

**Identity Ecosystem Steering Group (IDESG)**

**Self-Assessment Listing Service (SALS)**

**APPLICATION INSTRUCTIONS & SELF-ATTESTATION FORM**

**DRAFT March, 2016**

Please note: This draft may be modified during the SALS program's alpha testing period. IDESG representatives working with alpha testers may give you modified forms or modified instructions, which would override these instructions for purposes of the testing period.

***Purpose of the SALS program***

The IDESG Baseline Functional Requirements ("Baseline Requirements" or "Requirements") are a community-based set of criteria indicating the functional capabilities that are necessary to meet the goals of the National Strategy for Trusted Identities in Cyberspace (NSTIC), as stated in the Identity Ecosystem Framework (<https://www.idesg.org/The-ID-Ecosystem/Identity-Ecosystem-Framework/Development-of-the-IDEF>) published by IDESG.

Identity Ecosystem Service Providers ("Service Providers") are encouraged to use the Baseline Requirements as guidance for the competencies necessary for full participation in safe online identity ecosystems. The Requirements each identify the types of services and functions to which they apply: not all Requirements are relevant to all types of service. See the IDESG Functional Model ([https://wiki.idesg.org/wiki/index.php?title=IDESG\\_Functional\\_Model](https://wiki.idesg.org/wiki/index.php?title=IDESG_Functional_Model)) for further discussion about the various "digital identity management functions" performed by identity service providers.

Service Providers who voluntarily participate in the SALS, by using the Requirements to evaluate identity services that they provide, and reporting on their progress in doing so, assist IDESG and the digital identity community, by their sharing of information about the feasibility and status of industry adoption of NSTIC's goals.

Each step of the IDESG SALS process is a voluntary program. Service Providers may choose to self-report on their progress, using the Self-Attestation form, and also are permitted but not required to indicate when their service has reached full compliance with the Baseline Requirements. All persons providing information to IDESG for posting in the SALS program are required to agree to the IDESG SALS Supplemental Terms of Use ("Terms of Use") ([https://wiki.idesg.org/wiki/index.php?title=SALS\\_Supplemental\\_Terms\\_of\\_Use](https://wiki.idesg.org/wiki/index.php?title=SALS_Supplemental_Terms_of_Use)).

***Instructions for submissions to the SALS program***

Service Providers who are working toward compliance with the applicable Baseline Requirements, as well as those that have successfully implemented all of the applicable Requirements, may participate in the SALS program by providing a Self-Attestation form in the form attached here as Appendix A.

Each report is designed to address one or more specific identity services: A single provider entity may choose to submit more than one Self-Attestation, each representing a different service or set of services with their own attributes.

Service Providers may report interim results of their self-assessments — even if they have not yet completed their entire self-assessment against all applicable requirements. The Requirements, the "Self-Assessment Matrix" report form, and the SALS Self-Attestation form also are intended to be useful to identity service providers who are conducting their own preliminary internal review of the state of their services, even if those results are not reported to IDESG or the public via the SALS program.

When a provider completes and submits the Self-Assessment Matrix, and an SALS Self-Attestation form, that final package serves as both (a) an application, made by the Service Provider indicated below, for listing on the IDESG SALS, subject to the terms of the IDESG SALS Supplemental Terms of Use, and (b) as an attestation to successful or in-progress completion of the self-assessment process through application of the Baseline Requirements (that is, privacy, security, standards, and user experience criteria).

After Service Providers have submitted their Self-Assessment Matrix and a completed version of the Self-Attestation Form (a "Completed Application Package"), IDESG will perform a limited review of the Application Package to verify the authenticity of the submission and to ensure that the application is complete. After a successful verification, IDESG will then upload the Self-Assessment Matrix, or an image or data equivalent thereof, to the SALS public pages, displaying it as public information. The Matrix is designed to serve as a disclosable document. After a successful submission, the provider's Self-Attestation is not publicly posted, but its Matrix data is. Submitting a Completed Application Package grants IDESG permission to publish the Service Provider's Self-Assessment Matrix in accordance with the Terms of Use and the SALS Data Handling and Usage Policy ([https://wiki.idesg.org/wiki/index.php?title=Data\\_Handling\\_and\\_Usage\\_Policy](https://wiki.idesg.org/wiki/index.php?title=Data_Handling_and_Usage_Policy)).

All sections of an Attestation form marked as mandatory ("\*\*") must be completed when it is submitted. If for any reason it may be difficult to verify some, or all, of the information provided, please explain on the Attestation form.