

# IdenTrust® ECA Trusted Agent Program



The DoD accepts the following ECA certificates issued to individuals:

- ECA | Medium Assurance | Software Storage<sup>1</sup>  
Stored within an internet browser
- ECA | Medium Token Assurance | Hardware Storage<sup>1</sup>  
Stored in a FIPS 140-2 Level 2 or higher USB token or smart card
- ECA | Medium Hardware Assurance | Trusted Agent Identity-Proofing Required<sup>2</sup>  
Stored in a FIPS 140-2 Level 2 or higher USB token or smart card

Choose the ECA certificate that is compatible with the Relying Party or Relying Parties that you work with. If you are not sure which ECA certificate you need, contact IdenTrust for expert advice!

<sup>1</sup> Identity is verified by a Notary Public, an IdenTrust Registrar, or a Trusted Agent

<sup>2</sup> Identity is verified by an IdenTrust Registrar or a Trusted Agent

**Expedite Processing** – Internally manage the identification and authentication process, reducing ECA registration time by more than 50%

**Improve Controls** – Control the issuance, distribution and revocation of ECA certificates within your organization

**Reduce Costs** – Purchase ECA certificates in bulk at discounted pricing, and reduce notary and postage costs by performing in-house identity vetting

**Eliminate Paperwork** – Use signed/encrypted email initiated by Trusted Agent to submit paperwork, eliminating the need to mail physical documents

## ECA Certificates

As a DoD Certified External Certification Authority (ECA), IdenTrust provides digital certificates required for organizations to do business with the U.S. Department of Defense (DoD). IdenTrust has delivered identification and authentication services for government certificate programs since 1999, establishing a reputation for providing exceptional customer service and offering expertise in government certificate requirements and implementation of those certificates. All services are provided with the highest levels of security.

## IdenTrust ECA Trusted Agent Program

The ECA Trusted Agent Program allows organizations to appoint one or more internal Trusted Agent(s) who can perform identity vetting for individuals in their organization. By following a secure, yet easy-to-administer process, the Trusted Agent performs the identity vetting process, otherwise done by an IdenTrust Registrar or a Notary Public. A Trusted Agent must obtain an ECA digital certificate in order to perform their appointed duties. This program is available for organizations located in the United States, Australia, Canada, New Zealand and the United Kingdom.

## In-House Trusted Agent

Setting up an in-house ECA Trusted Agent is a good option for organizations with large numbers of users that need ECA certificates. Trusted Agents have control over ECA certificate lifecycle events such as the issuance, distribution and revocation of ECA certificates. For example, if an employee is terminated, the Trusted Agent may request that the certificate be revoked immediately via a signed/encrypted email. Likewise, once a complete and valid request is submitted, employees may receive their certificate in as little as 24 hours. Ultimately, use of an in-house Trusted Agent may save the organization time, reduce costs, and improve processes when issuing and managing ECA digital certificates.

Under the IdenTrust ECA Certificate Practice Statement, ECA Trusted Agents must be issued an ECA | Medium Token Assurance certificate or an ECA | Medium Hardware Assurance certificate. When deciding which certificate type a Trusted Agent should obtain, keep in mind that the certificate must be of an assurance level that is equal or higher than the assurance level of the certificates that will be approved.

In addition to ECA certificates issued to individuals, IdenTrust also offers an ECA | Medium Assurance | TLS/SSL | Organization Validated (OV) certificate to secure websites.

## HOW THE ECA TRUSTED AGENT PROGRAM WORKS

Becoming an ECA Trusted Agent requires a one-time registration process in which IdenTrust validates that you are authorized by your organization to manage DoD PKI ECA digital certificates on its behalf. You will be provided ECA Trusted Agent training documents and undergo a training session with a member of the IdenTrust Registration team prior to your appointment being approved.

### SIMPLE 4-STEP PROCESS TO BECOME AN ECA TRUSTED AGENT



#### Step 1

Apply for your ECA digital certificate at: [www.identrust.com/certificates/eca](http://www.identrust.com/certificates/eca). You must apply for either the [ECA | Medium Token Assurance](#) certificate (our most popular option) or the [ECA | Medium Hardware Assurance](#) certificate. If selecting Medium Hardware Assurance, you must have your in-person identification performed by an IdenTrust Registrar or another authorized Trusted Agent.

#### Step 2

Complete the [Part 1: Subscribing Organization Authorization Agreement](#) and the [Trusted Agent Addendum to Subscribing Organization Authorization Agreement](#) forms. Take the completed forms to an officer in your organization and request that both forms be signed for submission to IdenTrust.

By signing the forms, the officer is representing to IdenTrust that you are a duly-authorized representative of the organization, you are authorized to perform identity verification for your organization, and you may electronically submit the forms using your certificate to sign and encrypt the email.

#### Step 3

Complete the [Part 2: In-person Identification](#) forms. If you have requested an ECA | Medium Hardware Assurance certificate, the in-person identification must be completed by an IdenTrust Registrar or another authorized Trusted Agent.

Send the original 'wet signature' forms to IdenTrust:

- Part 1: Subscribing Organization Authorization Agreement
- Trusted Agent Addendum to Subscribing Organization Authorization Agreement
- Part 2: In-person Identification

#### Mailing Address / Overnight Courier

DoD ECA Registration  
IdenTrust Registration  
5225 W. Wiley Post Way, Suite 450  
Salt Lake City, UT 84116-4915

#### Step 4

Await your Activation Kit which will be sent to the mailing address indicated on the application. Once the Trusted Agent Addendum is received, you will be sent training materials via e-mail. When you are ready *and* have downloaded your ECA digital certificate, a training call will be scheduled after which you will be granted the role of Trusted Agent for your organization and may begin performing those duties.



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2021-12-06-identrust-eca-trusted-agent-prgm-ds-en

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