

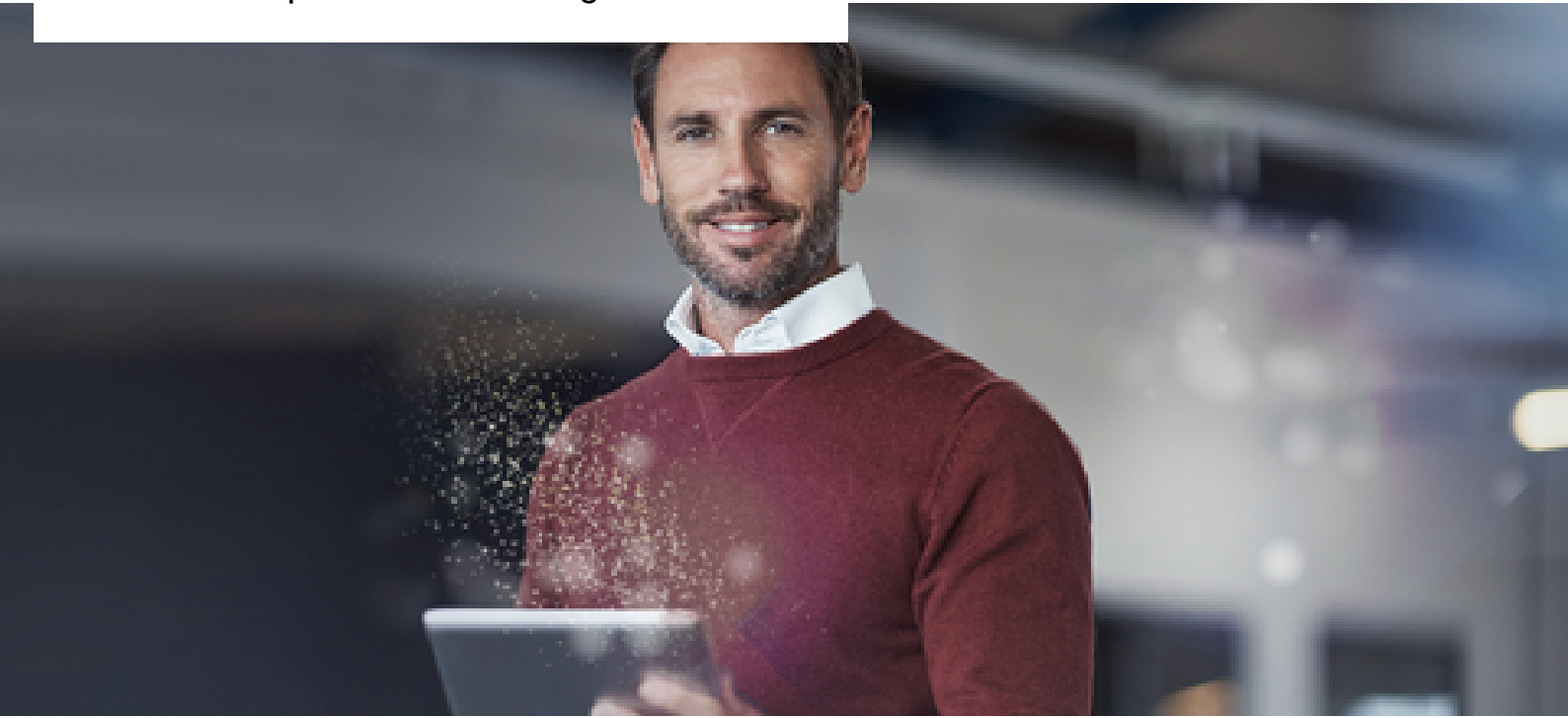
RA agent



RA agent

What can I expect in this training?	3
What are the requirements for electronic signatures?	5
How do I use the Swisscom RA App?	11
Which ID documents does the RA App support?	28
What should be done if the data of an identified person changes?	31
How do I take preventive action against attempted fraud?	34
Information on data protection regulations and closure	41
Quiz Solutions	44

What can I expect in this training?

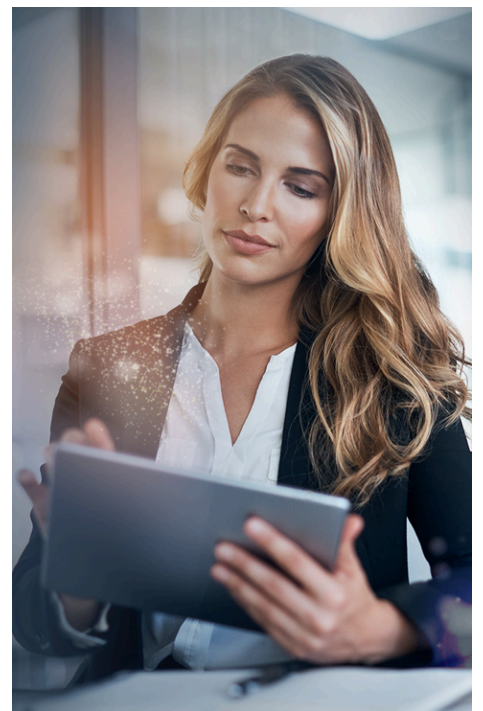


Identification made easy!

The most important task of the RA agent is to record the identity of a person, because it is the only way to enable the identified person to sign electronically.

With the RA App, identification has never been easier!

In this training you will learn everything you need to know about electronic signatures and the RA App!



Tania is working as a RA agent since 1 year and knows the RA-App very well. In this training she has many good tips for you as an upcoming RA agent, what you have to pay attention to when identifying ...

What do you guess: How long will it take you with the RA App to enable a person for electronic signatures?

The right solution can be found on page 44.
Please click on the correct answer.

- A) 2 minutes
- B) 5 minutes
- C) 15 minutes

This is what you take from this training

After the training you know, ...

... what personal electronic signatures are and what the requirements are

... how the identification with the RA App works

After the training you can ...

... use the RA App to identify new people for the electronic signature

... give the identified persons hints for electronic signing

... which documents are permitted for identification
... how to estimate your duties within the framework of identification

... react to missing support by the RA App correctly, e.g. with an unknown identity card

For reasons of better legibility, the simultaneous use of male and female language forms is avoided. All personal designations naturally apply to all genders.

What are the requirements for electronic signatures?



The electronic signature: Features and requirements

What is an electronic signature?

An electronic signature contains data in electronic form. This data is attached to or logically linked to other electronic data. Thus, the signature guarantees the integrity of the document and the identity of the signer.

What types of electronic signatures are there?

There are many different types of electronic signatures. As part of the RA Service, these personal electronic signatures are of interest:

- Advanced electronic signature (AdES)
- Qualified electronic signature (QES)

Out of your gut: Which of the two signatures has probative value in court?

The right solution can be found on page 44.
Please choose the correct answer.

- A) The advanced electronic signature (AdES)
- B) The qualified electronic signature (QES)

The more important of the two is the qualified electronic signature (QES).

The identifications performed with the RA App enable the creation of qualified electronic signatures.

What are the requirements for electronic signatures?

!

The Qualified Electronic Signature (QES) is the highest quality electronic signature and is the only signature that is equivalent to a handwritten signature.

For Switzerland, this is regulated in the Swiss Code of Obligations (Art. 14 para 2^{bis} OR).

What's the difference between AES and QES?

- The AdES has a certain probative value and is used for contracts without a formal requirement.
- The QES has the highest probative value and is used for contracts that require the written form. It is equal to a handwritten signature.
- In court, QES are de facto accepted as evidence. Therefore the principle of shifting the burden of proof does not apply if a QES has been applied to a contract.

What are qualified certificates?

Electronic signatures base on digital certificates. These certificates of Swisscom are created together with the key pairs used for signing and have a validity period of 10 minutes, i.e. they can only be used for a single signature at a time.

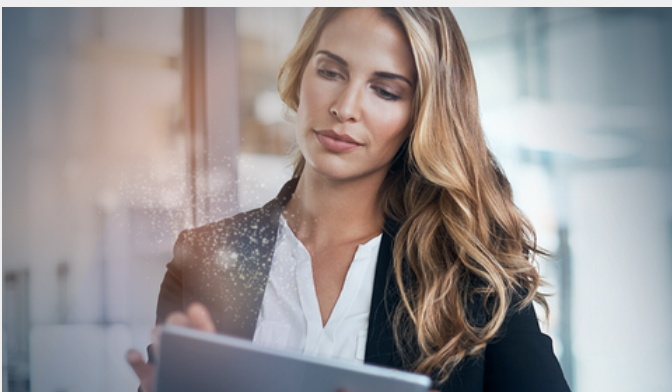
We distinguish between advanced certificates of the class "Saphir" and qualified certificates of the class "Diamant".

Qualified certificates ...

- ... in Switzerland must only be issued to natural persons and
- ... contain information that makes them a qualified certificate. Qualified certificates of Swisscom contain the label "Diamant" in the issuer's name.

Who has what responsibility with this?

The RA agent is responsible for these points:



- The RA Agent conscientiously identifies the person
- The RA agent complies with the specifications of Swisscom and the RA App

These points are met by Swisscom:



- Swisscom enables the RA agents to perform identifications.
- The signature is based on a qualified electronic certificate.
- The signature is generated by means which the signer can keep under his sole control.

What are the requirements for electronic signatures?

- Make sure that you really identify the person who claims to be - and that the presented ID card or passport is genuine and the recorded data is correct!



"Only we as RA-Agents have the right to identify people, in order to enable them to sign. This is a privilege! This is made possible with the Swisscom RA App that makes the identification process much easier."

Public key infrastructure (PKI) – the basis of electronic signatures



Each user has two cryptographic keys (typically 384 characters long):

- a private key that no one else is allowed to know
- a public key that everyone may know



For the electronic signature you need these two keys:

- the private key for attaching a signature
- the public key to verify a signature



A trust service provider (TSP) like Swisscom

- identifies the person (Registration Authority)
- associates the key-pair with the identified person



Swisscom as a trust service provider (TSP):

- must be able to prove that she meets all legal requirements
- is approved by national authorities in Switzerland and in the EU



Various laws regulate the requirements for electronic signatures:

- in Switzerland it is the ZertES federal law with the corresponding ordinance (VZertES)
- in the EU, it is regulated by the eIDAS regulation and by country-specific laws



A qualified electronic signature is, ...

- ... according to ZertES, only accepted in Swiss jurisdiction, i.e. for contracts with applicable law and jurisdiction in Switzerland
- ... according to eIDAS Regulation, recognized in every EU and EEA country

How to attach electronic signatures while keeping the private key secret?

Traditional approach



- The Trust Service Provider gives the user a token that contains his private and public keys
- The user carries the token physically with him
- The use of the token requires special software and a card reader

Modern approach



- The RA App registers the mobile phone number of the user for later authentication.
- The signature keys are generated at the time the signature is triggered.
- The user can sign from any location and at any time

What are the requirements for electronic signatures?



To trigger a signature, the signer connects the token to the device on which he wants to sign. For authentication he then enters the corresponding PIN.



The signer can trigger a signature and authenticate with the mobile phone.

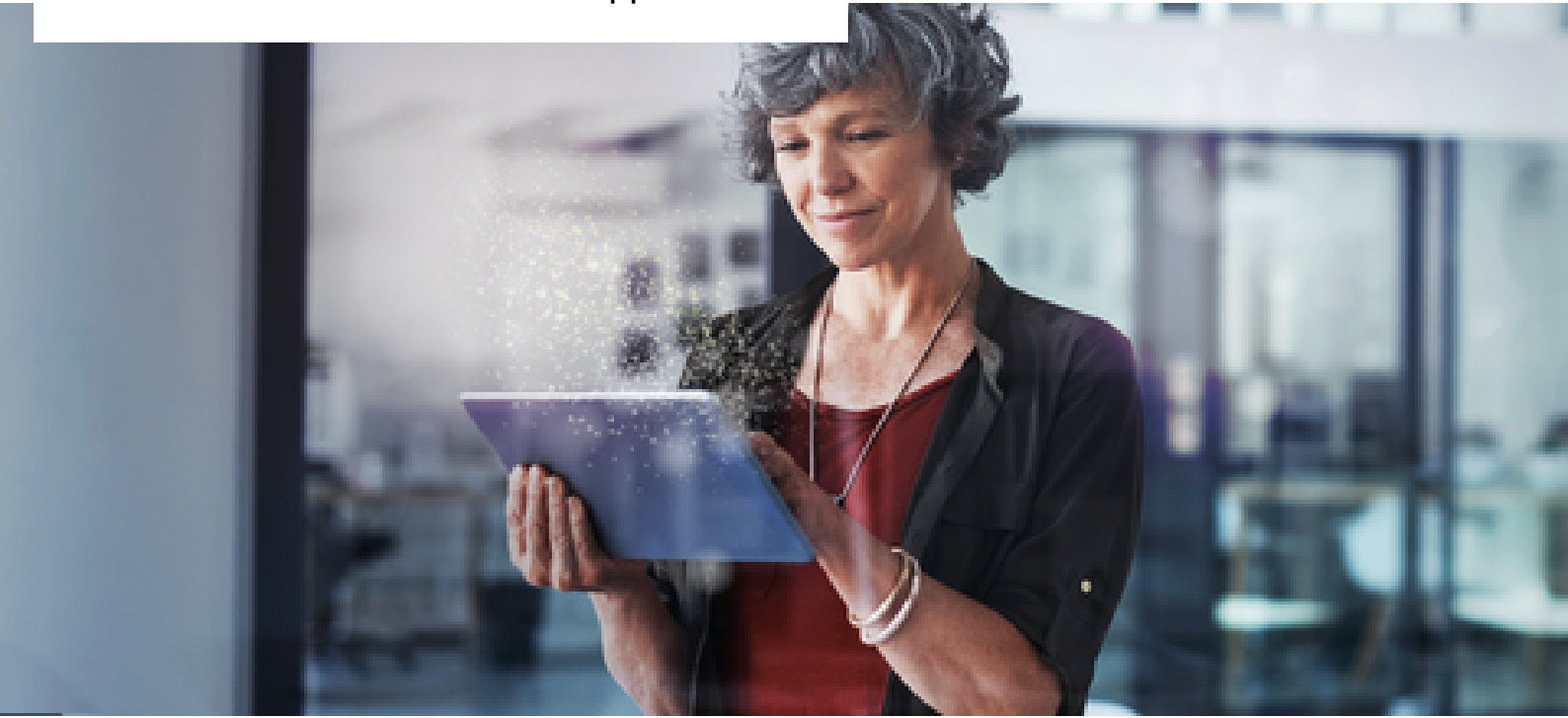
This is how you perform the identification process 11

What kind of electronic signature can replace the handwritten signature?

The right solution can be found on page 44.
Please select the correct answer.

- A) Simple electronic signature (SES)
- B) Advanced electronic signature (AdES)
- C) Qualified electronic signature (QES)
- D) The handmade signature on a touchscreen

How do I use the Swisscom RA App?



How does identification with the Swisscom RA app work?

What are the prerequisites?

- The person to be identified must always meet with the RA agent in person.
- The person to be identified has a valid ID card (from the Schengen area) or passport and a mobile phone with her.
- The RA agent must then ensure the correct identification with the presented ID document that has to be available in the RA App.
- Due to the data protection act, the person to be identified has to allow the RA agent to
 - take a photo of her and her valid ID document (ID card or passport),
 - Swisscom stores her mobile phone number,
 - the data of the ID document (ID card or passport) is read out and stored at Swisscom in Switzerland.



i

Tip

Ask the person to be identified to activate Mobile ID on her mobile phone BEFORE you start the identification with RA app. This makes the signature process even easier: a Mobile ID request is displayed on the mobile phone and the user confirms with his PIN or biometrics (e.g. fingerprint, Face-ID, etc.) .

How it works: navigate to www.mobileid.ch, enter your mobile phone number, click on "Activate Mobile ID", choose between SIM with a six-digit PIN or the App version with biometrics and follow the instructions for activation.



Important!

For the identification of a person with the RA app only

- the Swiss ID card
- ID cards of countries in the Schengen area
- a passport

are permitted as ID documents, since the RA app enables qualified electronic signatures and there are strict legal requirements for these.

- Driving licences, foreigner's identity cards (Swiss permits B,C,G etc.), paper copies of ID documents or other documents are NOT permitted for identification.

These ID documents must also have a machine-readable code (short: MRZ) , otherwise they cannot be used for identification. Therefore, for example, the Italian identity card in paper form is not suitable for identification.



Also important!

You must first ask the person to be identified for her consent to store her personal data. If the person agrees, please click the corresponding checkbox (see below: step 3 of the RA app 4.0 instructions). If the person refuses you have to cancel the identification immediately.

Good to know

According to the Swisscom's terms of use, the data is only used for the purpose of the signature. It is stored in encrypted form and kept for a certain period of time due to legal requirements (16 years under Swiss federal law and 35 years under European law).

You are welcome to pass this information to the person to be identified.



"Have a look now, how to use the
Swisscom RA App step by step."

How to use the RA app 4.x step-by-step

Step 1

Authenticate yourself in the RA app with your mobile number and the company name you received:

My registered mobile number

Registration authority

Login

Step 2

You get to the start screen and start an identification with a click on the blue "+" sign.

RA App

Welcome to Swisscom
RA App

Identify new person

Step 3

Get the consent to store the data of the person to be identified and confirm it by clicking on the corresponding checkbox.

Then click on "Confirm"

Privacy consent

For privacy reasons, as an RA agent, you are required to obtain the consent of the person to be identified before registering with the RA app. Please obtain the person's consent that he or she agrees that:

- A photo is taken of them and their ID document (ID card, passport)
- Swisscom stores their mobile number
- The data of the ID document (ID card, passport) is read out and stored at Swisscom in Switzerland

☒ I've got the person's consent

Confirm

Step 4

Start the identification process by clicking on "Scan ID document".

Step 5

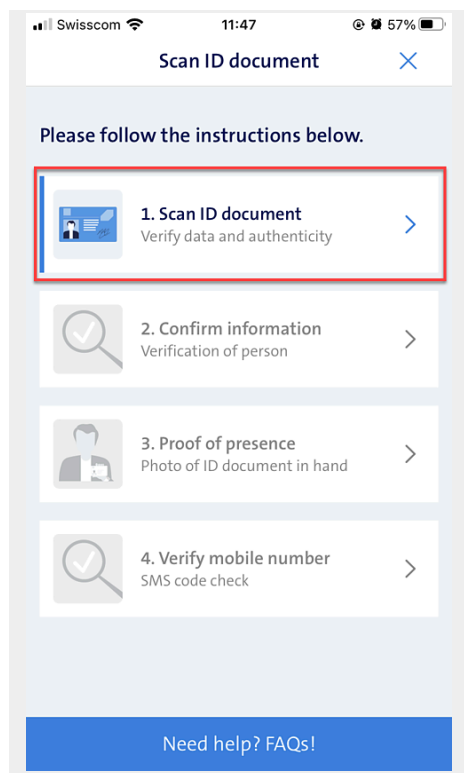
Now, you scan the page of the ID document (ID card or passport) that has an machine-readable-zone (MRZ) on it. The MRZ is sometimes on the front side under the photo or on the back side. Choose the correct side.

Tips:

- First hold the document a little further away from the camera and then slowly approach the lens.

Step 6

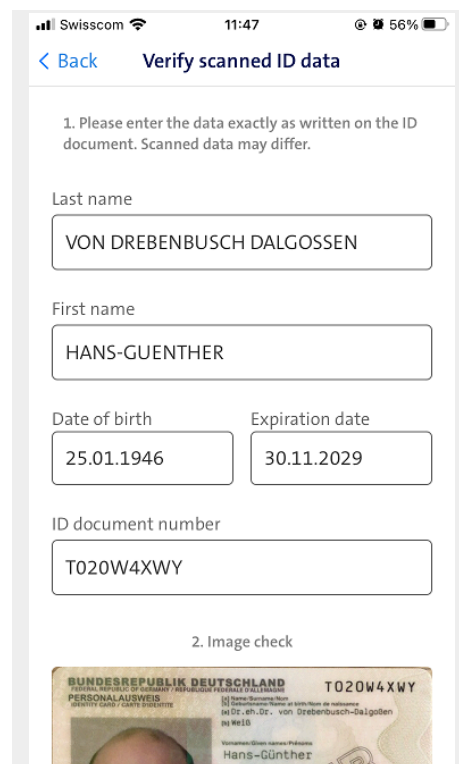
Check the scanned ID information. If it does not match the information in the ID document, correct it manually.



- Choose a background that is not too bright so that the document is easily recognised by the scanning engine.
- Follow the instructions of the RA app at the top of the screen.



If the ID document presented has a reverse side (usually this is the case with ID cards), then turn the document over and scan the other side.



In the example above, the data is not quite correct, the special characters were not scanned correctly: in the first name there is "ue" instead of "ü" and in the last name there is "ss" instead of "ß".

Please correct this so that the scanned data in the RA App matches the data in the ID document.

Swisscom 13:59 25%

< Back Verify scanned ID data

1. Please enter the data exactly as written on the ID document. Scanned data may differ.

Last name

VON DREBENBUSCH DALGOßEN

First name


HANS-GÜNTHER

Date of birth 25.01.1946 Expiration date 30.11.2029

ID document number

T020W4XWY

2. Image check



Please note:

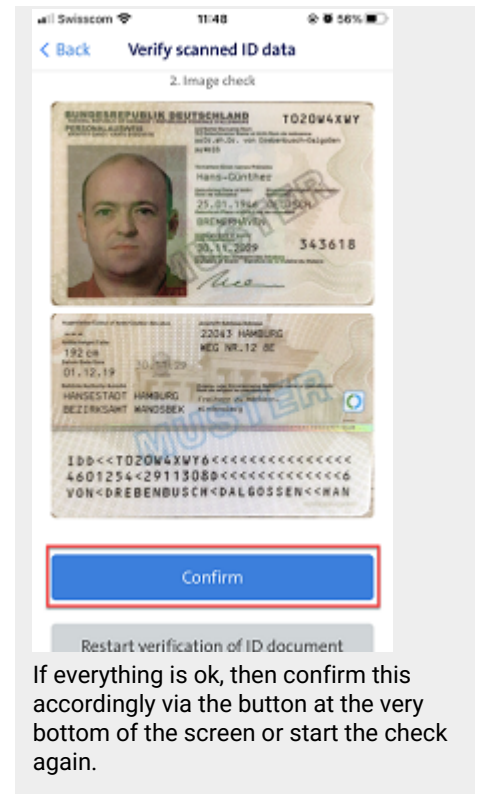
missing or truncated parts of names must also be added.

- Please enter all names correctly so that the information in the RA app matches exactly the data in the ID document.

But:

- Please do not record titles (e.g. Dr.) that are entered in the ID document, as they do not belong to the name.
- Do not enter punctuation such as dots "." or commas "," either, as these lead to errors.

Only minus signs "-" are allowed in names.



Step 7

A sample ID document is displayed.
Check the security features according
to the illustration in the RA app.

From version 5.0 the security elements can be enlarged to compare precicely with the original document

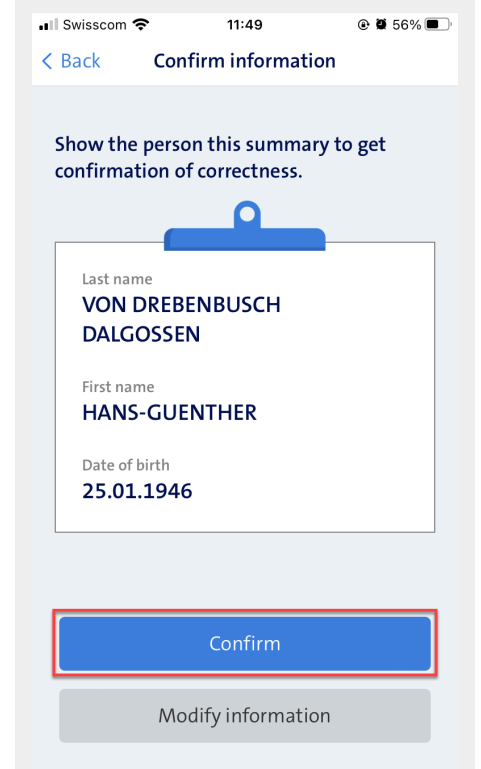
Step 8

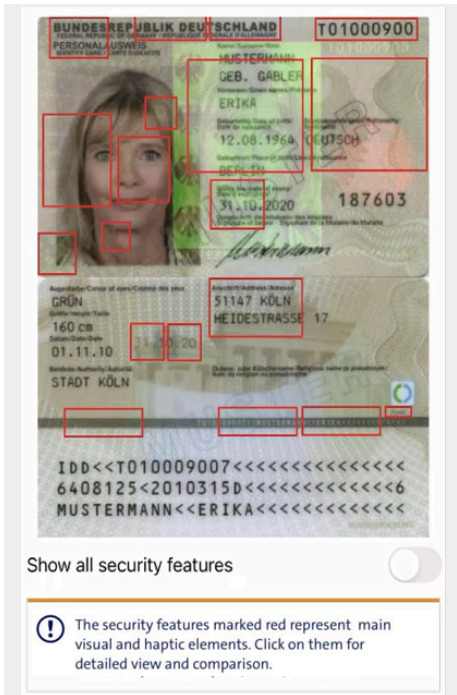
Now you come to the next section: the person to be identified must confirm her data.

Please click on "Confirm information".

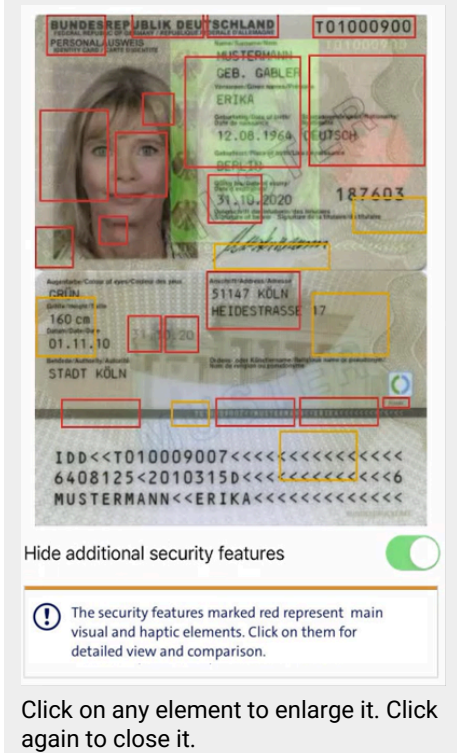
Step 9

Show the person to be identified the data captured via the RA app and ask for her consent or correction.

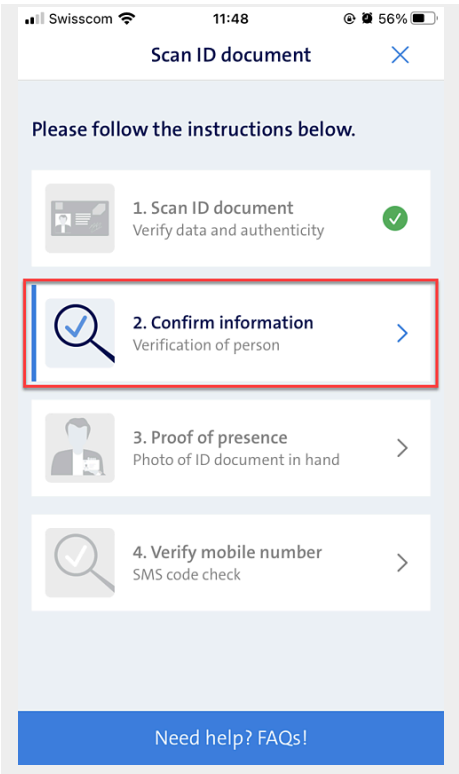




The main elements are now shown in red frames. Use the toggle to show all elements available on the document (orange frames).



Click on any element to enlarge it. Click again to close it.



If the person confirms that her data is correct, please click the "Confirm" button.

Otherwise open the editor via "Modify information" and repeat this step.



Show all security features



! The security features marked red represent main visual and haptic elements. Click on them for detailed view and comparison.

In rare cases the enlarged elements are not available, but a static image is shown. Check carefully the optical elements in red and the haptic elements in yellow.



Also check that the person in the photograph is the person to be identified.

You should check the following characteristics:

- Eye color
- Face shape and proportions
- Height and gender

- Age of the person

If everything is ok, select "Authenticity verified".

Step 10

Now select the preferred language of the person to be identified and confirm the selection.

Swisscom 11:49 56%

< Back Language

Ask person for preferred language
This will be the language in which the person receives the final confirmation message.

☐ Deutsch

☐ Français

☐ Italiano

☒ English

Confirm

Step 11

The next section is about proving that the person is present in person.

Please click on "Proof of presence".

Swisscom 11:49 56%

Scan ID document

Please follow the instructions below.

1. Scan ID document
Verify data and authenticity

2. Confirm information
Verification of person

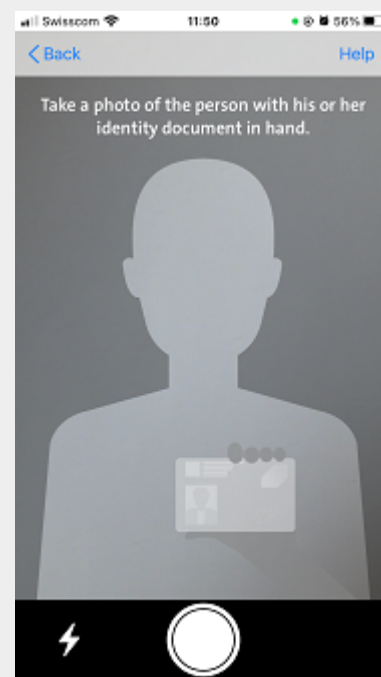
3. Proof of presence
Photo of ID document in hand

4. Verify mobile number
SMS code check

Need help? FAQs!

Step 12

Take a picture of the person, they should hold their ID document into the camera as shown in the screen.





If the photo is ok, then you can click on "Confirm".

If the photo is bad, you can repeat this step as many times as you want.

Step 13

In the last section, the mobile number of the person to be identified is verified and the identification process is finished.

Please click on "Verify mobile number".

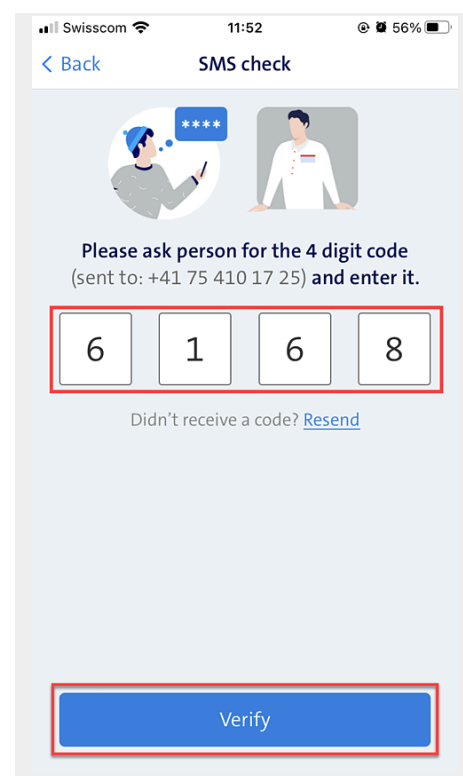
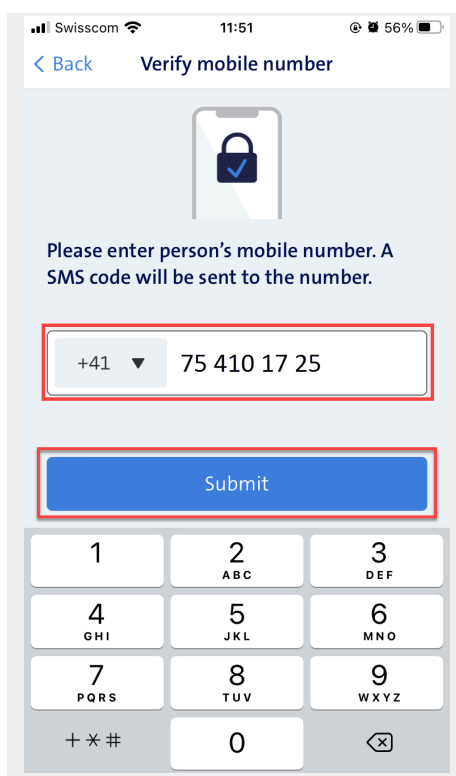
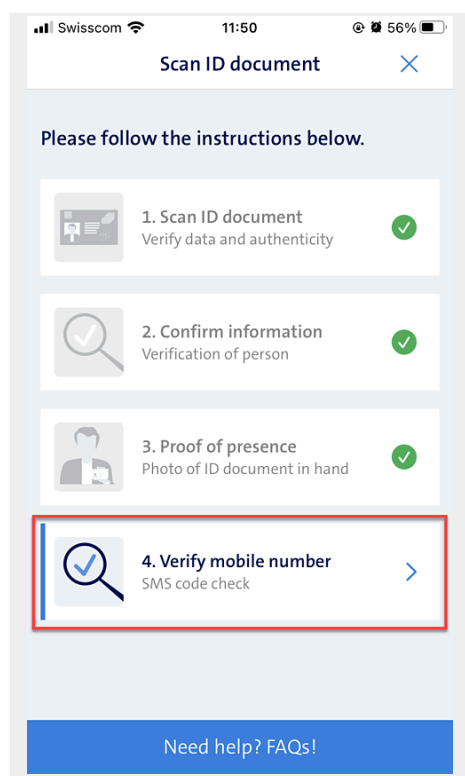
Step 14

Enter the mobile number of the person to be identified in the corresponding field and then click on "Submit".

Step 15

The person to be identified will tell you the 4-digit code that was sent to her via SMS.

Enter this code in the appropriate fields and then click on "Verify".



Step 16

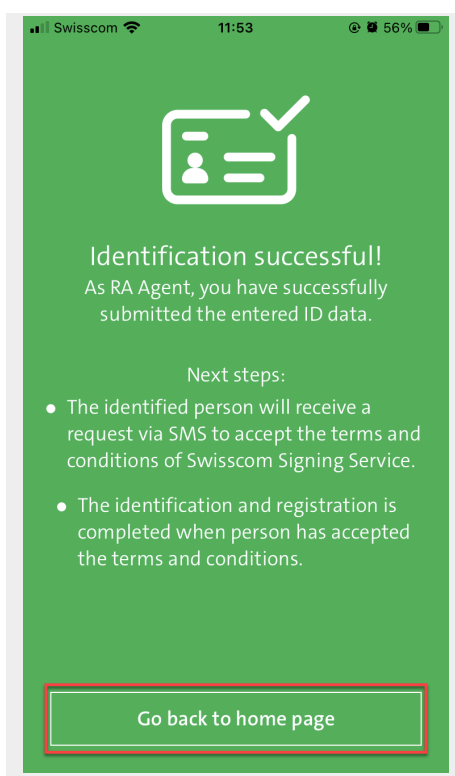
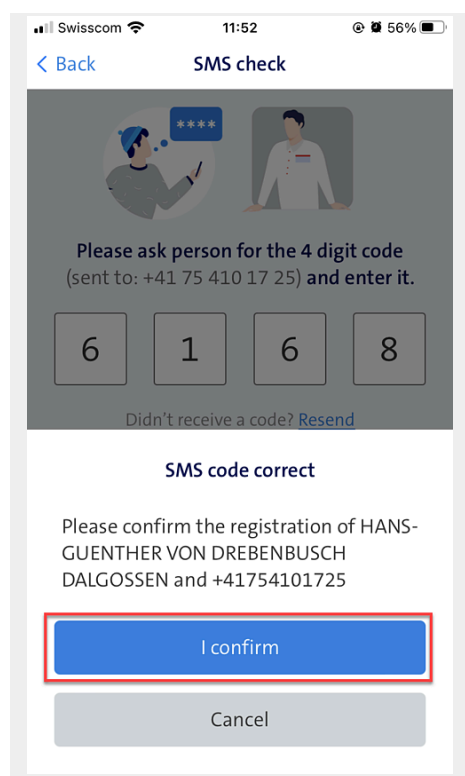
The last step is to sign the identification evidences you have just created.

You do this via your mobile phone using Mobile ID or password/SMS code procedure.

Step 17

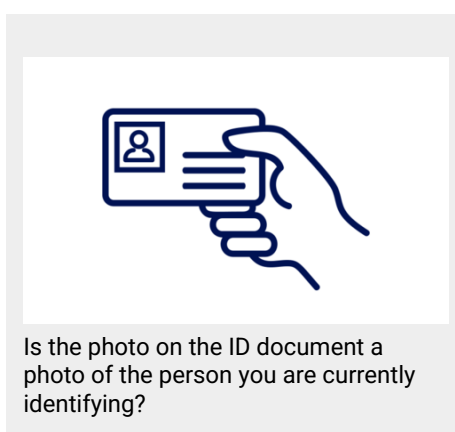
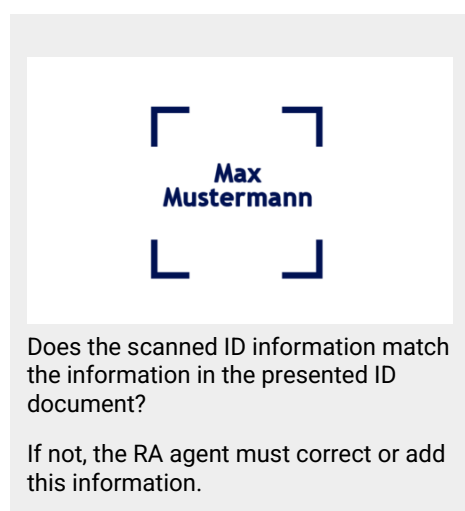
The identification is now complete.

Tip: Please point out to the identified person that the whole process (the "registration") is only completed when she has also accepted the terms of use of the Swisscom Signing Service.



What does the RA agent need to be aware of when identifying?

The RA agent must check these 5 points:





Is the ID document still valid, i.e. has it not expired?



Are there no changes to the ID document or is it a forged ID document (please check the security features, quality of the material, etc.)?



Were you able to verify that the person to be identified actually owns the given mobile phone number?

What do I do in any of the following situations?

If the person to be identified does not have a Swiss ID card, identity card of a country in the Schengen area or passport with her,

- then you ask the person for such an ID document. If she does not have one, you cancel the identification and make a new appointment.
Remember: Driving licences, working permits, foreigner's identity cards (Swiss permits B, C, G, etc.), paper copies of ID documents and other documents ARE NOT PERMITTED for the identification with the RA app.

If the ID document presented is not stored in the RA app,

- then cancel the identification and inform your Master RA agent!

If the scanned name of the person does not match the one in the ID document,

- then you correct or complete the incorrectly or incompletely scanned data in the RA app manually.

If the photo does not match the person in front of you,

- then you cancel the identification!

If the ID document presented is no longer valid, appears to be forged or stolen,

- then you cancel the identification!

If the SMS to the given mobile phone number does not reach the person in front of you,

- then check the mobile phone number and try again.

How does the authenticity check work?

In the Swisscom RA app you can see what an ID document should look like. During the authenticity check, the app shows you several security features that need to be checked visually or palpable.



Move your mouse over the flashing hotspots to learn more about the individual fields.



- 1 Slightly incline the document. Then you will see that this area has a different appearance from different angles.
- 2 Move your finger over this area. You will notice that there is a palpable structure here.

- 1 Slightly incline the document. Then you will see that this area has a different appearance from different angles. You will also notice that there is a palpable structure when you move your finger over it.

What happens when all document data has been entered?

"Once all data has been entered, I check whether all characters have been correctly recognized by the RA App and if necessary I correct the captured data according to the ID document."



It's the responsibility of the RA Agent ...

- ... to enter the names and data exactly as they appear in the ID document and ...
- ... to correct the automatically entered data to match the data in the presented ID document.



Notes

- No dots "." or commas "," may be entered in the names, as these lead to errors when signing. Simply replace dots and commas with spaces.
- Minus signs (hyphen "-") in names are allowed.
- Please do not enter titles (such as "Phd."), even if they are entered in the identity document, because titles are not part of names.

Why is the mobile phone number so important?

Do you have a spontaneous idea why the mobile phone number is so important?

The right solution can be found on page 44.
Choose the right answer.

- A) Because we can contact the person via WhatsApp.
- B) Because the mobile phone number serves to identify the signing person.
- C) Because we also can get other personal data via the mobile phone number.



After completion of the identification, the mobile phone number is the identity reference of the signing person!

- The mobile phone number is used to obtain the declaration of will before signing.



After the identification ...

After the transmission of the recorded ID data, the RA agent confirms the correctness of the data by means of an electronic signature.

The recorded data is stored securely and encrypted in a highly secure Swisscom data centre in Switzerland. This is an certified process.

No data from the identification process remains on the RA agent's mobile phone; all captured photos and data are automatically deleted from the mobile phone.

This is how you complete the process:

1. The identified person receives an SMS from Swisscom, which contains links to the terms of use of the Swisscom Signing Service in the CH and EU versions.
2. The identified person accepts the terms of use with an electronic signature, which she confirms by means of Mobile ID or password/SMS code procedure.

Can I try something with the RA App or show something?



Yes, you can, with Demo-Mode

For the login to the RA App use the following data:

Mobile number: +41 123 456 789

Registration authority: demo

All other steps work exactly the same as described above. However, in demo mode, no data is transferred to Swisscom and no SMS is sent. In demo mode, only ID documents from 10 different countries are available.

My registered mobile number

+41123456789

Registration authority

demo

Login

Where is the data collected via the Swisscom RA App stored?

The right solution can be found on page 44.

Choose the right Answer.

- A) On the mobile phone of the RA agent
- B) No data is stored
- C) At Swisscom in a secure data centre
- D) In a Public-Cloud

What do I have to check regarding the authenticity of the ID documents?

The right solution can be found on page 44.

Choose the right answers.

- A) The visual security elements (marked in red on the examples of ID documents in the RA app)
- B) The checksum of the machine readable code (short: MRZ)
- C) The haptic security elements (marked yellow on the examples of ID documents in the RA app)
- D) Nothing. The RA app checks everything automatically.

The scanned data does not match the data in the ID document, for example, the name is truncated or a date is incorrect. What do you do?

The right solution can be found on page 44.

Choose the right answers.

- A) I'll leave it as it was scanned in, so that's what it says in the MRZ.
- B) I edit the name so that it exactly matches the information in the ID document.
- C) I leave the possible abbreviation as it is in the MRZ.
- D) I edit the date (date of birth or expiration date) so that it exactly matches the information in the ID document.

You identify a colleague and he asks you to enter his nick name as first name, for example "Mike" instead of "Michael". What do you do?

The right solution can be found on page 44.

Choose the right answer.

- A) I do him the favor, because I know him myself only under this name.
- B) I refuse and point out to him that the names must be taken from the ID document.

Which ID documents does the RA App support?



Which ID documents does the RA app support?

What do you think: Which ID documents must NOT be used for identification?

The right solution can be found on page 45.
Please select the correct answers.

- A) Foreigner's identity card
- B) Passport
- C) Driving License
- D) Student card
- E) ID card
- F) Refugee ID

The Swisscom RA app supports nearly all countries worldwide. Nevertheless, it can happen that an ID document is not listed in the RA App.

!

If an ID document is presented for identification that is not available in the RA app, the RA agent must reject it and cancel the identification!



For the identification of a person with the RA app only

- the Swiss ID
- ID cards of countries in the Schengen area
- Passports

are permitted as ID documents, since the RA app enables qualified electronic signatures and there are strict legal requirements for these.

- Driving licenses, foreigner's identity cards (Swiss permits B,C,G, etc.) or other documents are NOT permitted for the identification.
- Also excluded are paper copies of ID documents as well as identifications via Teams or other online tools.

These ID documents must also have a machine-readable code (short MRZ), otherwise they cannot be used for identifications. Therefore, for example, the Italian identity card in paper form is not suitable for identification.

How does the RA Agent report ID documents that are not yet available in the RA App?



"On request new ID documents can be added to the RA App. This way a reliable database grows over time."

- The RA agent turns to the person who registered him as RA agent (the so called Master RA Agent)
- The Master RA agent contacts Swisscom via his well-known support channel.
- Only if the corresponding ID document is available in the RA App, the applicant can be identified.



Which ID documents are supported by the RA App?

The right solution can be found on page 45.

Please select the correct answer.

- A) Only ID documents that are approved for identification for signing with QES: Swiss ID Card, ID cards from the Schengen area and passports.
- B) All ID documents with a photo of the person.
- C) The new foreigner's ID cards with biometric data.

What do I do if an ID document is presented for identification that is not available in the RA App?

The right solution can be found on page 45.

Please select the correct answer.

- A) I select a similar ID document and try to capture this with the RA app
- B) I abort the identification and report the missing ID document in the RA app to my Master RA agent.

What should be done if the data of an identified person changes?



What happens if the data of an identified person changes?

Then the user needs to be re-identified.

The data changes when ...



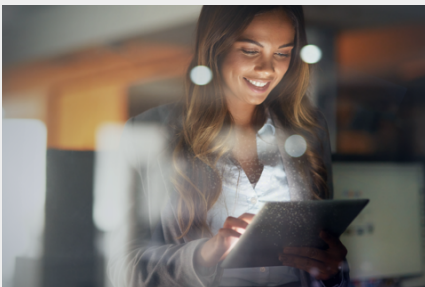
... the name changes.



... the ID document (ID card or passport) expires.



... the mobile phone number or the provider changes.



... a new password for the Password/ SMS-code procedure is set.



... a new SIM card is used or a new Mobile ID PIN (CH-SIM) is set *



... the Mobile ID app is activated *



* When using Mobile ID, a re-registration after password reset, after inserting a new SIM card or activating the Mobile ID app can be avoided if the user has a Mobile ID recovery code.

1. Ask the person you want to identify to activate the Mobile ID BEFORE the identification: <https://www.mobileid.ch> > "Activate now".
2. The person should then generate their recovery code: "Generate recovery code".
3. Now you can execute the identification
4. The recovery code must be kept in a safe place and used when activating or resetting the Mobile ID.



"Be aware: if one of these situations occurs, the person cannot create signatures anymore. In these cases, simply re-enter all the data."

How will the data be newly recorded?

The new registration is quite simple:

- Repeat the identification with the Swisscom RA app. That is, perform all steps as if it were the first identification.
- Then all signatures of the user are based on the new, updated data.

Take another look at the identification process here!

..... 11

What should be done if the data of an identified person changes?

In which event must the data of the identified person be newly recorded?

The right solution can be found on page 45.

Please select the correct answer.

- A) new mobile phone number
- B) new surname (family name)
- C) ID document expired or lost/stolen (a new ID document had to be issued)
- D) for all above mentioned

RA agent

How do I take preventive action against attempted fraud?



Which identification criteria need to be observed?

To take preventive action against fraud, there are various criteria that can be checked. This makes it possible to determine whether it is an attempt at fraud.



The chat bot element is not available in the print version.

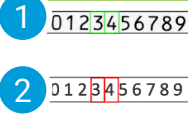
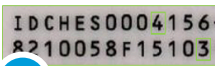
These are the security features in the MRZ!

In the Machine Readable Zone (MRZ), there are a number of characteristics that indicate whether the identity document is a forgery. The MRZ corresponds to a standard called ICAO. Move your mouse over the flashing hotspots to see details about the various characteristics.

Swiss passport



- 1
 - PM (passport)
 - CHE (Switzerland)
- 2 The letters are slightly smaller than the numbers in the same row.
- 3 The characters are arranged vertically in a line.



- 1 This is what the original digits look like according to the ICAO standard.
- 2 This is an example of frequently used digits in forgeries.

Swiss ID card



- 1
 - ID (Identity Card)
 - CHE (Switzerland)
- 2 The letters are slightly smaller than the numbers in the same row.
- 3 The characters are arranged vertically in a line.

These are the optical security features!

In the slider, we have put together clear examples of the optical security features of the Swiss and German ID cards for you. Click on the arrows to navigate through the slides. You can enlarge the graphics by clicking on the respective image.



The Swiss ID card has a number of unique identification features:

- Wavy lines run across the photo and the ID card
- When the card is tilted, the Swiss cross or the abbreviation CH becomes visible depending on the viewing angle.



Also on the back of the Swiss ID card...

- different information is shown depending on the viewing angle.

With the German ID card, changing the viewing angle changes...

- the depiction of the German eagle.
- the colour of the logo from blue to green.



Subsequent changes of address are ...

- indicated by a sticker, which may be protected with a transparent film.
- sometimes labelled with stickers with a 2D barcode instead of a seal imprint, which can be checked with the Android app SealVa.

With the German ID card, changing the viewing angle shows...

- the expiry date of the document, or
- the photo of the owner.

These are the haptic security features!

Identity documents - such as the Swiss or German ID cards - have tangible proof of authenticity. Take a look at what these are in each case.



How do I take preventive action against attempted fraud?

The serial number and the date of birth are raised on the Swiss ID card and can be felt by running your finger or fingernail over them.

The validity date and the 6-digit card access number are raised on the German ID card and can be felt by running your finger or fingernail over them.

Is this the same person?

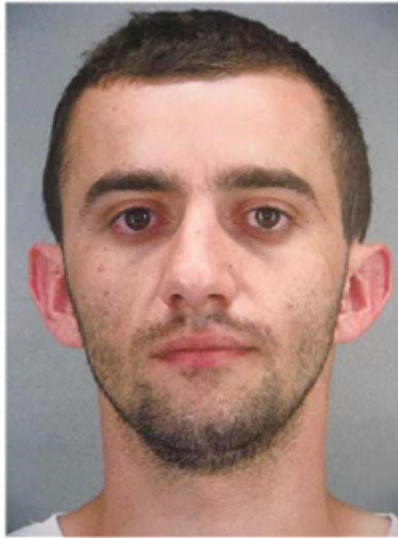
When checking whether a person is identical to their photograph, it is best to check the following features:

- Eye colour
- Face shape and proportions
- Size and gender
- Age
- Unchangeable characteristics (birthmark, different eye colours)

Can you identify any distinct characteristics like these? Mark the characteristics in both the left-hand ID photo and the right-hand snapshot that indicate that these are the same person. Or are we dealing with a fraudster?

Click on the correct sections of the image. The clickable areas only become visible when selected. You can change your selection until you click on "OK".

The right solution can be found on page 45.



How do I recognise forged documents?



"Hello , I have used my contacts and organised a meeting for you with our security officer. He can show you how the ID check works in practice. Click on the play button to gain practical experience."

What do I do in the event of attempted fraud?

There is a clear procedure to follow when a fraud attempt is identified. Can you put the 3 steps in the correct order? If you confirm your suggestion by clicking "OK", you will receive further details on the individual steps.

The right solution can be found on page 46.

- A) Cancel the identification process
- B) Inform the person being identified
- C) Report attempted fraud via the form in the app

Find 4 mistakes in this forged ID card!

One of the two ID cards is a forgery. Can you work out which one it is and then mark 4 mistakes in the forgery?

The right solution can be found on page 46.



Can you recognise the optical security features?

Assign the answers correctly. Drag the answers into the corresponding field and confirm your selection by clicking on "OK".

The right solution can be found on page 46.

- A) Swiss ID card
- B) German ID card
- C) No identification feature

- 1) Subsequent changes are overprinted
- 2) The country code becomes visible when the card is tilted
- 3) The expiry date becomes visible when the card is tilted
- 4) The logo changes from blue to green
- 5) Wavy lines run across the card
- 6) Zigzag lines run across the card

Information on data protection regulations and closure



Which data protection regulations apply to the Swisscom RA Service?

These requirements result from data protection

1. Only such personal data shall be processed that is necessary to fulfil your tasks as a RA agent.
2. In Switzerland, the *Federal Act on Data Protection FADP* applies.
(according to Art. 2 (e) of the Swiss Signature Act)
3. In the EU the *General Data Protection Regulation* GDPR applies.

What does "data processing" actually mean?

Data processing includes ...

- ... any processing of personal data, independently from the methods or procedures used, in particular the collection, storage, use, change, disclosure, archiving or deletion of data.
(according Art. 3 (e) Federal Act on Data Protection)



The Swisscom RA Service ensures that the data is stored in accordance with the requirements of the Swiss Signature Act (ZertES) and the FADP.

The Service is also compliant with the GDPR of the EU. The organisation of the RA agent (the so-called RA agency) completes an agreement covering the data processing of the data that is relevant for the fulfilment of the service (ADV).

The so-called "Duties of the RA agent" are the basis for the activity as a RA agent. All RA Agents are asked to accept these when they are appointed. By doing so, they confirm to comply with these "Duties of the RA Agent" at all times.



"Under this agreement, as RA agents, we are permitted to view and capture all data from ID documents requested by the RA App."

One last question:

After the identification process, is the information stored on the RA agent's mobile phone?

The right solution can be found on page 46.
Please choose one response.

- A) Sure, otherwise these data would be lost.
- B) No, the data are directly transmitted to Swisscom.

!

No information from the identification process is stored on the RA agent's mobile phone, not even the photos.

In the RA app, a RA agent only sees the anonymized mobile phone numbers of the last persons they identified.



Well done!

If you have followed the suggested order of the learning cards, this will be your last one.



Have you answered all the knowledge questions yet?

You can find the questions on the backs of the flashcards or summarized via the link on the right.

Only when all questions have been answered correctly, the training is completed.

And now what?

1. Upon successful completion of the training, you will receive an SMS with a link through which you will have to accept your duties related to your activity as an RA agent.
2. After accepting the "Duties of the RA agent", you will receive a confirmation SMS, which will also tell you your company name.
3. Download the RA app (search for "Swisscom RA") from the App Store, start it and authenticate yourself with your mobile phone number and the company name provided to you by SMS.



Now you can start identifying.

By the way: if you do the annual repetition of the eLearning, you don't have to accept the duties again, you will just get a confirmation SMS after completing the eLearning.



We advise you to download the entire training in PDF format now.

You can save the PDF on your device and use it for future identifications.

[Printout of the basic e-learning for RA Agents](#)