BE Numbe	Description	Automated Test Procedure	Non-automated Test Procedure	Expected Result	Test Frequency	Action upon Failure	Grace Period	Recourse after Grace Period	Notes
IdP 1	Operated with organizational-level authority	Email To: SAs requesting annual attestation. Parallel but separate message to: InC Exec.	Notice to new InC Exec when they initially onboard	Attestation received: 1: All contacts are correct, all entity issues are being addressed. 2: ACKing your message, but we have work to do/may need your help.	Yearly	Try to reach out/solve at the lowest level. Temporary email bounce: retry. Permanent bounce: contact organization No bounce, no response after N tries: contact organization. SUMMARY: make deliberate attempt to contact organization and prompt response.	2 months to respond to email	Service Management process	Enhance existing Service Management procedures to address.
IdP 2	Trusted enough to be used to access the organization's own systems	InC Exec annual attestation	Notice to new InC Exec when they initially onboard		Yearly	Try to reach out/solve at the lowest level. Temporary email bounce: retry. Permanent bounce: contact organization No bounce, no response after N tries: contact organization. SUMMARY: make deliberate attempt to contact organization and prompt response.	1 month to respond to email	Service Management process	
IdP 3.1	Complies with SIRTFI v1.0	automate to Check Sirtfi entity attribute Sirtfi required for all new entities; can be checked with annual Security Contact check.	self-reported or another entity reports to CTAB (incidental discovery)	o email: response accepts everything we said. o entity attribute: it is there. o security contact: acknowledged in response to the email.	annual	Failure = annual email goes without reply before the end of the email cycle period. In that case, CTAB dispute procedure process	1 month to respond to email	CTAB dispute procedure process	Security contact email (per entity) should remind them that their entity is marked Sirtfi compliant, and ask if that's still true.
IdP 3.2	Endpoints secured with current and trustworthy transport layer encryption	Scan endpoints using SSLLabs or equivalent.	alternative here?	SSLLabs score of A or better, or equivalent.	Annual	Lower than A or unscannable - reach out to operator, coordinate mitigation strategy and timeline. Mitigation should be made within 1 year.	1 year	CTAB dispute procedure process	
IdP 4	Metadata is accurate and complete, including site contact information	-	-						
	- Technical contact	Periodic email sent to contact with appropriate body and link to click.	-	link clicked	semi-annually	**email to Exec & SA: might want to check up on this**	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
	- Administrative contact	Periodic email sent to contact with appropriate body and link to click.	-	link clicked	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
	- Security contact	Periodic email sent to contact with appropriate body and link to click.	-	link clicked	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
	- Display name	Parse metadata for relevant string(s).	(Already done by JWK's group when IdP metadata is first created).	Metadata string exists and provides reasonable display name.	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
	- Logo URL	Parse metadata for relevant string(s) and that it points to a url that returns a reasonable response code (e.g. 200 OK).	-	Metadata string exists, URL resolves, a suitably sized image resides there.	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
	- Privacy policy URL	Parse metadata for relevant string(s) and that it points to a url that returns a reasonable response code (e.g. 200 OK).	-	Metadata string exists, URL resolves, a document resides there.	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
IdP 5	Includes a current errorURL	Parse metadata for relevant string(s) and that it points to a url that returns a reasonable response code (e.g. 200 OK).	-	Metadata string exists, URL resolves, an HTML document resides there.	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
SP 1	Controls are in place to reasonably secure information and maintain user privacy.	Email To: SAs requesting annual attestation. Paralell but separate message to: InC Exec.	Notice to new InC Exec when they initially onboard	Attestation received: 1: All contacts are correct, all entity issues are being addressed. 2: ACKing your message, but we have work to do/may need your help.	Yearly	Try to reach out/solve at the lowest level. Temporary email bounce: retry. Permanent bounce: contact organization No bounce, no response after N tries: contact organization. SUMMARY: make deliberate attempt to contact organization and prompt response.	2 months to respond to email	Service Management process	
SP 2	Information received from IdPs is not shared with third parties without permission and is stored only when necessary for SP's purpose.	Email To: SAs requesting annual attestation. Paralell but separate message to: InC Exec.	Notice to new InC Exec when they initially onboard	Attestation received: 1: All contacts are correct, all entity issues are being addressed. 2: ACKing your message, but we have work to do/may need your help.	Yearly	Try to reach out/solve at the lowest level. Temporary email bounce: retry. Permanent bounce: contact organization No bounce, no response after N tries: contact organization. SUMMARY: make deliberate attempt to contact organization and prompt response.	2 months to respond to email	Service Management process	Discuss in CTAB whether we can go beyond attestation.
SP 3.1	The SP complies with the requirements of the REFEDS SIRTFI v1.0.	automate to Check Sirtfi entity attribute Sirtfi required for all new entities; can be checked with annual Security Contact check.	self-reported or another entity reports to CTAB (incidental discovery)	o email: response accepts everything we said. o entity attribute: it is there. o security contact: acknowledged in response to the email.	annual	Failure = annual email goes without reply before the end of the email cycle period. In that case, CTAB dispute procedure process	1 month to respond to email	CTAB dispute procedure process	Security contact email (per entity) should remind them that their entity is marked Sirtfi compliant, and ask if that's still true.
SP 3.2	All SP service endpoints are secured with current and trustworthy transport layer encryption.	Scan endpoints using SSLLabs or equivalent.	alternative here?	SSLLabs score of A or better, or equivalent.	Annual	Lower than A or unscannable - reach out to operator, coordinate mitigation strategy and timeline. Mitigation should be made within 1 year.	1 year	CTAB dispute procedure process	
SP 4	The SP's published metadata is accurate and complete:	-	-						
	- Technical contact	Periodic email sent to contact with appropriate body and link to click.	-	link clicked	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
	- Administrative contact	Periodic email sent to contact with appropriate body and link to click.	-	link clicked	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
	- Security contact	Periodic email sent to contact with appropriate body and link to click.	-	link clicked	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
	- Display name	Parse metadata for relevant string(s).	(Already done by JWK's group when IdP metadata is first created).	Metadata string exists and provides reasonable display name.	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	

BE Numbe	Description	Automated Test Procedure	Non-automated Test Procedure	Expected Result	Test Frequency	Action upon Failure	Grace Period	Recourse after Grace Period	Notes
	- Logo URL	Parse metadata for relevant string(s) and that it points to a url that returns a reasonable response code (e.g. 200 OK).	-	Metadata string exists, URL resolves, a suitably sized image resides there.	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
	- Privacy policy URL	Parse metadata for relevant string(s) and that it points to a url that returns a reasonable response code (e.g. 200 OK).	-	Metadata string exists, URL resolves, a document resides there.	semi-annually	email to Exec & SA: might want to check up on this	N/A. Covered in annual attestation.	N/A. Covered in annual attestation.	
SP 5	Unless governed by an applicable contract, attributes required to obtain service are appropriate and made known publicly.	Email To: SAs requesting annual attestation. Paralell but separate message to: InC Exec.	Notice to new InC Exec when they initially onboard	Attestation received: 1: All contacts are correct, all entity issues are being addressed. 2: ACKing your message, but we have work to do/may need your help.	Yearly	Try to reach out/solve at the lowest level. Temporary email bounce: retry. Permanent bounce: contact organization No bounce, no response after N tries: contact organization. SUMMARY: make deliberate attempt to contact organization and prompt response.	2 months to respond to email	Service Management process	Discuss in CTAB whether we can go beyond attestation.