the BG-CA PS.



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BG-CA key-pair generation shall require the active participation of three separate individuals. At least one of these shall have a role of CAA/PA (certification authority / personalization administrator), the others may have other trusted roles (see section 9.3.1 for role descriptions).

Keys shall be generated using the RSA algorithm with a key length of modulus $n=1024$ bits (Regulation Annex 1B, app 11:2.1/3.2).

The BG-CA shall have at least two (2) and maximum five (5) Bulgarian key pairs with associated signing certificates to ensure continuity, since the ERCA cannot issue replacement Member State certificates rapidly.

6.2.2 Bulgarian keys period of validity

Each BG-CA private key usage period is 2 years from the date of issuance of the corresponding public key's certificate, and shall not be used after its validity period for any purpose.

The corresponding public key shall have no end of validity.

6.2.3 Bulgarian private key storage

The private keys shall be contained in and operated from inside a specific tamper resistant device which:

- meets the requirements identified in FIPS 140-2 (or 140-1) level 3 or higher [FIPS]; or
- is a trustworthy system which is assured to EAL 4 or higher in accordance with ISO 15408 [CC], to E3 or higher in ITSEC, or equivalent security criteria. This shall be to a security target or protection profile that meets the requirements of the current document, based on risk analysis and taking into account physical and other non-technical security measures.

For access to the BG-CA private signing keys, dual control is required. This means that no single person shall possess the means required to access the environment where the private key is stored. It does not mean that signing of equipment certificates must be performed under dual control.

6.2.4 Bulgarian private key backup

The Bulgarian private signing keys may be backed up, using a key recovery procedure requiring at least dual control. The procedure used shall be stated in the BG-CA PS.

6.2.5 Member State private key escrow

The Member State private signing keys shall not be escrowed.

6.2.6 Member State keys compromise

A written instruction shall exist, included in the BG-CA PS, which states the measures to be taken by users and security responsible persons at the BG-CA and/or Service Agencies if the Member State private keys has become exposed, or is otherwise considered or suspected to be compromised.

In such case the BG-CA shall as a minimum:

- Inform without delay the BG-A, the ERCA and all other MSCAs.



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6.2.7 Member State keys end of life

The BG-CA shall have routines to ensure that it always has a valid, certified Member State signing key pair.

Upon termination of the usage period of a Member State signing key pair, the public key shall be archived, and the private key has to be destroyed by the BG-CA in such a manner that no feature its use, misuse or recovering is possible.

6.3 Motion Sensor keys

The BG-CA shall request motion sensor key KmWC from the ERCA (Regulation Annex 1B, app 11:3.1.3). The BG-CA shall not handle with motion sensor master key Km or vehicle unit motion sensor key KmVU.

The BG-CA shall forward only the workshop key to the BG-CP for insertion into Workshop cards. The BG-CA, using suitable measures, ensures that the key KmWC is passed on only to the intended receiver and secures their forwarding using suitable measures.

The BG-CP shall undertake the BG-CA's task to ensure that the workshop key KmWC is inserted into all issued Workshop cards (Regulation Annex 1B, app 11:3.1.3).

The BG-CA and/or BG-CP shall, during storage, use and distribution, protect the motion sensor keys with high assurance physical and logical security controls. The keys should be contained in and operated from a specific tamper resistant device which:

- meets the requirements identified in FIPS 140-2 (or 140-1) level 3 or higher [FIPS]; or
- is a trustworthy system which is assured to EAL 4 or higher in accordance with ISO 15408 [CC], to E3 or higher in ITSEC, or equivalent security criteria. This shall be to a security target or protection profile that meets the requirements of the current document, based on risk analysis and taking into account physical and other non-technical security measures.

6.4 Transport keys

For secure data communication, BG-CP shall issue special, asymmetric, transport keys. The BG-CP shall, during generation, storage, use and distribution, protect these keys with high assurance physical and logical security controls. The keys should be contained in and operated from a specific tamper resistant device which:

- meets the requirements identified in FIPS 140-2 (or 140-1) level 3 or higher [FIPS]; or
- is a trustworthy system which is assured to EAL 4 or higher in accordance with ISO 15408 [CC], to E3 or higher in ITSEC, or equivalent security criteria. This shall be to a security target or protection profile that meets the requirements of the current document, based on risk analysis and taking into account physical and other non-technical security measures.

6.5 Key Certification Requests and Motion Sensor Key Distribution Request

All key transport between BG-CA and ERCA uses means, media and protocols defined by ERCA Root Policy. MSA will appoint an authorized person to carry the media that contains the messages between BG-CA and ERCA



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The BG-CA submits their public keys (MS.PK) for certification by the ERCA using the key certification request (KCR) protocol described in Annex A of the Digital Tachograph System European Root Policy [ERCA].

The BG-CA recognizes the ERCA public key (EUR.PK) in the distribution format described in Annex B of the Digital Tachograph System European Root Policy [ERCA].

The BG-CA requests motion sensor master keys from the ERCA using the key distribution request (KDR) protocol described in Annex D of the Digital Tachograph System European Root Policy [ERCA].

The BG-CA uses the physical media for key and certificate transport described in Annex C of the Digital Tachograph System European Root Policy [ERCA].

The BG-CA and BG-CP ensures that the Key Identifier (KID) and modulus (n) of keys submitted to the ERCA for certification and for motion sensor key distribution are unique within the domain of the BG-CA and BG-CP.

BG-CA ensures that private keys will remain in HSM and will not be transported during key certification operations.

BG-CP ensures that transport private keys will remain in HSM and will not be transported during symmetric key distribution operations.



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7. Equipment keys (asymmetric)

Equipment keys are asymmetric keys generated somewhere in the issuing/manufacturing process, and certified by the BG-CA for the equipment in the Tachograph system:

- Tachograph cards
- Vehicle Units (Not applicable for Bulgaria for the time being or in the foreseeable future)

The symmetric Motion Sensor keys are not handled here.

7.1 General aspects BG-CP / BG-CA incl. Service Agencies and VU manufacturers

Equipment (Card and VU) initialization, key loading and personalization shall be performed in a physically secure and controlled environment.

Entry to this area shall be strictly regulated, controllable at the individual level, and requiring a minimum of two persons to be present to operate the system. A log shall be kept of the entries and the actions in the system.

No sensitive information contained in the key generation systems may leave the system in a way that violates this policy.

Tachograph cards: No sensitive information in the card personalization system may leave the system in a way that violates this policy.

VU/Motion Sensor: No sensitive information in the VU personalization system may leave the system in a way that violates this policy.

Organizations (Subcontractors, Service Agencies) that perform key generation and card personalization on behalf of more than one Member State shall do this in a clearly separate process for each of these. A log shall be kept of each individual process and the relevant BG-A shall have access to this on request.

VU manufacturers that perform VU personalization shall do this in a process clearly separated from the VU production. A log shall be kept of the personalization and the relevant BG-A shall have access to this on request.

BG-CA/BG-CP/Service Agencies/VU manufacturers: The log of the personalization system shall contain a reference to the order, and list the corresponding equipment numbers and certificates. The relevant BG-A shall have access to the logs on request. In the BG-CP database the log data is stored for 2 months.

7.2 Equipment key generation

Equipment keys may be generated either by the equipment manufacturer or by the BG-CP (Annex 1B, Appendix 11:3.1.1)

BG-CP shall make sure that equipment keys are generated in a secure manner and that the equipment private key is kept secret.



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Key generation shall be carried out within a device which either:

- meets the requirements identified in FIPS 140-2 (or 140-1) level 3 or higher [FIPS]; or
- meets the requirements identified in CEN Workshop Agreement 14167-2 [CEN]; or
- is a trustworthy system which is assured to EAL 4 or higher in accordance with ISO 15408 [CC], to E3 or higher in ITSEC, or equivalent security criteria. This shall be to a security target or protection profile that meets the requirements of the current document, based on risk analysis and taking into account physical and other non-technical security measures.

Keys shall be generated using the RSA algorithm having a key length of modulus n 1024 bits. (Annex 1B, Appendix 11:2.1/3.2)

The generation procedure and storage of the private key shall prevent it from being exposed outside of the system that created it. Furthermore, it shall be erased from the system immediately after having been inserted in the device.

It is the responsibility of the key generation entity to undertake adequate measures to ensure that the public key is unique within its domain before certificate binding takes place. (This is presumably done by making sure that the key generation system is random at its nature and therefore the probability of generating non-unique keys is insignificant.). The uniqueness of the card equipment public key is verified by the BG-CA and if the key is not unique, the certification is rejected.

7.2.1.1 Batch key generation

Cryptographic key generation may be performed by batch processing in advance of certificate request, or in direct connection with certificate request.

Batch processing must be performed in stand-alone equipment meeting the security requirements stated above. Key integrity has to be protected until certificate issuing is performed.

7.2.2 Equipment key validity

7.2.2.1 Keys on cards

Usage of an equipment private key in connection with certificates issued under this policy shall never exceed the end of validity of the certificate.

7.2.2.2 Vehicle units

Not applicable in Bulgaria for the time being or in the foreseeable future.

7.2.3 Equipment private key protection and storage - Cards

The BG-CP shall ensure that the card private key is protected by, and restricted to, a card that has been delivered to the user according to the procedures stated in this policy.

Copies of the private key are not to be kept anywhere except in the tachograph card, unless required during key generation and device personalization.



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In no case may the card private key be exposed or stored outside the card.

7.2.4 Equipment private key protection and storage – VUs

Not applicable in Bulgaria for the time being or in the foreseeable future.

7.2.5 Equipment private key escrow and archival

Equipment private keys shall be neither escrowed nor archived.

7.2.6 Equipment public key archival

All certified public keys shall be archived by the certifying BG-CA. Information about certified public keys can be stored by BG-CP as well.

7.2.7 Equipment keys end of life

Upon termination of use of a Tachograph card, the public key shall be archived, and the private key shall be:

- destroyed such that the private key cannot be retrieved; or
- retained in a manner such that it is protected against being put back into use.

Upon termination of use of a Vehicle Unit, the public key shall be archived, and the private key shall be:

- destroyed such that the private key cannot be retrieved; or
- retained in a manner such that it is protected against being put back into use.

8. Equipment certificate management

This section describes the certificate life cycle, containing registration function, certificate issuing, distribution, use, renewal, revocation (if applicable) and end of life.

8.1 Data input

8.1.1 Tachograph cards

Cardholding users do not apply for certificates, their certificates are issued based on the information given in the application for a tachograph card (section 5.1.2) and captured from the BG-CIA register. The public key to be certified is extracted from the key generation process.

The BG-CP shall ensure that the input data contains information which renders the Certificate Holder Reference (CHR) unique. The BG-CA shall verify the uniqueness of the CHR within its domain.

The certificate request process shall ensure that the BG-CP has possession of the private key associated with the public key presented for certification. At this time the private key shall not leave the secured environment of key generation.



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8.1.2 Vehicle units

Not applicable in Bulgaria for the time being or in the foreseeable future.

8.2 Tachograph card certificates

8.2.1 Driver certificates

Driver certificates are issued only to successful applicants for a Driver card.

8.2.2 Workshop certificates

Workshop certificates are issued only to successful applicants for a Workshop card.

8.2.3 Control certificates

Control certificates are issued only to successful applicants for a Control card.

8.2.4 Company certificates

Company certificates are issued only to successful applicants for a Company card.

8.3 Vehicle unit certificates

Not applicable in Bulgaria for the time being or in the foreseeable future.

8.4 Equipment certificate time of validity

Certificates shall not be valid longer than the corresponding equipment (section 5):

- Driver certificates shall not be valid more than **5** years
- Workshop certificates shall not be valid for more than **1** year
- Control certificates shall not be valid more than **2** years
- Company certificates shall not be valid more than **5** years.

8.5 Equipment certificate issuing

The BG-CA shall ensure that it issues certificates so that their authenticity and integrity is maintained. Certificate contents are defined by Regulation Annex 1B, appendix 11.

8.6 Equipment certificate renewal and update

See Equipment management (section 5). Since certificates and cards have the same time of validity, they are dealt with together. VU certificates have either no end of, or a very long time of validity, it is assumed that the lifetime of the equipment is shorter than that of the certificate.



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8.7 Dissemination of equipment certificates and information

The BG-CA shall export all certificate data to the BG-CIA register so that certificates, equipment and users are connected.

The BG-CIA shall ensure that certificates are made available as necessary to users and relying parties.

The BG-CIA shall ensure that all terms and conditions, as well as relevant parts of the BG-CA PS, and other relevant information, are made readily available to all users, relying parties and other relevant groups.

The BG-CA shall maintain and make certificate status information available.

8.8 Equipment certificate use

The Tachograph certificates are only for use within the Tachograph system.

8.9 Equipment certificate revocation

Certificates are not revoked (rather than revoking certificates, non-valid Tachograph equipment is put on a "black list" which may be checked at roadside controls).

9. BG-CA and BG-CP Information Security management

This section describes the Information Security measures imposed by this policy.

Note: This section may, at least in part, be substituted by Information Security policies for the relevant entities.

9.1 Information security management of the BG-CA and BG-CP

The BG-CA/BG-CP shall ensure that administrative and management procedures are applied which are adequate and correspond to recognized standards.

The BG-CA/BG-CP shall retain responsibility for all aspects of the provision of key certification services, even if some functions are outsourced to subcontractors. Responsibilities of third parties shall be clearly defined by the BG-CA/BG-CP and appropriate arrangements made to ensure that third parties are bound to implement any controls required by the BG-CA/BG-CP. The BG-CA/BG-CP shall retain responsibility for the disclosure of relevant practices of all parties.

The information security infrastructure necessary to manage the security within the BG-CA/BG-CP shall be maintained at all times. Any changes that will impact on the level of security provided shall be approved by the BG-A.

The BG-CA/BG-CP shall adopt a security management system equivalent to ISO 17799 [ISO 17799]. Formal certification is not required.



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9.2 Asset classification and management of the BG-CA/BG-CP

The BG-CA/BG-CP shall ensure that its assets and information receive an appropriate level of protection. In particular:

- a) The BG-CA/BG-CP shall carry out a risk assessment to evaluate business risks and determine the necessary security requirements and operational procedures.
- b) The BG-CA/BG-CP shall maintain an inventory of all information assets and shall assign a classification for the protection requirements to those assets consistent with the risk analysis.

9.3 Personnel security controls of the BG-CA/BG-CP

9.3.1 Trusted Roles

BG-CA/BG-CP, supporting this NCA policy, should recognize at least three distinct roles, as outlined below. Different arrangements of separation of duties may be acceptable, provided the resilience to insider attack is at least as strong as with the recommended model and provided the roles are described in the BG-CA/BG-CP PS.

To ensure that one person acting alone cannot circumvent safeguards, responsibilities in BG-CA/BG-CP systems need to be attended by multiple roles and individuals. Each account on the systems shall have limited capabilities, commensurate with the role of the account holder.

The recommended roles are:

- a) Certification Authority Administrator or Personalization Administrator (CAA/PA)
- b) System Administrator (SA)
- c) Information System Security Officer (ISSO)

The CAA/PA role includes:

- a) Key generation;
- b) Certificate generation; (Generating signed certificate requests to be processed and executed by the BG-CA/BG-CP equipment according to defined rules)
- c) Personalization and secure distribution of equipment;
- d) Administrative functions associated with maintaining the BG-CA/BG-CP database and assisting in compromise investigations.

The SA role includes:

- a) Performing initial configuration of the system including secure boot start-up and shut down of the system;
- b) Initial set up of all new accounts;
- c) Setting the initial network configuration;
- d) Creating emergency system restart media to recover from catastrophic system loss;
- e) Performing system backups, software upgrades and recovery, including the secure storage and distribution of the backups and upgrades to an off-site location. Backups shall be performed at least
 - a) once per week, and the system shall be powered on/off after a backup is performed, so that hardware integrity checks are performed.
- f) Changing of the host name and/or network address.

The ISSO role includes:

- a) Assigning security privileges and access controls of CAA/PAs.



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- b) Assigning passwords to all new accounts.
- c) Performing archiving of required system records
- d) Review of the audit log to detect CAA/PA compliance with system security policy. Review of the audit log shall be done at least once per week.
- e) Personally conducting or supervising an annual inventory of the BG-CA/BG-CP's records.
- f) Participating in Member State key generation

The ISSO, who is not directly involved in issuing certificates, performs a supervisory function in examining system records or audit logs to ensure that other persons are acting within the realms of their responsibilities and within the stated security policy.

9.3.2 Separation of roles

For a BG-CA/BG-CP, different individuals shall fill each of the three roles described above and **at least one individual** shall be appointed per task.

9.3.3 Identification and Authentication for Each Role

Identification and authentication of CAA/PA, SA and ISSO shall be appropriate and consistent with practices, procedures and conditions stated in this policy.

9.3.4 Background, qualifications, experience, and clearance requirements

The CAA/PA (Certification Authority/Personalization Administrator), which involves creating and managing certificate and key information, is a critical position. The individual assuming the CAA/PA role should be of unquestionable loyalty, trustworthiness and integrity, and should have demonstrated a security consciousness and awareness in his or her daily activities.

All BG-CA/BG-CP personnel in sensitive positions, including, at least, all CAA/PA and ISSO (Information System Security Officer) positions, shall:

- a) not be assigned other duties that may conflict with their duties and responsibilities as CAA/PA and ISSO;
- b) not as far known have been previously relieved of a past assignment for reasons of negligence or non-performance of duties;
- c) have received proper training in the performance of their duties.

The BG-CA/BG-CP organizations shall ensure that they will all the time have personnel which has been checked for their qualification, rank, absence of a criminal record, absence of credit risks. These requirements should be stated in the applicable PS.

9.3.5 Training requirements

Personnel shall have adequate training for the role and job.

9.4 System security controls of the CA and personalization systems

The BG-CA/BG-CP shall ensure that the systems are secure and correctly operated, with minimal risk of failure. In particular:



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- a) the integrity of systems and information shall be protected against viruses, malicious and unauthorized software;
- b) damage from security incidents and malfunctions shall be minimized through the use of incident reporting and response procedures;

The Certification Authority System (CAS) and Personalization system shall provide sufficient system security controls for enforcing the separation of roles described in this policy or the relevant PS.

The security controls shall provide access control and traceability down to an individual level on all transactions and functions affecting the use of BG-CA's private issuing keys.

System security controls imposed on computer systems used by Service Agencies depend on the role assigned to the agency. Agencies that undertake CAA/PA (certification authority/personalization administrator) roles, load certificates onto cards, or initialize such cards, shall meet the requirements imposed upon BG-CA/CPs.

9.4.1 Specific computer security technical requirements

Initialization of the system operating BG-CA's private certification keys shall require co-operation of at least two operators, both of which are securely authenticated by the system.

9.4.2 Computer security rating

The CA and personalization systems do not require formal rating as long as they fulfill all requirements in this section.

9.4.3 System development controls

The BG-CA/BG-CP shall use trustworthy systems and products that are protected against modification.

An analysis of security requirements shall be carried out at the design and requirements specification stage of any systems development project undertaken by the BG-CA/BG-CP or on behalf of the BG-CA/BG-CP to ensure that security is built into IT systems.

Change control procedures shall exist for releases, modifications and emergency software fixes for any operational software.

9.4.4 Security management controls

The system roles (section 9.3.1) shall be implemented and enforced.

9.4.5 Network security controls

Controls (e.g., firewalls) shall be implemented to protect the BG-CA/BG-CP's internal network domains from external network domains accessible by third parties.

Sensitive data shall be protected when exchanged over networks which are not secure.



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9.5 Security audit procedures

The security audit procedures in this section are valid for all computer and system components which affect the outcome of keys, certificates and equipment issuing processes under this policy.

9.5.1 Types of event recorded

The security audit functions related to the BG-CA/BG-CP computer/system shall log, for audit purposes:

- a) Transaction requests together with record of the requesting account, type of request, indication of whether the transaction was completed or not and eventual cause of uncompleted transaction.
- b) Installation of new software or software updates.
- c) Time and date and other descriptive information about all backups.
- d) Shutdowns and restarts of the system.
- e) Time and date of transaction archive dumps.

9.5.2 Frequency of processing audit log

The log shall be processed regularly and analyzed against malicious behavior. Log procedures shall be described in the PS.

9.5.3 Retention period for audit log

Audit log shall be retained for at least 7 years.

9.5.4 Protection of audit log

Audit logs shall be appropriately integrity protected. All entries shall be individually time stamped (system time is sufficient).

Audit logs shall be verified and consolidated at least monthly. At least two people in SA or ISSO roles (see section 9.3.1) shall be present for such verification and consolidation.

9.5.5 Audit log backup procedures

Two copies of the consolidated log shall be made and stored in separate physically secured locations.

The audit log shall be stored in a way that makes it possible to examine the log during its retention period.

The audit log shall be protected from unauthorized access.

9.5.6 Audit collection system (internal vs. external)

Only internal audit collection system is required.



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9.6 Record archiving

9.6.1 Types of event recorded by the BG-CIA

The records shall include all relevant evidence in the BG-CIA's possession including, but not limited to:

- a) Certificate requests and all related messages exchanged with the BG-CA/BG-CP, users, and the directory.
- b) Signed registration agreements from user's applications for certificates and cards, including the identity of the person responsible for accepting the application.
- c) Signed acceptance of the delivery of cards.
- d) Contractual agreements regarding certificates and associated cards.
- e) Certificate renewals and all messages exchanged with the user.
- f) Revocation requests and all recorded messages exchanged with the originator of the request and/or the user.
- g) Currently and previously implemented policy documents

9.6.2 Types of event recorded by the BG-CA/BG-CP

The records shall include all relevant evidence in the BG-CA/BG-CP's possession including, but not limited to:

- a) Contents of issued certificates.
- b) Audit journals including records of annual auditing of BG-CA/BG-CP's compliance with its PS.
- c) Currently and previously implemented certificate policy documents and their related PSs.

Records of all digitally signed electronic requests made by BG-CA/BG-CP or Service Agency personnel (CAA/PA) shall include the identity of the administrator responsible for each request together with all information required for non-repudiation checking of the request for as long as the record is retained.

9.6.3 Retention period for archive

Archives shall be retained and protected against modification or destruction for a period as specified in the PS.

9.6.4 Procedures to obtain and verify archive information

The BG-CA/BG-CP shall act in compliance with requirements regarding confidentiality as stated in section 3.4.

Records of individual transactions may be released upon request by any of the entities involved in the transaction, or their recognized representatives.

BG-CA/BG-CP shall make available on request, produced documentation of the BG-CA/BG-CP's compliance with the applicable PS according to section 11.5.

Subject to statute, a reasonable handling fee may be charged to cover the cost of record retrieval.



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The BG-CA/BG-CP shall ensure availability of the archive and that archived information is stored in a readable format during its retention period, even if the BG-CA/BG-CP's operations are interrupted, suspended or terminated.

In the event that BG-CA/ BG-CP services are to be interrupted, suspended or terminated, the BG-CA/ BG-CP shall send notification to all customer organizations to ensure the continued availability of the archive. All requests for access to archived information shall be sent to the BG-CA/BG-CP or to the entity identified by the BG-CA/BG-CP prior to terminating its service.

9.7 BG-CA/BG-CP continuity planning

BG-CA/BG-CP shall have a business continuity plan (BCP). This shall include (but is not limited to) events such as:

- Key compromise
- Catastrophic data loss due to e.g. theft, fire, failure of hardware or software
- System failure of other kinds

9.7.1 Member State keys compromise

Member State keys compromise is dealt with in section 6.

9.7.2 Other disaster recovery

BG-CA/ BG-CP and subcontractors shall have routines established to prevent and minimize the effects of system disasters. These routines include secure and remote backup data storage, functioning data restoration procedures etc., to be detailed in the BCP.

9.8 Physical security control of the CA and personalization systems

Physical security controls shall be implemented to control access to the BG-CA or BG-CP hardware and software. This includes the workstations and other parts of the CA and personalization hardware and any external cryptographic hardware module or card. A log shall be kept over all physical entries to this area (or areas).

The Member state keys for signing certificates shall be kept physically and logically protected as described in the PS.

The BG-CA/BG-CP's facility shall also have a place to store backup and distribution media in a manner sufficient to prevent loss, tampering, or unauthorized use of the stored information. Backups shall be kept both for data recovery and for the archival of important information. Backup media shall also be stored at a site different from where the BG-CA/BG-CP system resides, to permit restoration in the event of a natural disaster to the primary facility.

A security check of the facility housing the BG-CA/BG-CP's central equipment shall be made at least once every **24** hours. If it is a continuously attended facility, this may be a visual check once per shift to ensure that the systems and any associated cryptographic devices/cards are securely stored if not in use, that the physical security systems (e.g., door locks and alarms) are functioning properly, and that there have been no attempts at forceful entry or unauthorized access.



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9.8.1 Physical access

Access to the physical area housing the Member state keys and the means for their usage, shall require simultaneously presence of at least 2 persons which have been individually appointed the right to enter the area.

Access to other BG-CA/BG-CP facilities shall be limited to those personnel performing one of the roles described in section 9.3.1. Access may be controlled through the use of an access control list to the room housing the systems. Anyone not on the access control list shall be escorted by a person on the list. If an access control list is not feasible for a particular site, it may be acceptable to make sure that the CA and personalization related material is locked in a secure room or storage area when it is not being used.

10. BG-CA or BG-CP Termination

10.1 Final termination - BG-A responsibility

Final termination of BG-CA or BG-CP is regarded as the situation where all service associated with a **logical entity** is terminated permanently. It is not the case where the service is transferred from one organization to another or when the BG-CA service is passed over from an old Member State key pair to new Member State key pair or ERCA key.

The BG-A shall ensure that the tasks outlined below are carried out. Note: BG-CA/BG-CP termination implies either that a Member State withdraws from the Tachograph system or termination of the entire Tachograph system, since this cannot function without CAs, or equivalent authorities.

Before the BG-CA/BG-CP terminates its services the following procedures has to be completed as a minimum:

- a) Inform all users and parties with whom the BG-CA/BG-CP has agreements or other form of established relations.
- b) Make publicly available information of its termination at least 3 month prior to termination.
- c) The BG-CA/BG-CP shall terminate all authorization of subcontractors to act on behalf of the BG-CA/BG-CP in the process of issuing certificates.
- d) The BG-CA/BG-CP shall perform necessary undertakings to transfer obligation for maintaining record archives for the remaining period of their life cycle.

10.2 Transfer of BG-CA or BG-CP responsibility

Transfer of BG-CA or BG-CP responsibility occurs when the BG-A chooses to appoint a new BG-CA or BG-CP in place of the former entity.

The BG-A shall ensure that orderly transfer of responsibilities and assets is carried out.

The old BG-CA shall transfer all root keys to the new BG-CA in the manner decided by the BG-A.

The old BG-CA shall destroy any copies of keys that are not transferred.

11. Audit

The BG-A is responsible for ensuring that audits of the BG-CA and BG-CP take place.



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11.1 Frequency of entity compliance audit

BG-CA/BG-CP operating under this NCA policy shall be audited at least annually for conformance with the policy.

11.2 Topics covered by audit

The audit shall cover the BG-CA/BG-CP's practices (according to their PSs).

The audit shall cover the BG-CA/BG-CP's compliance with this NCA policy.

The audit shall cover the requirements defined in ERCA-CP §5.3 [ERCA]

The audit shall also consider the operations of any Service Agencies.

11.3 Who should do the audit

The BG-A may consult an external certification or accreditation organization for approval of the BG-CA/BG-CP PS in order to increase relying parties' trust in the implementation. Otherwise the BG-A shall undertake the auditing.

11.4 Actions taken as a result of deficiency

If irregularities are found in the audit the BG-A shall take appropriate action depending on severity.

11.5 Communication of results

Results of the audits on a security status level shall be available upon request. Actual audit reports shall not be available except on need-to-know basis.

The BG-A includes the results of the audit in a report that defines corrective actions including an implementation schedule, required to fulfill the BG-A obligations. The report will be provided in English to ERCA.

12. NCA policy change procedures

12.1 Items that may change without notification

The only changes that may be made to this specification without notification are

- a) Editorial or typographical corrections
- b) Changes to the contact details

12.2 Changes with notification

12.2.1 Notice

Any item in this certificate policy may be changed with **90** days notice.



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Changes to items which, in the judgment of the policy responsible organization (the BG-A), **will not** materially impact a substantial majority of the users or relying parties using this policy may be changed with **30** days notice.

12.2.2 Comment period

Impacted users may file comments with the policy administration organization within **15** days of original notice.

12.2.3 Whom to inform

Information about changes to this policy shall be sent to:

- The European Commission
- ERCA
- BG-CA and BG-CP including Service Agencies
- All other MSAs
- Affected VU Manufacturers and Motion Sensor Manufacturers

12.2.4 Period for final change notice

If the proposed change is modified as a result of comments, notice of the modified proposed change shall be given at least **30** days prior to the change taking effect.

12.3 Changes requiring a new NCA policy approval

If a policy change is determined by the BG-A organization to have a material impact on a significant number of users of the policy, the BG-A shall submit the revised NCA policy to **ERCA** for approval.

13. References

[BPM] Digital Tachograph Card Issuing Best Practice Manual. Card Issuing Group, 16 November 2001. - owned by the European Commission.

[CC] Common Criteria. ISO/IEC 15408 (1999): "Information technology - Security techniques - Evaluation criteria for IT security (parts 1 to 3)".

[CEN] CEN Workshop Agreement 14167-2: Cryptographic Module for CSP Signing Operations – Protection Profile (MCSO-PP)

[ETSI 102 042] ETSI TS 102 042. Policy requirements for certification authorities issuing public key certificates

[FIPS] FIPS PUB 140-2 (May 25, 2001): "Security Requirements for Cryptographic Modules". Information Technology Laboratory, National Institute of Standards and Technology (NIST)

[ISO 17799] BS ISO/IEC 17799: 2005. Information technology -- Code of practice for information security management.

[CSG] Common Security Guideline, Card Issuing Project. – owed by the European Commission



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[ERCA] Digital Tachograph System European Root Policy – Version 2.0; European Commission Special Publication I.04.131; published at <http://dte.jrc.it>



14. Glossary/Definitions and abbreviations

14.1 Glossary/Definitions

CA Policy: A named set of rules that indicates the applicability of keys, certificates and equipment to a particular community and/or class of application with common security requirements.

Card/Tachograph cards: Integrated Circuit equipped card, in this policy this is equivalent to the use of the terms "IC-Card" and "Smart Card".

Card holder: A person or an organization that is a holder and user of a Tachograph card. Included are drivers, company representatives, workshop workers and control body staff.

Certificate: In a general context a certificate is a message structure involving a binding signature by the issuer verifying that the information within the certificate is correct and that the holder of the certified public key can prove possession of the associated private key.

Certification Authority System (CAS): A computer system in which certificates are issued by signing certificate (user) data with the CA private signing key.

Certification Practice Statement (CPS): A statement of the practices that a certification authority employs in issuing certificates and is connected to the actual CA policy. The CPS is in this NCA policy replaced by a Practice Statement, because it has a broader view and connects to keys, certificates and equipment.

Equipment: In the Tachograph system the following equipment exists: Tachograph cards, VU (vehicle units) and Motion Sensors.

Manufacturer/Equipment manufacturer: Manufacturers of Tachograph equipment. In this policy most often used for VU and Motion Sensor manufacturers, since these have distinct roles in the System.

Motion Sensor key: A symmetric key used for the Motion Sensor and VU to ensure the mutual recognition.

Practice Statement (PS). A statement of the security practices employed in the Tachograph processes. A PS is comparable to the standard PKI document CPS.

Private key: The private part of an asymmetric key pair used for public key encryption techniques. The private key is typically used for signing digital signatures or decrypting messages. Also called Secret key.

Public key: The public part of an asymmetric key pair used for public key encryption techniques. The public key is typically used for verifying digital signatures or to encrypt messages to the owner of the private key.

RSA keys: RSA is the cryptographic algorithm used for asymmetric (PKI) keys in the Tachograph system.

Service Agency: An entity that undertakes to tasks on behalf of BG-CA, as a subcontractor.



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Tachograph cards/Cards: Four different type of smart cards for use in the Tachograph system: Driver card, Company card, Workshop card, Control card.

User: Users are equipment users and are either **Card Holders** for card or **manufacturers** for Vehicle units/Motion Sensors. All users shall be uniquely identifiable entities.

In this document:

Signed: Where this policy requires a signature, the requirement is met by a secure and verifiable digital signature.

Written: Where this policy requires information to be in writing, that requirement is met by a data message if the information contained therein is accessible so as to be usable for the parties concerned.

14.2 List of abbreviations

CA Certification Authority

CAA/PA Certification Authority Administrator/ Personalization Administrator

CAS Certification Authority System

CIA Card Issuing Authority

CC Common Criteria

CP Card Personalizing organization

CPS Certification Practice Statement

ERCA European Root CA

ISSO Information System Security Officer

ITSEC Information Technology Security Evaluation Criteria

KG Key Generation

MS Member State

MSA Member State Authority

MSCA Member State CA

PIN Personal Identification Number

PKI Public Key Infrastructure

RSA A specific Public key algorithm

SA System Administrator

PS Practice Statement

VU Vehicle Unit

VUP VU Personalizing organization



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15. Correspondence table with ERCA Policy

The requirements for the Bulgarian CA Policy are formulated in the ERCA Policy § 5.3. The table below provides the rationale between the requirements as formulated in the ERCA Policy [ERCA] and the requirements in the Bulgarian CA Policy.

Item	Reference ERCA Policy	Requirement	Reference BG-MSA Policy
1	§ 5.3.1	The MSA Policy shall identify the entities in charge of operations.	§1.1 Responsible organization
2	§ 5.3.2	<p>The MSCA key pairs for equipment key certification and for motion sensor key distribution shall be generated and stored within a device which either:</p> <ul style="list-style-type: none"> • is certified to meet the requirements identified in FIPS 140-2 (or FIPS 140-1) level 3 or higher [10]; • is certified to be compliant with the requirements identified in the CEN Workshop Agreement 14167-2 [11]; • is a trustworthy system which is assured to EAL4 or higher in accordance with ISO 15408 [12]; to level E3 or higher in ITSEC [13]; or equivalent security criteria. These evaluations shall be to a protection profile or security target, • is demonstrated to provide an equivalent level of security. 	§6.2.1 Member State keys generation §6.2.3 §6.4 Transport keys §6.5 Key Certification Requests and Motion Sensor Key Distribution Request
3	§ 5.3.3	Member State Key Pair generation shall take place in a physically secured environment by personnel in trusted roles under, at least dual control.	§6 Root keys and transport keys management: European Root key, Member State keys, Motion Sensor keys, transport keys [paragraph 8] §6.2.1 Member State keys generation
4	§ 5.3.4	The Member State Key Pairs shall be used for a period of at most two years starting from certification by the ERCA.	§6.2.2 Bulgarian keys period of validity



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5	§ 5.3.5	The generation of new Member State Key Pairs shall take into account the one month turnaround time required for certification by the ERCA	§6.2.1 Member State keys generation
6	§ 5.3.6	The MSA shall submit MSCA public keys for certification by the ERCA using the key certification request (KCR) protocol described in Annex A.	§6.5 Key Certification Requests and Motion Sensor Key Distribution Requests
7	§ 5.3.7	The MSA shall request motion sensor master keys from the ERCA using the key distribution request (KDR) protocol described in Annex D.	§6.5 Key Certification Requests and Motion Sensor Key Distribution Requests
8	§ 5.3.8	The MSA shall recognise the ERCA public key in the distribution format described in Annex B	§6.5 Key Certification Requests and Motion Sensor Key Distribution Requests
9	§ 5.3.9	The MSA shall use the physical media for key and certificate transport described in Annex C	§6.5 Key Certification Requests and Motion Sensor Key Distribution Requests
10	§ 5.3.10	The MSA shall ensure that the Key Identifier (KID) and modulus (n) of keys submitted to the ERCA for certification are unique within the domain of the MSCA.	§6.5 Key Certification Requests and Motion Sensor Key Distribution Requests
11	§ 5.3.11	The MSA shall ensure that expired keys are not used for any purpose. The Member State private key shall be either: destroyed so that the private key cannot be recovered; or retained in a manner preventing its use.	§6.2.7 Member State keys end of life
12	§ 5.3.12	The MSA shall ensure that an equipment RSA key is generated, transported, and inserted into the equipment, in such a way as to preserve its confidentiality and integrity. For this purpose, the MSA shall <ul style="list-style-type: none"> • ensure that any relevant prescription mandated by security certification of the equipment is met. • ensure that both generation and insertion (if not onboard) takes place in a physically secured environment; • unless key generation was covered by the security certification of the equipment, ensure that specified and appropriate 	§5.1.1 Quality control – BG-CA/BG-CP function §7.1 General aspects BG-CP / BG-CA incl. Service Agencies and VU manufacturers §7.2 Equipment key generation



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		<p>cryptographic key generation algorithms are used;</p> <p>The last two of these requirements on generation shall be met by generating equipment keys within a device which either:</p> <ul style="list-style-type: none"> a) is certified to meet the requirements identified in FIPS 140-2 (or FIPS 140-1) level 3 or higher [9]; b) is certified to be compliant with the requirements identified in the CEN Workshop Agreement 14167-2 [10]; c) is a trustworthy system which is assured to EAL4 or higher in accordance with ISO 15408 [11]; to level E3 or higher in ITSEC [12]; or equivalent security criteria. These evaluations shall be to a protection profile or security target. d) is demonstrated to provide an equivalent level of security. 	
13	§ 5.3.13	The MSA shall ensure confidentiality, integrity, and availability of the private keys generated, stored and used under control of the MSA Policy.	<p>§3.4.1 Types of information to be kept confidential</p> <p>§6.2.1 Member State keys generation</p> <p>§6.2.3 Bulgarian private key storage</p> <p>§6.4 Transport keys</p> <p>§7.2 Equipment key generation</p>
14	§ 5.3.14	The MSA shall prevent unauthorised use of the private keys generated, stored and used under control of the MSA Policy.	<p>§6.2.3 Bulgarian private key storage</p> <p>§6.4 Transport keys</p> <p>§7.2 Equipment key generation</p> <p>§7.2.3 Equipment private key protection and storage – Cards</p>
15	§ 5.3.15	The Member State private keys may be backed up using a key recovery procedure requiring at least dual control.	<p>§6.2.1 Member State keys generation</p> <p>§6.2.4 Bulgarian private key</p>



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			backup
16	§ 5.3.16	Key certification requests that rely on transportation of private keys are not allowed.	§6.5 Key Certification Requests and Motion Sensor Key Distribution Request §7.2.3 Equipment private key protection and storage – Cards
17	§ 5.3.17	Key escrow is strictly forbidden	§6.2.5 Member State private key escrow §7.2.5 Equipment private key escrow and archival
18	§ 5.3.18	The MSA shall prevent unauthorised use of its motion sensor keys.	§6.3 Motion Sensor keys
19	§ 5.3.19	The MSA shall ensure that the motion sensor master key (Km) is used only to encrypt motion sensor data for the purposes of motion sensor manufacturers. The data to be encrypted is defined in the ISO / IEC 16844-3 standard [7].	Not applicable
20	§ 5.3.20	The motion sensor master key (Km) shall never leave the secure and controlled environment of the MSA.	Not applicable
21	§ 5.3.21	The MSA shall forward the workshop card motion sensor key (KmWC) to the component personaliser (in this case, the card personalisation service), by appropriately secured means, for the sole purpose of insertion into workshop cards.	§6.3 Motion Sensor keys
22	§ 5.3.22	The MSA shall forward the vehicle unit motion sensor key (KmVU) to the component personaliser (in this case, a vehicle unit manufacturer), by appropriately secured means, for the sole purpose of insertion into vehicle units.	Not applicable
23	§ 5.3.23	The MSA shall maintain the confidentiality, integrity, and availability of its motion sensor key copies.	§6.3 Motion Sensor keys
24	§ 5.3.24	The MSA shall ensure that its motion sensor key copies are stored within a device which either: <ul style="list-style-type: none"> a) is certified to meet the requirements identified in FIPS 140-2 (or FIPS 140-1) level 3 or higher [9]; b) is a trustworthy system which is assured to 	§6.3 Motion Sensor keys



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		EAL4 or higher in accordance with ISO 15408 [11]; to level E3 or higher in ITSEC [12]; or equivalent security criteria. These evaluations shall be to a protection profile or security target.	
25	§ 5.3.25	The MSA shall possess different Member State Key Pairs for the production of vehicle unit and tachograph card equipment public key certificates	Not applicable
26	§ 5.3.26	The MSA shall ensure availability of its equipment public key certification service.	§6.2.1 Member State keys generation
27	§ 5.3.27	The MSA shall only use the Member State Private Keys for: <ul style="list-style-type: none"> a) the production of Annex I(B) equipment key certificates using the ISO / IEC 9796-2 digital signature algorithm as described in Annex I(B) Appendix 11 Common Security Mechanisms [6]; b) production of the ERCA key certification request as described in Annex A. c) issuing Certificate Revocation Lists if this method is used for providing certificate status information (see 5.3.30). 	§6.2 Bulgarian keys
28	§ 5.3.28	The MSA shall sign equipment certificates within the same device used to store the Member State Private Keys (see 5.3.2).	§6.2.3 Bulgarian private key storage
29	§ 5.3.29	Within its domain, the MSA shall ensure that equipment public keys are identified by a unique key identifier which follows the prescriptions of Annex 1(B) [6].	§7.2 Equipment key generation §8.1.1 Tachograph cards
30	§ 5.3.30	Unless key generation and certification is performed in the same physically secured Environment, the key certification request protocol shall provide proof of origin and integrity of certification requests, without revealing the private key.	§8.1.1 Tachograph cards
31	§ 5.3.31	The MSA shall maintain and make certificate status information available	§8.7 Dissemination of equipment certificates and information §8.9 Equipment certificate revocation
32	§ 5.3.32	The validity of a tachograph card certificate shall	§8.4 Equipment certificate



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		equal the validity of the tachograph card.	time of validity
33	§ 5.3.33	The MSA shall prevent the insertion of undefined validity certificates into tachograph cards.	§8.4 Equipment certificate time of validity
34	§ 5.3.34	The MSA may allow the insertion of undefined validity Member State certificates into vehicle units.	Not applicable
35	§ 5.3.35	The MSA shall ensure that users of cards are identified at some stage of the card issuing process.	§5.1.2.1 User application §5.1.9 Card distribution to the user – handled by the BG-CP or BG-CIA
36	§ 5.3.36	The MSA shall ensure that ERCA is notified without delay of loss, theft, or potential compromise of any MSA keys.	§6.2.6 Member State keys compromise
37	§ 5.3.37	The MSA shall implement appropriate disaster recovery mechanisms which do not depend on the ERCA response time.	§6.2.1 Member State keys generation §9.7 BG-CA/BG-CP continuity planning
38	§ 5.3.38	The MSA shall establish an information security management system (ISMS) based on a risk assessment for all the operations involved.	§9.1 Information security management of the BG-CA and BG-CP
39	§ 5.3.39	The MSA shall ensure that the policies address personnel training, clearance and roles.	§9.3 Personnel security controls of the BG-CA/BG-CP
40	§ 5.3.40	The MSA shall ensure that appropriate records of certification operations are maintained.	§9.6.1 Types of event recorded by the BG-CIA §9.6.2 Types of event recorded by the BG-CA/BG-CP
41	§ 5.3.41	The MSA shall include provisions for MSCA termination in the MSA Policy.	§10 BG-CA or BG-CP Termination
42	§ 5.3.42	The MSA Policy shall include change procedures.	§12 NCA policy change procedures
43	§ 5.3.43	The MSA audit shall establish whether the Requirements of this Section are being maintained.	§11.2 Topics covered by audit
44	§ 5.3.44	The MSA shall audit the operations covered by the	§11.1 Frequency of entity



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		approved policy at intervals of not more than 12 months.	compliance audit
45	§ 5.3.45	The MSA shall report the results of the audit as mentioned in 5.3.43 and provide the audit report, in English, to ERCA.	§11.5 Communication of results
46	§ 5.3.46	The audit report shall define any corrective actions, including an implementation schedule, required to fulfill the MSA obligations.	§11.5 Communication of results