## 1. General

This document describes the InCommon Certificate Service (ICS) Policy Authority (PA), its roles and its members.

Each ICS CPS (available at https://www.incommon.org/cert/repository/) refers to an ICS Policy Authority as the body that maintains the CPS and related agreements referenced within the CPS document. See RFC 3647 for reference.

## 2. Membership

ICS PA members compromise members of the InCommon Steering Committee and any PKI policy experts appointed by the InCommon Steering Committee to oversee all ICS CPSs.

## 3. Role

Each ICS CPS defines the role of the PA.

The ICS PA is responsible for determining the suitability of certificate policies illustrated within each CPS. The PA is also responsible for determining the suitability of proposed changes to a CPS prior to the publication of an amended edition.

Changes to a CPS can be requested by any of the InCommon Participants who subscribe to the Certificate service. The PA may be contacted by e-mail at 'incommon-cert-pa@incommon.org' or through InCommon's Point of Contact: John Krienke, COO, InCommon; c/o Internet2; 1000 Oakbrook Dr., Suite 300; Ann Arbor, MI 48104; 734.352.7095; jcwk@internet2.edu

Upon the PA accepting such changes deemed by the CA's Policy Authority to have significant impact on the users of a particular InCommon CA and its CPS, an updated edition of the CPS will be published in the ICS repository (referenced above), with suitable incremental version numbering used to identify new editions. Generally, the ICS PA will post changes thirty (30) days prior to their effective date unless such change is necessitated by a change in industry standards, is required by InCommon to maintain its certificate operations, or is required by law or regulation. In those cases, the ICS will endeavor to provide reasonable notice in light of the circumstances.

Revisions not denoted "significant" are those deemed by the ICS's PA to have minimal or no impact on existing subscribers and relying parties using certificates and CRLs issued by the relevant ICS CA.  Such revisions may be made without notice to users of the CA and its CPS and without changing the version number of this CPS.

Revisions introducing new ICS products are published within two business days after their approval.

Controls are in place to ensure that the ICS CPS is not amended and published without the prior authorization of the PA.


## 4. Acronyms

CA        Certification Authority
CRL      Certificate Revocation List
CPS      Certification Practice Statement
PKI      Public Key Infrastructure
PA       Policy Authority