Tasks

|  |  |
| --- | --- |
| A | Develop the S-100 appointment and termination process for data servers, OEMs and ENDS service providers. |
| B | Analyse the current IHO agreements to ensure they are legally binding and provide the IHO with guidance on termination if participants are deemed to have breached. |
| C | Propose new agreements for the management of participants within the S-100 security scheme. |
| D | Propose to HSSC a method to monitor the scheme participants compliance with the scheme rule (agreements and guidance), possibly through an annual reporting and/or inspection approach.  |
| E | Provide IHO WGs with recommendations on technical developments necessary to support the IHO security scheme. |
| F | Development of specific guidance on the implementation of S-100 part 15 to support implementation and adherence to the IHO agreements  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Work item**  | **Title**  | **Priority** H-high M-medium L-low  | **Next mile****stone**  | **Start** **Date**  | **End** **Date**  | **Status** P-planned O-ongoing C-completed S-Superseded  | **Contact Person(s)**  | **Related Pubs / Standard**  | **Remarks**  |
| **A.1** | Develop application process for all S-100 scheme participantsData Servers,OEMs | **H** |  | **30/10/23** |  | **O** | **T. Mellor** | **S-63/S-100 part 15** | Application questions/form drafted for discussion. Important to estimate resources / support needed by IHO to operate the new procedures  |
| **A.2** | Develop process to record and monitor duplicate UPN registration  | **M** |  | **30/10/23** |  | **O** | **M. Andrew** | **S-100 Part 15** | Operation of duplicate UPN to be defined in the IHO agreement |
| **B.1** | Review current operational procedures for data servers e.g. (M\_ID M\_Key spreadsheet) | **H** |  | **30/10/23** |  | **O** |  | **S-63** | **Reviewing handling of the scheme sensitive information. Approach needs to be more ‘cyber secure’.** |
| **B.2** | All new applications for OEM and Data server status run for limited time frames. Update current agreements to reflect changes | **H** |  | **30/10/23** | **31/3/24** | **C** | **T.Mellor****J.Nyberg** |  |  |
| **B.3** | Review current legal agreements for S-63 | **H** |  | **30/3/23** |  | **O** | **T.Mellor** |  | Burgess Salmon Solicitors advising, funded by IC-ENC |
| **C.1** | Application to IC-ENC to fund legal investigation | **H** |  | **17/1/24** |  | **C** | **M.Andrew** |  | IC-ENC approved funding  |
| **C.2** | Develop new agreements to reflect charges  | **H** |  | **30/10/23** |  | **O** | **T.Mellor****J.Nyberg****M. Andrew** |  | Burgess Salmon Solicitors advising, funded by IC-ENC |
| **D.1** | Develop management process for poor performance and minor issues in addition to termination process | **H** |  | **30/10/23** |  | **O** |  |  | **Supports agreement implementation and monitoring** |
| **D.2** | Develop charging mechanism | **M** |  | **30/10/23** |  | **O** |  |  | Security Scheme administration fee upon application  |
| **D.3** | Develop annual reporting / inspection routine  | **M** |  |  |  | **O** |  |  | **Will be defined in the new IHO agreements** |
| **D.4** | Root certification duration and revocation of data server certificates  | **M** |  |  |  | **O** | **R.Sandvik** |  | **Required to more effectively manage the security of the M\_ID** |
| **E.1** | Provide IHO WGs with recommendations on technical developments necessary to support the IHO security schemes | **M** |  |  |  | **P** |  |  |  |
| **E.2** | Collaborate with ICE PT on technical infrastructure required for handling security scheme application, audits and archiving | **H** |  |  |  |  |  |  |  |
| **F.1** | Development of specific guidance on the implementation of S-100 part 15 (TBD) | **H** |  |  |  | **P** |  |  | Work with S-100 WG to define requirements |