

**Application form for Digital Locker Service Provider  
(DLSP)/ DL Repository Certification**

**(DLCS-01-02, Issue-1)**

**January 2017**

**STQC Directorate,  
Ministry of Electronics & Information Technology,  
Electronics Niketan, 6 CGO Complex, Lodi Road,  
New Delhi – 110003.**

**APPLICATION FORM**

1.	<b>Digital Locker Authority Ref. No.</b>	
2.	<b>Digital Locker Service Provider (DLSP/ DL Repository) Contact Information</b>	
	Organisation name:  Nature of the legal status in India:  Legal status reference details:  Nature of business in India:  Date of Incorporation:  Date of commencement of business:  Address of the Headquarters:  Address of the Registered office in India:  Address of the Data Centre Facility (for Repository)  URL (for DLSP)  Other Relevant Information	
	<b>Unique identifier</b>	
2	<b>Incorporation details of the holding company</b>	
	Name of organisation:  Nature of the legal status in India:  Legal status reference details:  Nature of business in India:  Date of Incorporation:  Date of commencement of business:  Address of the Headquarters:  Address of the Registered office in India:	

	Address of the Data Centre Facility:		
	Other Relevant Information		
3	<b>DLSP/ DL Repository Background</b>		
	Overview of services:		
4	<b>No.</b>	<b>Criteria</b>	<b>Description</b>
	Legal and compliance		
	1.	Right to audit	<p>Audit/ assessment reports that can be made available on request:</p> <ul style="list-style-type: none"> <li>• Penetration test</li> <li>• Threat and vulnerability risk assessment</li> <li>• Vulnerability scan</li> <li>• Performance Scan</li> <li>• Audit reports</li> </ul>
	2.	Compliances & Certificates	<p>The following guidelines/standards/regulations are adhered to:</p> <ul style="list-style-type: none"> <li>• IT Act*</li> <li>• ISO/IEC 27001*</li> <li>• ISO 9000</li> <li>• ISO/IEC 20000-1</li> <li>• ISO 27001, with additional controls of ISO 27040 adhered to (in respect of DL Repositories only).</li> <li>• Compliance to GIGW / ISO 40500 and OWASP top ten vulnerabilities* (in respect of DLSP only)</li> <li>• ISO/IEC 29100:2011</li> </ul>
	Data Control		
	3.	Data retention	<p>Data deleted by the user is retained as follows:</p> <ul style="list-style-type: none"> <li>• Minimum data retention period is: <ul style="list-style-type: none"> <li>➤ User data is retained for a period of:</li> <li>➤ Not retained</li> <li>➤ Deleted immediately</li> </ul> </li> <li>• Maximum data retention period is:</li> </ul>

			<ul style="list-style-type: none"> <li>Log data is retained for a period of:</li> </ul> <p>The following types of data are available for download by the digital locker user:</p> <ul style="list-style-type: none"> <li>log data</li> <li>Other</li> </ul>	
	5.	Data sovereignty	Declaration that all data is retained within the geographical location in India	
	6.	Non-disclosure	<ul style="list-style-type: none"> <li>Non-disclosure agreement template can be provided by digital locker service provider</li> <li>Digital locker service provider may use customer's NDA (pending legal review)</li> </ul>	
	7.	BCP/DR	<ul style="list-style-type: none"> <li>Disaster recovery protection</li> <li>Backup and restore service</li> <li>User selectable backup plans</li> <li>Escrow arrangement</li> <li>No BCP/DR is available</li> <li>Recovery Point Objective (RPO)</li> <li>Recovery Time Objective (RTO)</li> <li>Others, please specify:</li> </ul>	

***Declaration:***

- I will abide by all the Rules and Procedures of the Certification Body.*
- I agree with the terms and conditions of the certification body.*
- I agree with the schedule of Charges of certification*
- I agree with certification agreement.*

Organisation Stamp: \_\_\_\_\_ Signature of organisation's representative: \_\_\_\_\_