

**U.S. Nuclear Regulatory Commission (NRC)
Authentication and Credentialing Services
External Partner Medium Hardware Assurance
Digital Certificate Subscriber Agreement**

The NRC provides authorized external partners with medium hardware assurance electronic identity credentials in the form of a smart card and digital certificates. These credentials are the property of the NRC and must be surrendered upon request. Read the following statements and instructions prior to appearing before an NRC-appointed trusted agent or notary public to execute this agreement.

Public Law 99-474, (Title 18, United States Code) Chapter XXI, section 1030 provides that:

Whoever ... intentionally accesses a computer without authorization or exceeds authorized access, and thereby obtains, ... alters, or damages information, ... or impairs the availability of data, a program, a system, or information, ... or traffics in any password or similar information through which a computer may be accessed without authorization, ... [where] such computer is used by or for the Government of the United States ... shall be punished [by] ... a fine under this title or imprisonment for not more than 10 years, or both.

REPORT UNAUTHORIZED USE OR ACCESS TO THE INFORMATION SYSTEMS SECURITY OFFICER at 1-301-415-7553, or to an alternate if designated.

1. You understand that the VeriSign Non-Federal Shared Service Provider Certification Practice Statement (CPS) found at <http://www.verisign.com/repository> governs the use of NRC digital certificates for external partners.
2. You agree to use your NRC smart card and digital certificates exclusively for authorized and legal purposes consistent with the CPS. The Personal Identification Number (PIN) protecting your smart card, and the private keys stored on your smart card, may only be used by you. Unauthorized users of your PIN and private keys include IT support staff, subordinates, superiors, and family members.
3. You agree to protect your smart card and PIN like a bankcard and PIN, under your sole custody and control. You also agree to protect your Digital Certificate Center password and security questions.
4. When you pick up your digital certificates, you agree to review the information in the certificates before using them and to follow the instructions provided for pickup to report any errors promptly.
5. You agree to report any compromises or suspected compromises of the smart card or digital certificate private key, including access of the private key by any other person, to the Information Systems Security Officer at the telephone number shown above, immediately upon discovery of the possible access, compromise, or loss.
6. You agree to inform your NRC Program Sponsor in a timely manner if any of the information you provided changes, such as your name or address of record, or if you no longer require your certificates due to extended leave or termination without cause of your NRC relationship.
7. You agree not to export your smart card or use your digital certificates to encrypt data in violation of the U.S. export regulations or the laws of any country.

Applicant's Full Name: _____
(Print name as it appears on your driver's license or DMV ID Card)

Address of Records (Home): _____

Date of Birth (MM/DD/YYYY): _____

Applicant's E-mail Address: _____

Primary ID: _____ ID Number: _____ Exp Date: _____
(Indicate driver's license or DMV ID Card)

Secondary ID: _____ ID Number: _____ Exp Date: _____
(Indicate government issuer and type of document)

Applicant: *"I declare under penalty of perjury that the foregoing information identifying me is true and correct. I attest that I have read and agree to abide by the foregoing policies, procedures, and rules of behavior governing the use and care of NRC-issued smart cards and digital certificates."*

Applicant Signature: _____ Executed on: _____
(Sign only in the presence of Notary Public or Trusted Agent)

Notary Public or NRC-appointed Trusted Agent: (Indicate by an X the ID documents examined)

Primary ID: Driver's License DMV ID Card
Secondary ID: Passport Other U.S. Federal U.S. State Gov U.S. Local Gov
 U.S. Tribal Gov Other: _____

Notary Public: (Modify as needed for the laws of your jurisdiction.) STATE OF _____
COUNTY OF _____. "Before me, the undersigned authority, on this day personally appeared, signed this agreement, and presented the above confirmed primary and secondary forms of identification and the separate facial photograph; the person named in this agreement, for the purpose of witnessing and notarizing this agreement." (On completion place all documents in envelope, seal closed, and sign the flap.)

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____, 20_____.

(SEAL)

Signature: _____

Name (print): _____

Address: _____

Telephone: _____

My Commission Expires: _____

NRC-appointed Trusted Agent: "I declare under penalty of perjury that I have validated the information on the agreement form, that I have confirmed the primary and secondary forms of identification and the separate facial photograph, and that I have witnessed the signing of the agreement by the applicant named in this agreement."

Witnessed By: _____ Title: _____
(Printed name of NRC-appointed Trusted Agent)

Signature: _____ Executed on: _____

REQUIRED Attachments: (If these requirements are not met, the application will be rejected.)

1. Include one legible photocopy of the front and back of the primary identification presented.
2. Include one legible photocopy of the secondary identification presented. The photocopy must show the picture, or, if the identification does not contain a picture, it must show the name, date of birth, gender, height, eye-color, and home address information; furthermore, the photocopy must show expiration date information
3. In addition to the two photocopies of the IDs, to the right, attach a separate facial photograph taken within the past six months with a current likeness. Photographic paper or good quality computer printing are acceptable.
4. If your name has changed and your legal name does not match the name on one or both forms of identification, include a legible photocopy of the official legal document that affirms the name change.

Minimum facial size in the separate photograph →

