



Australian Government

Department of Defence

Intelligence and Security - Australasian Information Security Evaluation Program

AI013

Australasian Certification Authority

AISEP Interpretation

AI No.	AI013
AI Version	1.0
Status	Final
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Issue Date	21 Mar 2012
Summary	This AISEP Interpretation provides policy in the AEP to include Evaluators' experience in the APR.
Reference	AISEP Evaluator Policy v4.0 (AEP)

Evaluation Requirement

At present, the ACA has an internal register of AISEF Evaluators but their experiences based on work packages are not recorded.

Background

In September 2011, members from the CCRA conducted a Voluntary Periodic Assessment (VPA) of the Australasian CC scheme. To maintain compliance with CCRA requirements, the following observation was made:

“It is suggested that the ACA maintains a register with updates of evaluator experience in performing work packages.”

Evaluation Guidance

To provide updates to the ACA internal register for Evaluators, upon release of AI013, the relevant affected paragraph in section 3.1.2 of the AEP (AISEF progress report) should read:

153 The APR **MUST** address the following items:

- a) **Prospective business:** The AISEF **MUST** provide the ACA with details of contacts made with prospective clients. The AISEF should indicate the likelihood of the prospective business entering the AISEP and the time frame expected. This allows the ACA to gauge the level of demand for AISEP services and to understand potential future certifier and resource requirements.
- b) **AISEF staffing:** The report **MUST** list all current AISEF staff members, and their current status or roles within the AISEF. This should include an indication of the percentage of time, against full time equivalence, that each staff member is allocated to AISEF activities and the amount of time spent on each work package. This section of the report should also highlight any changes in personnel or their status since the previous APR.
- c) **Licensing and accreditation status:** The report **MUST** state the current NATA licensing and accreditation status of the AISEF, highlighting any changes since the previous APR.
- d) **Program issues:** Any general issues in relation to the AISEP that the AISEF may wish to bring to the attention of the ACA **MUST** be included in the report.

Note: APM (Ref. 1) outlines a number of reporting requirements in addition to the APR.