



2.0 Assurance Practice

Assurance Practice

2.1 Assurer Challenge

2.2 Names

a. Strict Rules

b. Relaxed Rules

2.3 2-times Check

2.4 Signatures

2.5 Dates

2.6 ID documents



2.1 Assurer Challenge

2.1 Assurance Practice - CATS

How many have passed the CATS Test ?



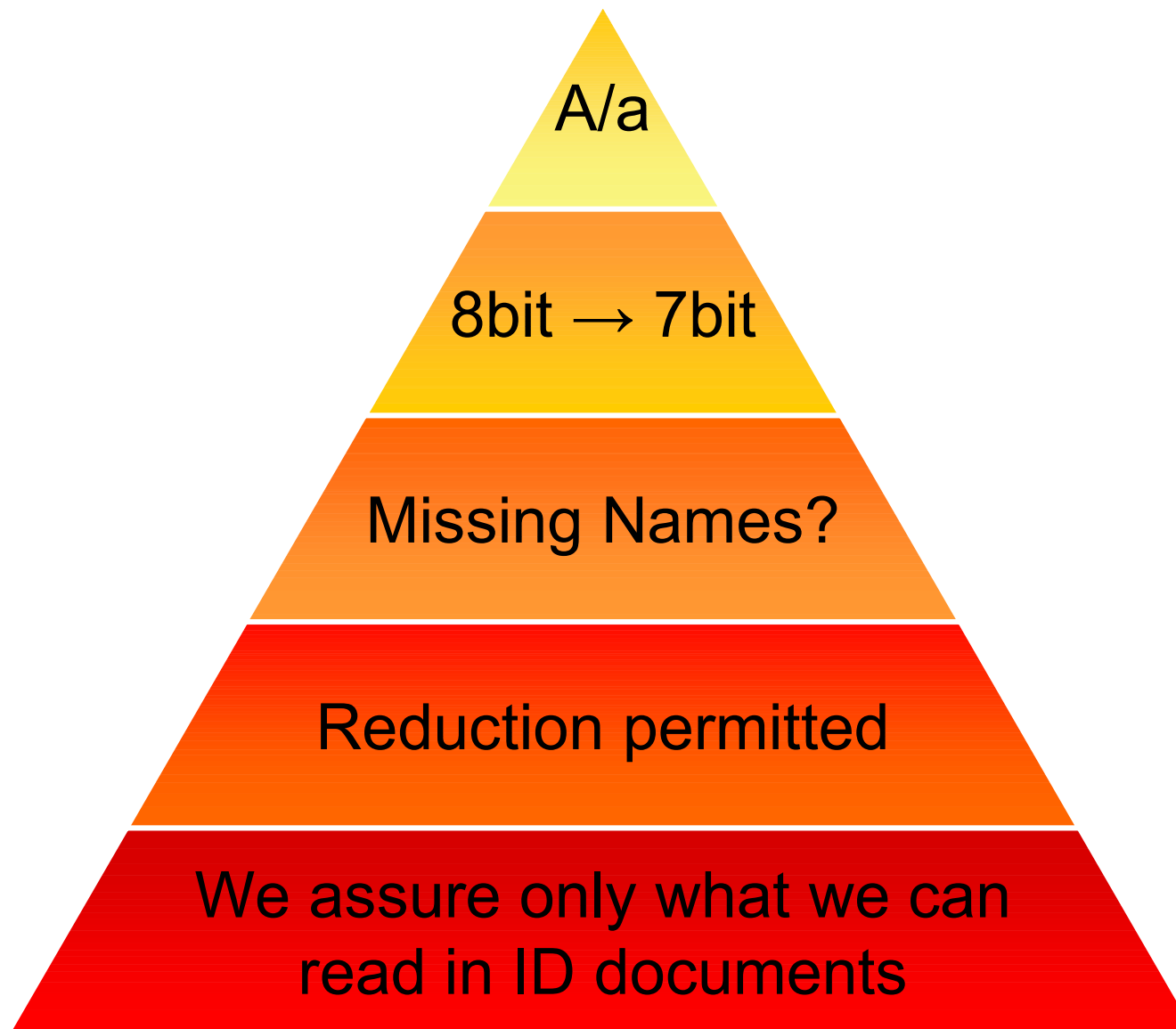
2.1 Assurance Practice - CATS

- CATS: CAcert Automated Training System
- 80% of 25 multi-choice questions
- The First Challenge:
Install a Client Cert
(currently problems with Class3 certs, install
Class1 Client Cert)



2.2 Names Rules

2.2 Assurance Practice – Names: Strict Rules



2.2 Assurance Practice – Names: Relaxed Rules

- Samples „Relaxed Rules“
- NL Tussenvoegsels
- NL Common Short Givennames
Immanuel → Mendel
- digraphs → ij ↔ y, ph ↔ f
- GR greek Givennames variations
- FR LASTNAME, Givenname x¹)

2.2 Assurance Practice – Names: Relaxed Rules

- International Requirements forces CAcert to go the „Relaxed“ way
- Main Question:
Can we bring the member into Arbitration ?
- Did I've noted as the Assurer all Names from the ID docs ? (Documentation !)
- Then: we're still on the save side !

2.2 Assurance Practice – Names: Relaxed Rules

- Can we handle Names with the „Strict Rules“ ?
- If YES: finished
- If NO: continue with „Relaxed Rules“
- Related „Relaxed Rules“ found ?
- If YES: finished
- If NO: probably a case for Arbitration
- More on „Relaxed Rules“: see PracticeOnNames




2.3 2-Times Check !

2.3 Assurance Practice – 2-Times Check

- We check twice !!

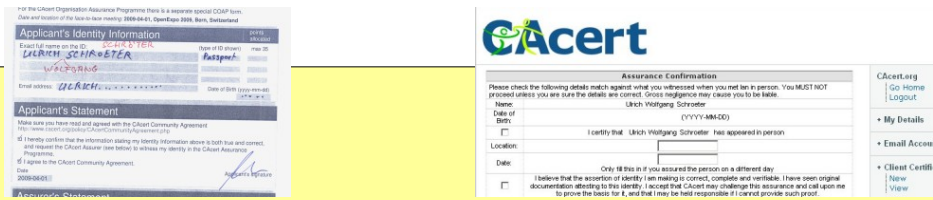
• Meeting: ID doc ↔ CAP-Form

- Check all Name-Rules



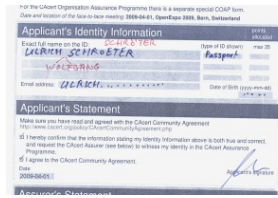
• @Home CAP-Form ↔ Account

- Check all Name-Rules



2.3 Assurance Practice – 2-Times Check

Sample: Transliteration



Document	CAP-Form	Account	
Ö	→ Ö	→ Ö	permitted
Ö	→ Ö	→ OE	permitted
Ö	→ OE	→ Ö	prohibited
OE	→ Ö	→ ...	prohibited

„prohibited“ means:
Assurance has to stop!



2.3 Assurance Practice - Documentation

- Complete Documentation is **ESSENTIAL**
- Write down all Names and variations from several ID documents.
- Note variations as seen in the ID doxs !
- Identify: Givenname(s), Lastname(s)
- Use backside of the CAP form

Beispiel

For the CAcert Organisation Assurance Programme there is a separate special...
Date and location of the face-to-face meeting: 2009-04-01, OpenExpo 2009, Bern, Switz.

Applicant's Identity Information

Exact full name on the ID: **SCHRÖTER**
ULRICH SCHRÖTER (type of ID shown) max 35
WOLFGANG **Passport**

Email address: **ULRICH.** Date of Birth (yyyy-mm-dd)

Added note by the Assurer

Діяльність

2.4 Signatures

2.4 Assurance Practice - Signatures

- Most of us are no Graphologists
- Assuree signs under the eyes of the Assurer
- Signature may vary from time to time
- Verification with Secondary documents
(Creditcard, Bank card, ...)
- „Sign equal as ... “ is unprofessionell



A calendar for November 2006. The days of the week are listed at the top: M, T, W, T, F, S, S. The dates are arranged in rows. The 22nd is highlighted with a dark grey background.

	M	T	W	T	F	S	S
45	30	31	1	2	3	4	5
46	6	7	8	9	10	11	12
47	13	14	15	16	17	18	19
48	20	21	22	23	24	25	26
49	27	28	29	30			
50							

2.5 Dates

2.5 Assurance Practice - Dates

- **50% Error rate in Audit 2009**
- **3 Steps to check Dates:**
 1. Date Format, check Year to Year, Month to Month, Day to Day
=> 1985/06/09 1985-09-06 06.09.1987
 2. Check number by number
=> Disorders ? 01 ↔ 10 ...
 3. Write down the Month in letters
=> 04 → Apr



2.6 Identification documents

•2.6 ID documents

1. Before the Meeting
2. At the Meeting
3. Security Features
4. Unfamiliar Documents
5. The Assurance Statement

2.6.1 Assurance Practice – IDdoxs - Homework

- **What documents can you expect?**
- **By location:**
 - Where are you going ?
 - Whom can you expect to meet there?
 - What are they likely to have?
- **By appointment:**
 - Ask the Assuree

2.6.1 Assurance Practice - IDdoxs - Homework

- **Where to get info about (unfamiliar) documents and their security features ?**
 - Request it from your government
 - Visit a customs or immigration office
 - Search the Web
 - Ask other Assurers (note privacy)
- Can be done before, during, after the meeting ...

2.6.1 Assurance Practice - IDdoxs - Homework

- **Resources on the web:**
 - PRADO: European Passports and Idcards
 - CAcert Wiki AcceptableDocuments
 - Wikipedia
 - Your favourite search engine
- **Be cautious!**

Many sources are weak, Check many places, (reduce points for less confidence)

PRADO Online Database

The Council of the European Union

PRADO

English (en)

PRADO Home

Identity & Travel Documents -

Search by Issuing Country

Select Country:

Search by Title

Glossary

Dictionary

Identity & Travel Documents - National Contact Points

Help / FAQs

About Us

Countries Participating in PRADO

AUT - Austria (23)	FIN - Finland (24)	MLT - Malta (10)
BEL - Belgium (29)	FRA - France (46)	NLD - Netherlands (26)
CYP - Cyprus (4)	GBR - United Kingdom (32)	POL - Poland (40)
CZE - Czech Republic (23)	GRC - Greece (3)	PRT - Portugal (20)
DEU - Germany (16)	HUN - Hungary (27)	SVK - Slovakia (4)
DNK - Denmark (25)	ITA - Italy (16)	SVN - Slovenia (9)
ESP - Spain (35)	LTU - Lithuania (21)	SWE - Sweden (33)
EST - Estonia (29)	LVA - Latvia (21)	

Fertig

25 Fehler / 1 Warnung

91.194.202.11

- 2.6 ID documents
 1. Before the meeting
 - 2. At the Meeting**
 - 3. Security Features**
 - 4. Unfamiliar Documents**
 - 5. The Assurance Statement**

2.6.2 Assurance Practice – The Meeting

- **Standard is:**
 - At least one:
 - Government-issued
 - Photo IdDox
 - Ask for more IdDox
 - Signature more up-to-date
 - better reliance



2.6.2 Assurance Practice – The Meeting

- Names
 - all letters, in full
 - Note addtl. Names
- Date of Birth
 - Format ?
 - ask
- Expiry date
- Issuing office

Identity Verification Form

CAcert Inc. - P.O. Box 4107 - Denistone East NSW 2112 - Australia
CAcert's Root Certificate sha1 fingerprints, class 1: 135C EC36 F49C B8E9 3B1A B270 CD80 8846 76CE 8F33, class 3: DB4C 4289 0737

The CAcert Assurance Programme (CAP) aims to verify the identities of Internet users through face witnessing of government-issued photo identity documents. The Applicant must provide to the CAcert Community that the Assurer has met and verified the Applicant's identity documents. Assurer may leave a copy of the details with the Applicant, and return the final form after the meeting. If there are any doubts or concerns about the Applicant, the Assurer may allocate points. You are encouraged to perform a mutual Assurance.

For more information about the CAcert Assurance Programme, including a list of Assurers, please visit: <http://www.cacert.org>

A CAcert Arbitrator can require the Assurer to deliver the complete form. After 12 months this form should be securely disposed of to prevent identity misuse. The Assurer does not retain copies of ID at all.

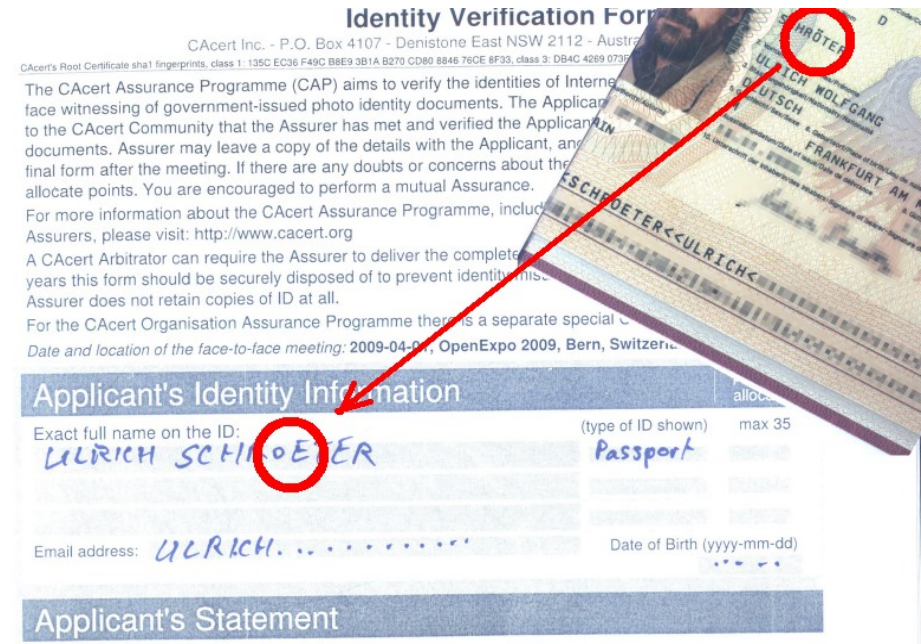
For the CAcert Organisation Assurance Programme there is a separate special form. [Date and location of the face-to-face meeting: 2009-04-01, OpenExpo 2009, Bern, Switzerland](#)

Applicant's Identity Information

Exact full name on the ID:	(type of ID shown)	allocated
ULRICH SCHNOETER	Passport	max 35
Email address: ULRICH.	Date of Birth (yyyy-mm-dd)	

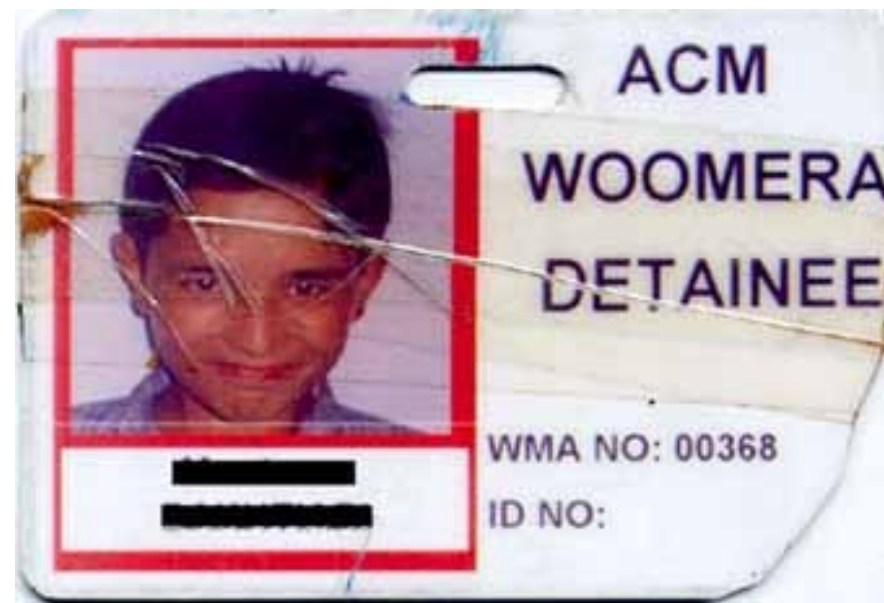
Applicant's Statement

I, the undersigned, hereby certify that I have met and verified the Applicant's identity documents. I have allocated points to the Applicant as follows: ...



2.6.2 Assurance Practice – The Meeting

- Photo
 - Affixed ?
 - Integrated ?
 - Signs of tampering?



2.6.2 Assurance Practice – The Meeting

- Person ↔ Photo ?
- A striking similarity ?
- Check issue date ...



- 2.6 ID documents
 1. Before the Meeting
 2. At the Meeting
 - 3. Security Features**
 - 4. Unfamiliar Documents**
 - 5. The Assurance Statement**

2.6.3 Assurance Practice – The Meeting

- Check Security Features?
 - Stamps
 - Watermarks
 - Reliefs
 - Holograms
 - Kinegrams
 - UV features
 - Microscripts
- Note what you found
- Use a UV lamp ...



2.6.3 Assurance Practice – The Meeting

- Advanced features
 - Some lines are not!
 - Hidden texts (AU)
 - Copy of Photo (D,AU)
 - Perforated copy of photo (NL)
 - Other ?
- Note what you find
- Signs of tampering ?



- 2.6 ID documents
 1. Before the Meeting
 2. At the Meeting
 3. Security Features
 - 4. Unfamiliar Documents**
 - 5. The Assurance Statement**

2.6.4 Assurance Practice – The Meeting

- Unfamiliar Documents
- Surprise !
IdDoxs can be:
rare, unfamiliar, strange
inappropriate, useless,
false, fraudulent,
dubai-ous...
- Don't Panic!
- „These documents are unfamiliar to me“



2.6.4 Assurance Practice – The Meeting

- Unfamiliar Documents
- Don't Panic!
- Verify what you can
- Record the features
- Postpone the decision
- Do homework later



- 2.6 ID documents
 1. Before the Meeting
 2. At the Meeting
 3. Security Features
 4. Unfamiliar Documents
 - 5. The Assurance Statement**

2.6.5 Assurance Practice – The Meeting

- Unfamiliar Documents
- Recall the Purpose of Assurance
„your confidence in your Assurance Statement“
- AP says:
less Points if less confidence
ZERO Points if ZERO confidence
- If Negative Confidence
carry on, collect the evidence,
file a dispute



2.6.5 Assurance Practice – The Meeting

- Unfamiliar Documents
- Rough Guide
- If the very first time, and it feels like a real document (it's like one you already know) security features are found research checks out
- Allocate half Points

2.6.5 Assurance Practice – The Meeting

- Unfamiliar Documents
- Whatever happens ...
Inform the Assuree
- It is YOUR statement
The Community
is RELYING
on you!





Questions?