

Terms and conditions
for the use of the time stamp service
offered by
CERTSIGN Time Stamping Authority 2
of
CERTSIGN SA

**Important
Notice**

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Document History

Version	Date ¹	Reason	The person who made the change
1.0	February 2017	First version publishing	PPMB
2.0	March 2017	Second version, after interim audit	PPMB
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Owner	Author	Date created
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¹ If no day is specified it is considered the last day of the month

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1 Information about the present document

This document, hereinafter referred to as "TC CERTSIGN Time Stamping Authority 2", describes the conditions in which CERTSIGN Time Stamping Authority 2 of SC CERTSIGN SA („CERTSIGN") provides time stamping services. This document does not replace the CERTSIGN Time-Stamping Authority 2 Policy and Practice Statement (hereinafter referred to as "TSPS") CERTSIGN.

The scope of the "TC CERTSIGN Time Stamping Authority 2" is to establish the terms and conditions regarding the supply of time stamp services that need to be known by subscribers and third parties.

Before requesting time stamping services from the CERTSIGN Time Stamping Authority 2, subscribers need to read the two documents mentioned above and accept all the terms along with the ones in the "TC CERTSIGN Time Stamping Authority 2". These can be found at: <http://www.certsign.ro/repository>.

The provision of time stamping services is done according to the TSPS, which is considered part of the "TC CERTSIGN Time Stamping Authority 2".

2 Version control

The current version of the „TC CERTSIGN Time Stamping Authority 2" was approved by the Trust Services Business Unit Director and came into force at the date specified in the page containing information about version control.

This version of the „TC CERTSIGN Time Stamping Authority 2" is subject to periodical amendment and change in accordance with the policies and guidelines adopted by the CERTSIGN.

Subscribers who do not accept the modified terms and regulations of the „TC CERTSIGN Time Stamping Authority 2" must notify in this respect CERTSIGN within 15 days from the approval of the new document version. This will lead to termination of the contract related to the provided time-stamping services.

3 Contact information for CERTSIGN Time Stamping Authority 2

Further information about this document can be provided by the Information Security Officer.

Company contact information

CERTSIGN SA

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Web: www.certsign.ro

E-mail: office@certsign.ro

Any communication between parties, referring to the execution of the Subscriber agreement for the supply of time stamp services, shall be transmitted in writing by e-mail at office@certsign.ro. Any written document must be registered at the moment of transmission as well as at the moment of receipt.

4 Definitions

Coordinated Universal Time (UTC): Time scale based on the second as defined in Recommendation ITU-R TF.460-6. For all practical purposes, UTC is equivalent to the solar time average in the prime meridian (0°). More specifically, UTC is a compromise between the highly stable atomic time (Temps Atomique International - TAI) and the solar time derived from the irregular Earth rotation. The UTC is the principal standard of the hour by which the world regulates clocks and the time.

Relying party: The recipient of a time-stamp who relies on that time-stamp.

Stamping Authority (TSA): It is the TSP providing time-stamping services using one or more time-stamping units.

Subscriber: Legal or natural person to whom a time-stamp is issued.

Time-stamp: Data in electronic form which binds other electronic data to a time, providing evidence that these data existed at such time.

Time-stamp policy: A set of rules that indicate the applicability of a time-stamp to a community and/or class of application of the common security requirements. This is a specific type of trust service policy as defined in ETSI EN 319 421.

Time-stamping service: trust service for issuing time-stamps.

Time-Stamping Unit (TSU): The set of hardware and software which is managed as a unit and has a single time-stamp signing key active at a time.

Trust Service Provider (TSP): entity which provides one or more trust services.

TSA Disclosure statement: a set of statements about the policies and practices of a TSA which particularly require emphasis in the disclosure to subscribers and relying parties, for example to meet regulatory requirements.

TSA practice statement: a statement of the practices that a TSA employs in issuing time-stamps.

TSA system: Set of IT products and components employed to provide support to the provision of time-stamping services.

CERTSIGN TSA: represents "CERTSIGN Time Stamping Authority 2" that is the CERTSIGN Time Stamping Authority operating in accordance with the ETSI EN 319 421 "Policy and Security Requirements for Trust Service Providers issuing Time-Stamps"

5 The applied Time-stamping policy

The current version of the policy is available at the following address:

<http://www.certsign.ro/repository>

6 Applicable technical standards

At the time of publication of this document, the applicable technical standards are the ones described in the TSPS, in chapter 2 References.

7 The hashing algorithms accepted for representing the data to be time stamped

The accepted algorithms are SHA512, SHA384 and SHA256.

8 About time stamps

CERTSIGN Time Stamping Authority 2 provides time stamping services in compliance with the provisions of EU Regulation 910/2014 on electronic identification and trust services for electronic transactions in the internal market, updated by Regulation 2024/1183.

Currently, a single type of time stamps is provided, under the following policy identifiers:

- **1.3.6.1.4.1.25017.2.2.1** (default value)
- **0.4.0.2023.1.1** (optional value)

The accepted algorithms for representing the documents for which time stamps are requested are SHA512, SHA384 and SHA256. The time stamps are signed by the current TSU with a 2048-bit private key, and the signing algorithm is SHA512, SHA384 or SHA256. Next TSU, from Q4 2026, will use 4096 bits keys.

9 The estimated life span of the digital signature used for signing the time stamps

The estimated life span of the digital signature applied to the time stamps (in other words, the reasonable time that any unauthorized entity is warranted to not be able to sign instead of the CERTSIGN Time Stamping Authority 2) depends on the hashing algorithm used, the signing algorithm used and the length of the private key. Currently, this life span is estimated to 10 years.

10 The time accuracy of the timestamp with regards to UTC time

The time stamps issued contain a time synchronized with UTC time, with a +/-1s accuracy. CERTSIGN Time Stamping Authority 2 will not issue time stamps with a lower accuracy than the one declared.

11 Limitations in using the stamping service

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There is no limitation to the applicability of the time stamps issued in compliance with the policy identified by number **1.3.6.1.4.1.25017.2.2.1**

12 Obligations of CERTSIGN Time Stamping Authority 2

CERTSIGN Time Stamping Authority 2 will ensure conformity with the practices and procedures set by the time stamping policy TSPS. No exceptions are allowed to these rules. CERTSIGN will ensure permanent access to CERTSIGN Time Stamping Authority 2's services, through its 24/7/365 activity, except for the scheduled technical breaks as laid out in separate documents, regarding the maintenance of the equipment and system. CERTSIGN Time Stamping Authority 2 shall fulfill all of its obligations to subscribers as they appear in this document, including the availability and the accuracy of the service.

Depending on the type of time-stamp issued, CERTSIGN guarantees that it will make efforts to:

- properly check the identification of the algorithm used for generating the fingerprint;
- ensure the time accuracy assumed through this policy;
- ensure the security of the private key used for signing the time stamps (to ensure that: the private key used for signing cannot be calculated from the public key, to ensure that the private key did not expire and that the same key cannot be accessed and used by any unauthorized person, that the key shall only be used for issuing timestamps).

13 Subscribers' obligations

To use a method or software toolkit provided by CERTSIGN in order to request and receive time-stamps from CERTSIGN Time Stamping Authority 2, unless otherwise specified in the Subscriber agreement.

To verify the electronic signature of CERTSIGN Time Stamping Authority 2 when they receive the time stamp and also to check the status of the certificate of CERTSIGN Time Stamping Authority 2.

Also, they need to check the Certificate Revocation List or the OCSP Server, so that the certificate used for signing time stamp is trusted and valid.

14 Third parties obligations

Relying Parties shall use the public key included in the TSU certificate and CA certificates to perform the verification that the time-stamp has been correctly signed by the TSA.

The verification of the TSU certificate revocation shall be done by using the OCSP service available at <http://ocsp.certsign.ro> or CRL available at <https://crl.certsign.ro/certsign->

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[qualifiedca2023rsa.crl](#).

If such verification takes place after expiry of the certificate validity period, the Relying Party should follow the guidance in Annex D of ETSI EN 319 421, Electronic Signatures and Infrastructures (ESI); Policy and Security Requirements for Trust Service Providers issuing Time-Stamps.

15 Processing of personal data

If the time stamps are used with a certificate, CERTSIGN, in order to provide the time stamp service, will process the data in the certificate submitted by the Beneficiary.

These data will be kept by CERTSIGN for 10 years.

Personal Data in the certificates may be disclosed to the following recipients: the data subjects to exercise their rights, CERTSIGN shareholders, auditors, to the Surveillance Body in accordance with applicable law, to public institutions based on public law obligations, our lawyers in order to represent us in the event of a possible litigation or for consultancy, bailiffs for contractual communications or for the execution of any court decision, debt recovery companies, CERTSIGN's contractual partners (courier companies, etc.) for the conclusion and execution of the contract, CERTSIGN affiliated companies and in any other justified circumstances with the prior notification of the Subject / Beneficiary, but only in order to achieve the aforementioned purpose.

The subject has the right to information and access to his personal data, the right to rectify the data if it is inaccurate and the right to lodge a complaint with the supervisory authority, ANSPDCP.

In order to exercise the Subject's rights over its personal data, the Subject may address the CERTSIGN Personal Data Protection Department to the following contact details:

- email address: dpd@certsign.ro
- Address: 29A, Tudor Vladimirescu Bvd., AFI Tech Parc 1 building, 2nd floor, Bucharest, sector 5.

16 Period for which CertSign Time Stamping 2 stores recorded data

TSP event logs are stored in files on the system disk until they reach the maximum admissible limit. Once the allocated space has been exceeded, the logs are stored in archives and are only available off line. Archived logs are kept for at least 10 years.

17 Applicable law

The law governing the time stamping services issued by CERTSIGN Time Stamping Authority 2 is: Regulation (EU) No 910/2014 of the European Parliament and of the Council of 23 July 2014 on electronic identification and trust services for electronic transactions on

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the internal market and repealing Directive 1999/93/EC, updated with Regulation 2024/1183.

18 Limitations of CERTSIGN Time Stamping Authority 2 liability

CERTSIGN is not responsible for:

- Damage resulting from force majeure and / or act of God, as defined by the national law. Damages to the subscriber or third parties caused by any negligence, misuse or failure to comply with the obligations under TSPS and „TC CERTSIGN Time Stamping Authority 2” by the Subscriber.

The present liability article is completed with the stipulations from the liability article in the agreement concluded between the subscriber and CERTSIGN.

19 Settlement of disputes

Any disputes arising from the provision of time stamp services shall be settled amicably.

If litigations cannot be settled amicably, they will be subject to settlement or, in the event of their failure, to the courts of CERTSIGN's headquarters, in accordance with Romanian law

20 Service availability

CERTSIGN has taken all the necessary measures to ensure maximum availability of its services, including the creation of a center for disaster recovery. More details can be obtained from the TSPS, available at: <http://www.certsign.ro/repository>.

21 Compliance

TSA CERTSIGN confirms that the TSA is audited every 24 months by a compliance assessment body. The assessment report is sent to the National Supervisory Body. If the assessment body asks TSA to remedy any non-compliance with the requirements, TSA will act accordingly and in a timely manner. The Supervisory Body will be informed of any change in the provision of the TSA.

Compliance assessment is done by accredited bodies to certify Trusted Service Providers (TSPs) under Regulation (EU) no 910/2014, updated with Regulation 2024/1183.

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