



Employee Authentication Project in Practice

Enrolling all Local Authority CIS users onto the
Employee Authentication Service

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Data security is a government-wide issue

Brown apologises for records loss

Prime Minister Gordon Brown has said he "profoundly regrets" the loss of 25 million child benefit records.



He apologised in the Commons for the "inconvenience and worries" caused and said the government was working to prevent the data being used for fraud.

Mr Brown said the government was not "complacent" about the losses

BBC News

21st November 2007

Another 94 data gaffes reported since HMRC lost child benefit discs

By MATTHEW HICKLEY

Daily Mail

21st April 2008

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Tougher data rules for Whitehall

BBC News

25th June 2008

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CIS will only be accessible via EAS by the end of 2010

- Hannigan Review and Data Concerns have led to Government wide security improvements

DWP has supported implementation of GCSx to meet many of these concerns

- EAS looks to improve the security of how information is accessed

- Stronger registration process for end-users

- 2-factor authentication when end-user accesses system

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EAS verifies the identity of a user attempting to access shared information by using two components to authenticate the user – something you know (a PIN) and something you have (a token or card).

Without EAS

LOGON
PASSWORD



With EAS

PIN



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To use EAS an individual must be able to access a Registration Authority (RAs)

A Registration Authority:-

1. Verifies the identities of users and registers them onto EAS
2. Confirms the user requirements needed to access CIS
3. Manages the token lifecycles

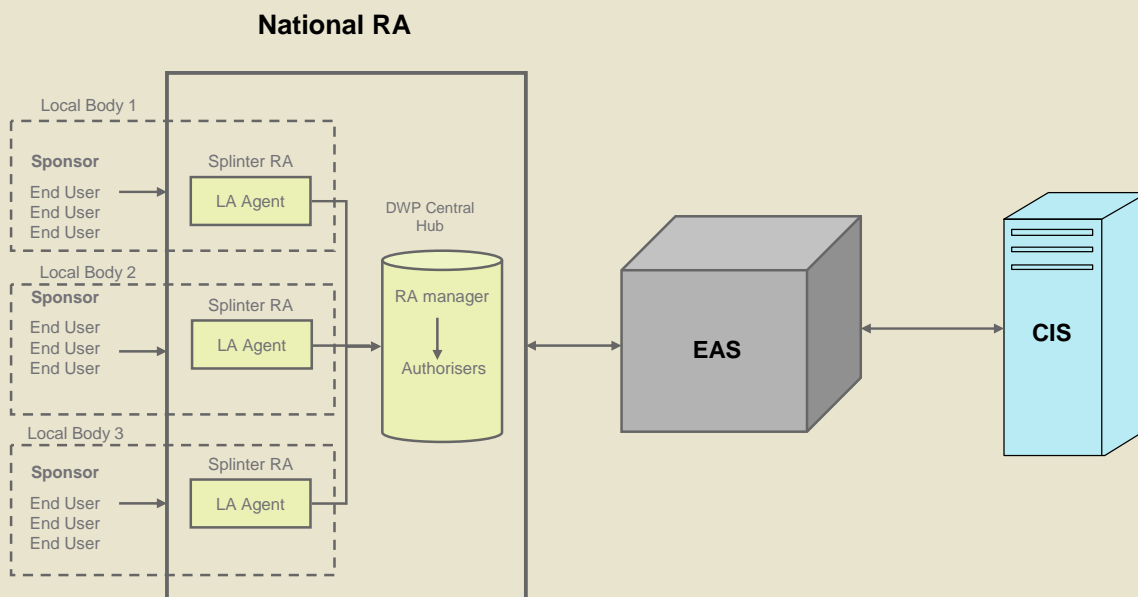
CIS end-users can be registered onto CIS either via a local RA or via the DWP run national RA.

Your corporate IT will know if your LA is establishing a local RA

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The National RA has a number of roles to be filled by LA staff



Key Roles

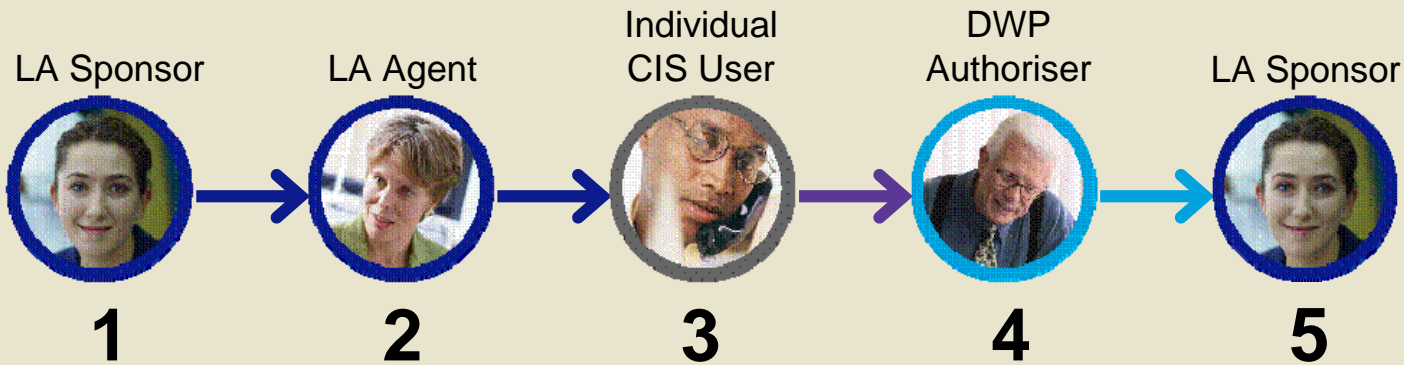
- **Business Sponsor:** Senior LA Figure who can identify LA users with a business need to access the CIS
- **Local Agent:** With responsibility for registering and enrolling staff and managing tokens
- **DWP authorisers:** With responsibility for authorising the registration and enrolment of staff
- **End-Users:** with responsibility for bringing identification documentation to RA and using token to access CIS

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The NRA process in summary



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We intend to standardise the identification documentation the end-user will need to present to the LA Agent

LA Agent



The LA Agent checks the documentation for registration and enrolment and processes the application including providing the user with their token. Verification of the individual requires:-



2 forms of identification
(1 with a photo) such
as a passport and
current tax
notification form



A validated
employment
history for the
past 3 years



Request from
the sponsor
asking the
named individual
to be registered
on EAS





The NRA process in summary

The individual CIS User will have their photograph taken (probably via webcam), will receive their token and will have to sign a personal Statement of Compliance.

LA Agent



Individual CIS User



The individual CIS User will have their photograph taken (probably via webcam), will receive their token and will have to sign a personal Statement of Compliance.



The statement confirms that the individual CIS User will comply with all requirements of EAS and all systems they access. The statement is then locked away in a secure cupboard within the LA.

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The LA Agent role is the key to the whole process

The LA Agent will need to:

- Set-up the LA splinter terminal so it has the necessary hardware attached
- Set-up the LA splinter terminal so that it can connect to the EAS website via GCSx
- Arrange the registration times for their CIS end-users to present their identification documentation
- Register and enrol end-user staff onto EAS and CIS
- Manage token lifecycle
- Remove end-user staff from CIS when they no longer have a business need to access

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How can we help?

Website: The website contains lots of information relating to the project including all official communications and FAQs. This is the first point of call. www.dwp.gov.uk/eas

Helpline: We look to turn around all queries within 24 hours on the email helpline. We can be reached at eas.info@dwp.gsi.gov.uk

Regular updates: We will look to provide regular updates on the project in HB Direct.

Training and Guidance: We will provide all the direct training and guidance needed to skill up LA Agents as well as the documentation they will need to run the splinter RA.

Hardware: We will provide all the hardware and tokens needed to establish a splinter RA

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We are looking to turn off current CIS access towards the end of 2010

Our key project timescales are:-

- Sept/Oct 2009: CIS on EAS and end to end process checked with Pilot LA
- Nov/Dec 2009: DWP elements of National RA established and end to end process checked with Pilot LAs
- Dec/Jan/Feb 09/10: Large Implementation Pilot exploring rollout on regional scale and reviewing processes and training
- March to September 2010: National RA network established across all LAs using national RA.

Key activities for LAs:

- Identify whether using local RA or national RA

If using national RA:

- Identify LA Agent and Business Sponsor
- Confirm an LA Agent training session
- Attend session and establish splinter RA in LA
- Register and Enrol End-Users

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