Netherlands Scheme for Certification in the Area of IT Security (NSCIB)

Nederlands Schema voor Certificatie op het gebied van IT-Beveiliging (NSCIB)

NSCIB Scheme Instruction 06

Certification ID numbering

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Report title Certification ID numbering
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1 Purpose of this document
This instruction provides a method for handling Certification IDs throughout the lifecycle of an evaluation and certification project and its optional re-evaluations. It also addresses the issue that TrustCB requires every certificate they issue to be uniquely identified while still maintaining easy reference to previously issued certificates related to the same product.

2 Certification ID
After acceptance of the NSCIB Application Form, TrustCB generates a unique certification/project ID (YYXXXXX-NN). This number is fully formatted as NSCIB-TT-YYXXXXX-NN-MAn, where:

- NSCIB is the scheme identifier,
- TT is the certification type (CC for product certifications, PP for Protection Profiles and SS for Site Certification). Used in the full version of the Certification ID.
- YY is a two-digit year (YY) reflecting acceptance of application,
- XXXXX is an increasing number for that year, generated and assigned by TrustCB
- NN is the certification iteration suffix.
- MA is the maintenance indicator for a Maintenance Addendum.
- n is a counter.

This number shall be used as the Certification/project ID in all documentation and correspondence related to the evaluation of the product.

If an application is received for recertification of a certificate, the same base Certification ID (NSCIB-TT-YYXXXXX) will be used, with the certification iteration suffix (-NN) increased by one to indicate an iteration of the certification.

If an application is received for maintenance of an existing certification, the maintenance indicator (-MAn) is appended to the NSCIB-TT-YYXXXXX-NN of the original certification. The -NN is unchanged from the original certification.

As per NSI_12_Project_Communication, the Certification ID should be used in all certification related information exchange, including emails and naming of project documents. In case of re-certification and maintenance the suffix should also be included in the Certification ID.

3 Document numbering convention
The following describes the numbering convention to be used on documents (this is based on, but distinct to, the certification ID).

<table>
<thead>
<tr>
<th>Format</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certification/project ID</td>
<td>NSCIB-YYXXXXX-NN</td>
</tr>
<tr>
<td>(abbreviated i.e. in emails)</td>
<td>[YYXXXXX-NN]</td>
</tr>
<tr>
<td>Certificate number</td>
<td>NSCIB-TT-YYXXXXX-NN</td>
</tr>
<tr>
<td>Certification Report (n th issuance)</td>
<td>NSCIB-TT-YYXXXXX-NN-CRn</td>
</tr>
<tr>
<td>Maintenance Addendum report (1st addendum to issued certification)</td>
<td>NSCIB-TT-YYXXXXX-NN-MA1</td>
</tr>
<tr>
<td>Maintenance Addendum report (n th addendum to issued certification)</td>
<td>NSCIB-TT-YYXXXXX-NN-MAn</td>
</tr>
<tr>
<td>Certificate update for administrative purpose</td>
<td>NSCIB-TT-YYXXXXX-NN.n</td>
</tr>
</tbody>
</table>