



## 2. Assurance Practice

## 2. Assurance Practice

➤ **2.1 Assurer Challenge**

**2.2 Names**

1. Strict Rules

2. Relaxed Rules

**2.3 Double 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 certificate

## 2. Assurance Practice

### 2.1 Assurer Challenge

### ➤ 2.2 **Names**

1. Strict Rules

2. Relaxed Rules

### 2.3 **Double Check**

### 2.4 **Signatures**

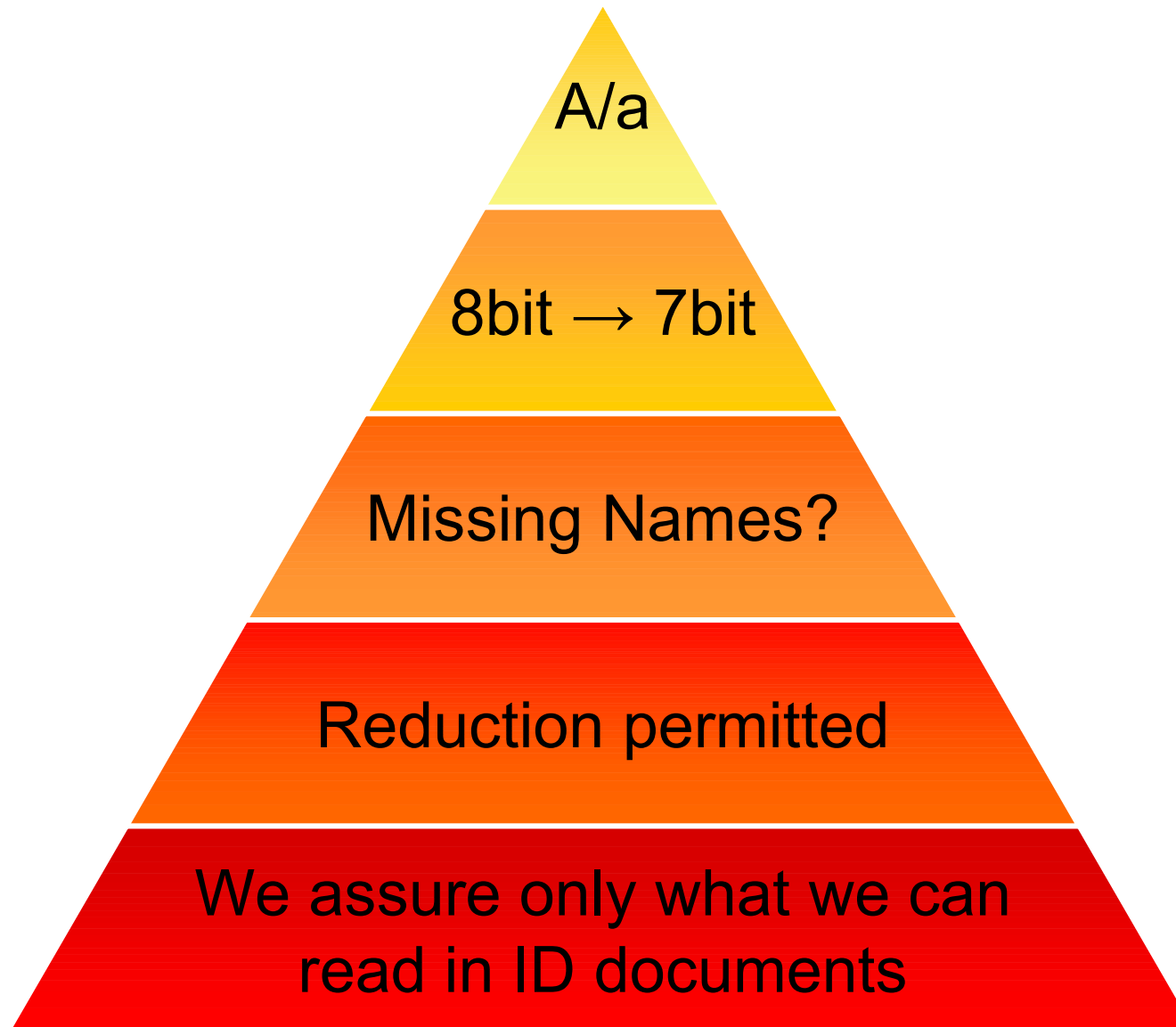
### 2.5 **Dates**

### 2.6 **ID documents**

## 2.2 Name Rules

### 1. Strict Rules

## 2.2.1 Assurance Practice – Names: Strict Rules





# 2.2 Name Rules

## 2. Relaxed Rules

## 2.2.2 Assurance Practice – Names: Relaxed

- Samples „Relaxed Rules“
- NL Tussenvoegsels
- NL Common Short Givennames  
Immanuel → Mendel
- digraphs → ij ↔ y, ph ↔ f
- GR greek Givennames variations
- FR LASTNAME, Givenname
- CH too. often w/o comma

## 2.2.2 Assurance Practice – Names: Relaxed

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

## 2.2.2 Assurance Practice – Names: Relaxed

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

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## 2.3 Double Check!

# 2.3 Assurance Practice – Double Check

- We check twice!!



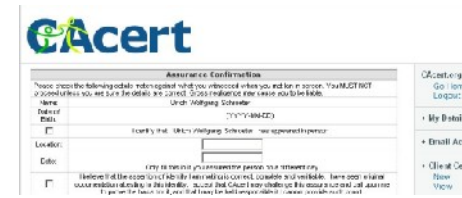
- Meeting: ID doc ↔ CAP form
  - Check all name rules



- @Home CAP form ↔ Account
  - Check all name rules

# 2.3 Assurance Practice – Double Check

## Sample: Transliteration



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

„prohibited“ means:  
**Stop Assurance!**



## 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

# Example

For the CAcert Organisation Assurance Programme there is a separate special application form.  
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  
**Passport**

**WOLFGANG**

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

**Added note by the Assurer**

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Digitization

## 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

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## 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



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## 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 screenshot shows the PRADO website interface. At the top, the browser title is "PRADO – Homepage of the Public Register of Authentic Travel and Identity Documents Online - Mozilla Firefox". The address bar shows the URL "http://prado.consilium.europa.eu/EN/homeIndex.html". The page header features the Consilium logo (European Union flag) and the text "COUNCIL OF THE EUROPEAN UNION PUBLIC REGISTER OF AUTHENTIC IDENTITY AND TRAVEL DOCUMENTS ONLINE". A navigation menu includes "Home", "Search by", "Glossary", "Dictionary", "Check numbers", "About Us", and "FAQ".

**Welcome to PRADO !**

Please note that the information on European travel and identity documents in this database is **not yet complete**; several documents and versions of documents are still missing. Please visit us again soon to see if the document you are searching for has been included in our database in the meantime.

Whatever a document's origin, please address any question relating to it to your **national contact point**. Only there will you be able to obtain extra information (including particulars of foreign documents).

**When checking security features of documents: FEEL, LOOK, TILT!**

**Latest Documents**

<b>ESP - Spain</b>		
CERTIFICADO DE REGISTRO DE CIUDADANO DE LA UNIÓN		
<b>ESP-XO-02002</b>	X - Other document	First Issued On: 02.04.2007
<b>AUT - Austria</b>		
Fertig		

The bottom of the browser window shows a taskbar with a timer at 0:141, a network status icon, and the IP address 91.194.202.185.

## 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 - Denstone East NSW 2112 - Australia  
CAcert's Root Certificate sha1 fingerprints: class 1: 135C EC36 F49C 8859 3B14 B270 CD60 804E 79CE 3F3C, class 0: D84D 4289 079D

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 a copy of the original document 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 the role 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.

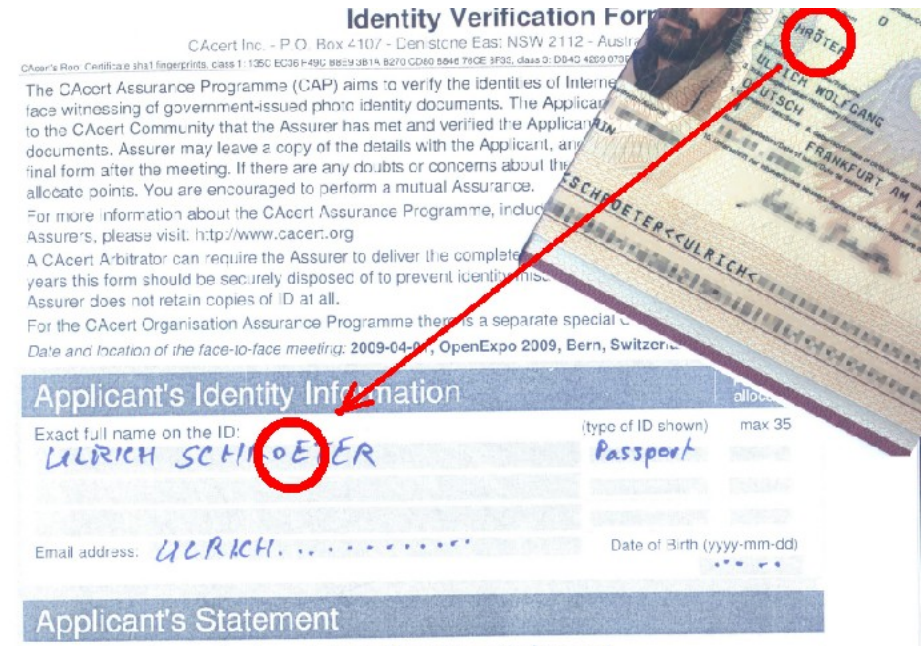
For the CAcert Organisation Assurance Programme there is a separate special CAcert Assurance Form. Date and location of the face-to-face meeting: 2009-04-01, OpenExpo 2009, Bern, Switzerland

**Applicant's Identity Information**

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

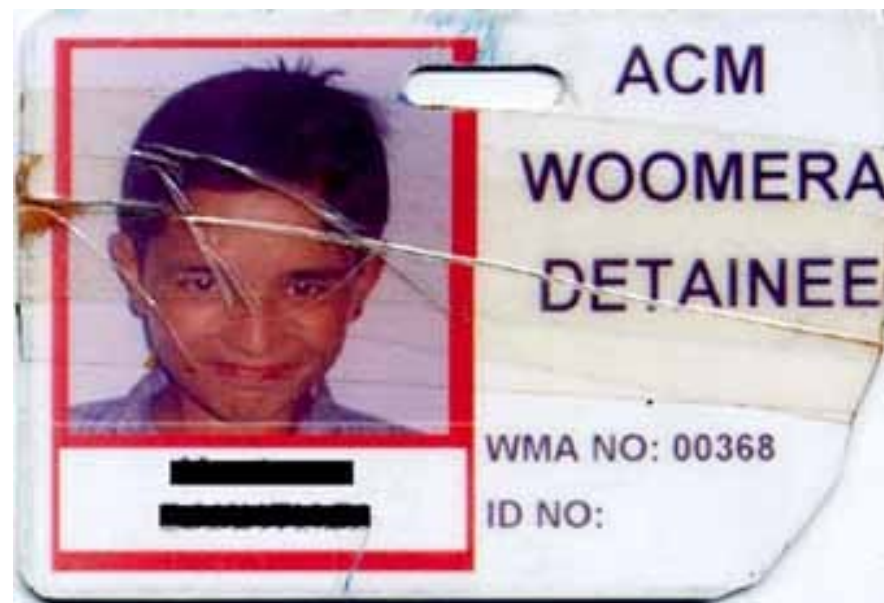
**Applicant's Statement**

I, the undersigned, hereby certify that the above information is true and correct to the best of my knowledge and belief. I understand that this information is being used for the purpose of verifying my identity for the CAcert Assurance Programme.



## 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 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!



## 2.6 ID documents

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# Questions?