

GlobalPlatform Certification Body

OSIA Scheme

Certification Decision Procedure Version 0.3

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1 Purpose and scope

1.1 Purpose

This procedure describes how certification decision based on evaluation report issued by a customer is taken.

1.2 Scope

This procedure applies to products submitted for OSIA (Open Standards Identity API) functional scheme certification

2 Responsibilities

- **Process Owner:**
 - Takes certification decision based on information provided by the **Functional Scheme Owner:**
 - Signs the Letter of Qualification (LOQ)

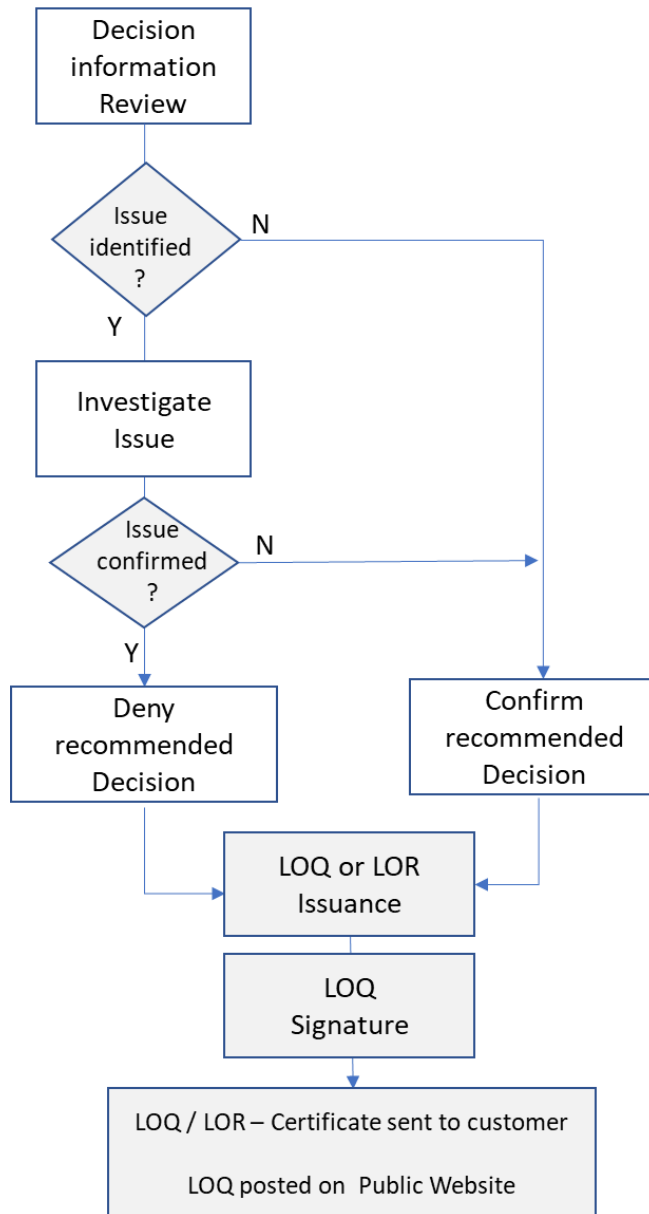
- **Functional Scheme Owner:**
 - Issues the LOQ or LOR (Letter of Rejection) and Certificate based on **Process Owner's** decision
 - Communicates LOQ and LOR to the customer
 - Triggers LOQ posting on GP Public website

3 Instructions

3.1 General

Certification Decision process goal is to determine the final certification decision related to products submitted by customers that apply for OSIA functional scheme certification

Certification Decision Procedure Diagram



3.2 Decision information review

1. Following an evaluation review, the following information are provided in the email to the [Process Owner](#):
 - The Test Report
 - The result of the controls performed during Test report review by [Functional Scheme Owner](#)
 - The Conformance Assessment Report (CAR) in case of NCIA (Non-Conformance Investigation Agreement) process
 - Comment to be included in the LOQ if this has been indicated in the CAR
 - The recommendation for the certification decision
 - o Issuance of standard Letter of Qualification (LOQ)
 - o Issuance of LOQ with comments
 - o Issuance of Letter of Rejection (LOR).
2. If the evaluation report has not been submitted within the 6 months maximum authorized period after QLA reception, the project is considered as 'abandoned'. The following information are provided in the email to the [Process Owner](#):
 - The certification reference and all related paperwork (Qualification and Listing Agreement (QLA), emails from Customer, etc.)
 - The recommendation for the certification decision to issue a Letter of Rejection (LOR).
3. The [Process Owner](#) upon reception of the email perform a global review of the information provided.
4. If no issue is identified, the [Process Owner](#) confirms the recommended decision to the [Functional Scheme Owner](#)
5. If an issue is identified, the [Process Owner](#) performs investigation with relevant people (Technical expert, Certification Director)
 - a. If the issue is confirmed, the [Process Owner](#) denies the recommended decision
 - b. If the issue is solved, the [Process Owner](#) confirms the recommended decision

3.3 LOQ or LOR Issuance

1. Following [Process Owner](#) 's decision and payment of the certification fees (or agreed delay of fees payment), the [Functional Scheme Owner](#) Issues the LOQ or the LOR and the Certificate
2. The [Functional Scheme Owner](#) posts the LOQ on the Secretariat File Server in the 'Tobesigned' folder and notifies the [Process Owner](#), by email, that the LOQ is ready to

be signed

3.4 LOQ signature

1. The **Process Owner** electronically signs the LOQ, posts the LOQ on the Secretariat File Server in the 'Signed' folder and notifies the **Functional Scheme Owner**, by email, that the LOQ has been signed

3.5 LOQ /LOR and Certificate communication

1. The **Functional Scheme Owner** sends the signed LOQ and Certificate or LOR to the customer
In case of LOR issuance, the reason for taking this decision is explained in detail to the customer (e.g. the product has Important interoperability issues, the certification was not completed within the 6 months maximum authorized period)
2. The **Functional Scheme Owner** triggers the LOQ posting on GP Public Website / Certified Product page with GP operational Secretariat.

4 Forms and Records

- 4.1 Test report provided by the Customer
- 4.2 Conformance Assessment Report (CAR) Data base records
- 4.3 Standard emails for recommendation regarding certification decision
- 4.4 LOQ, LOR, Certificate
- 4.5 GlobalPlatform Public Website

Attachments


None

5 Related Documents

None

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Revision	Date	Paragraph	Summary of change	Authorized by
V0.1	Sept 13, 2022	All	Initial version of document	Gil Bernabeu 06/02/2023 
V0.2	Oct, 17, 2022	-	Editorial changes	
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