

Polja, označena z *, so obvezna.
*Fields marked with * are mandatory.*

1 Vložnik / *Applicant*

a) * Polno ime podjetja / *Full name of the company:*

b) * Naslov oz. sedež podjetja / *Address or seat of the company:*

c) * Registrska številka in sodišče ali gospodarska zbornica / *Registration number and the relevant Court or Chamber of Commerce:*

d) * Odgovorna(-e) oseba(-e)/predstavnik(-i) podjetja, naziv, telefon in email / *Responsible person(s)/company representative(s), title, phone, email:*

e) * Kontaktna(-e) oseba(-e), naziv, telefon, email / *Contact person(s), title, phone, email:*

f) * Davčna št. / *VAT number:*

g) * E-naslov za prejemanje računa. / *E-mail address for receiving invoices:*

h) Št. osebja za storitve zaupanja / *Number of personnel for trust services:*

i) Št. lokacij, povezanih s storitvami zaupanja / *Number of locations related to trust services (CA offices):*

j) Obstoječi certifikati / *Existing certifications:*

k) Št. uporabljenih informacijskih sistemov / *Number of information systems used:*

2 Ponudnik storitev (Izpolnite samo, če je drugačen od vložnika.) / *Service Provider (Complete only if different from the Applicant.)*

a) * Polno ime podjetja / *Full name of the company:*

b) * Naslov oz. sedež podjetja / *Address or seat of the company:*

c) Razmerje med vložnikom in ponudnikom storitev (npr. regionalni sedež, prodajna pisarna, lokalni predstavnik, podizvajalec ...) / *Relation of the Applicant to the Service Provider (e.g., regional headquarters, sales office, local representative, sub-contractor, etc.):*

d) Priloženo pooblastilo ponudnika storitev vlagatelju za izvedbo certificiranja storitev ponudnika storitev? / *Attached the Service Provider's authorization letter to the Applicant to carry out certification of the Service Provider's service(s)?*

☐

3 Storitve / *Service*

a) * Storitve / *Service* (predmet certificiranja / *subject of certification*):

☐ Elektronski podpis / *Electronic signature*

☐ Izdaja / *Creation*

☐ Validacija / *Validation*

☐ Hramba / *Preservation*

Kriteriji, zajeti v internem dokumentu CP207, in relevantni ETSI standardi, zajeti v dokumentu AN301 / *Criteria covered in internal document CP207 and relevant ETSI standards covered in document AN301.*

☐ **Elektronski žig / Electronic seal**

- ☐ Izdaja / Creation
☐ Validacija / Validation
☐ Hramba / Preservation

Kriteriji, zajeti v internem dokumentu CP207, in relevantni ETSI standardi, zajeti v dokumentu AN301 / Criteria covered in internal document CP207 and relevant ETSI standards covered in document AN301.

☐ **Elektronski časovni žig / Electronic time stamp**

Kriteriji, zajeti v internem dokumentu CP207, in relevantni ETSI standardi, zajeti v dokumentu AN301 / Criteria covered in internal document CP207 and relevant ETSI standards covered in AN301.

☐ **Storive elektronske priporočene dostave / Electronic registered delivery services**

Kriteriji, zajeti v internem dokumentu CP207, in relevantni ETSI standardi, zajeti v dokumentu AN301 / Criteria covered in internal document CP207 and relevant ETSI standards covered in AN301.

☐ **Avtentikacija spletišč / Certificate services for website authentication**

Kriteriji, zajeti v internem dokumentu CP207, in relevantni ETSI standardi, zajeti v dokumentu AN301 / Criteria covered in internal document CP207 and relevant ETSI standards covered in AN301.

☐ **Upravljanje naprav za ustvarjanje kvalificiranega elektronskega podpisa na daljavo / Management of remote electronic signature creation devices**

Kriteriji, zajeti v internem dokumentu CP207, in relevantni ETSI standardi, zajeti v dokumentu AN301 / Criteria covered in internal document CP207 and relevant ETSI standards covered in AN301.

☐ **Upravljanje naprav za ustvarjanje kvalificiranega elektronskega žiga na daljavo / Management of remote electronic seal creation devices**

Kriteriji, zajeti v internem dokumentu CP207, in relevantni ETSI standardi, zajeti v dokumentu AN301 / Criteria covered in internal document CP207 and relevant ETSI standards covered in AN301.

Ostalo. / other _____

Opomba: AN301 je priložen kot ločen dokument.

c) * Dokumentacija o storitvi (storitvah) (opis postopka/storitve) / Documentation about the service(s) (description of the procedure/service):

- ☐ Politika storitve zaupanja / Trust Service Policy
☐ Ocena tveganj / Risk assesment
☐ Upravljanje incidentov / Incident management

Ostalo: _____

4 Obseg certificiranja / Certification scope

Področje certificiranja je opredeljeno, ko vlagatelj opredeli storitev, ki jo je treba certificirati v skladu z Uredbo eIDAS (EU) št. 910/2014 ter Uredbo (EU) 2024/1183, ki jo spreminja in dopolnjuje. Na podlagi odločitve certifikacijske komisije bo SIQ Ljubljana izdal potrdilo o skladnosti za zahtevano storitev, ki je v skladu z zahtevami iz Uredbe eIDAS (EU) št. 910/2014 ter Uredbe (EU) 2024/1183.

The certification scope is defined when the applicant identifies a service to be certified according to eIDAS Regulation (EU) No. 910/2014 and Regulation (EU) 2024/1183, which amends and supplements it. Based on the certification commission' decision, SIQ Ljubljana will issue an Attestation of Conformity for the requested service that complies with the requirements of eIDAS Regulation (EU) No. 910/2014 and Regulation (EU) 2024/1183.

5 Pogoji in omejitev odgovornost / Conditions and disclaimers

SIQ Ljubljana (SIQ) uporablja vse zaupne informacije prijavitelja izključno za namen certificiranja in jih ne sme razkriti drugim strankam. Dostop do zaupnih podatkov ima samo pooblaščen osebje v SIQ. Podrobnosti o ureditvi zaupnih podatkov se dogovorijo z ločeno podpisano pogodbo o varovanju zaupnih podatkov. Vlagatelj se strinja, da bo SIQ poslal revizijska poročila ali certifikate vsem ustreznim regulatorjem/organom, če bo to zahtevala določena(-e) jurisdikcija(-e). SIQ lahko na zahtevo izda vnaprejšnjo oceno cene za katero koli vlogo. S podpisom vloge se vlagatelj zaveže, da bo plačal vse stroške, povezane s postopkom certificiranja/nadzora. Vlagatelj bo prejel poročila o presoji in/ali certifikate po poravnavi računa.

Kadar je med presojo (npr. ocenjevanjem presojevalca, akreditacijsko presojo itd.) potrebna prisotnost opazovalcev, SIQ pred presojo o tej zahtevi obvesti vlagatelja in/ali lastnika certifikata; vlagatelj in/ali lastnik certifikata mora omogočiti prisotnost opazovalcev.

Vlagatelj izjavlja, da storitev, opredeljena v vlogi, ne opravlja nobene druge funkcije, kot je opredeljena v predloženi dokumentaciji.

Vlagatelj izjavlja, da so vse materialne avtorske pravice in druge avtorske pravice za storitev, predloženo v ocenjevanje (vključno s postopki itd.), ustrezno zavarovane s pogodbami z vlagateljevimi tretjimi osebami, tako da je vlagatelj v celoti upravičen do izvajanja vseh dejavnosti, povezanih s to vlogo. (Če vlagatelj ni ponudnik storitve, je treba tej vlogi priložiti ločeno izjavo o ponudniku storitve.)

Ponudnik certificiranih storitev zbira pritožbe uporabnikov storitev, sprejme ustrezne ukrepe, vodi ustrezno evidenco o tem in jo na zahtevo pošlje SIQ. (Če vlagatelj ni ponudnik storitev, se tej vlogi priloži ločena izjava ponudnika storitev.)

Vlagatelj potrdi, da je seznanjen s pravili in postopki SIQ ter se strinja z njimi (za certificiranje EIDAS: dokument CP207; CR303; za splošne pogoje SIQ za opravljanje storitev: dokument GN007). Navedeni dokumenti so na voljo na spletni strani SIQ.

Vlagatelj mora SIQ predložiti seznam osebja, s katerim se lahko SIQ poveže v zvezi z vlogami in povezanimi postopki, ter SIQ nemudoma obvestiti o vseh spremembah tega seznama.

Oseba, ki podpiše to vlogo v imenu vsake od zadevnih strank, jamči drugi stranki, da jo je ta stranka ustrezno pooblastila za zastopanje in podpis te vloge.

Če kateri koli od tukaj navedenih pogojev ni izpolnjen, ta vloga postane neveljavna. Za vse spore v zvezi s to vlogo je pristojno Okrožno sodišče v Ljubljani.

SIQ Ljubljana (SIQ) shall use all the Applicant's confidential information solely for the purpose of certification and shall not disclose it to other parties. Access to confidential information shall be restricted to authorised personnel within SIQ. The details of confidential information arrangements shall be agreed in a separately signed NDA (Non-Disclosure Agreement). The Applicant agrees that SIQ will send audit reports or certificates to any relevant regulators/authorities if required by the specific jurisdiction(s).

Upon request, SIQ may issue an advance price estimate for any application. By signing the application, the Applicant undertakes to pay any costs related to certification/surveillance procedure. The Applicant will receive the audit reports and/or certificates upon settlement of the invoice.

When the presence of observers is needed during an audit (e.g., auditor evaluation, accreditation audit, etc.), SIQ shall inform the Applicant or/and the certificate holder of this requirement prior to the audit; the Applicant or/and the certificate holder shall allow the presence of observers.

The Applicant declares that service identified in the application does not perform any function other than that specified in the documentation submitted.

The Applicant declares that all material copyrights and other proprietary rights on the service submitted for evaluation (including procedures, etc.) are appropriately secured by contracts with the Applicant's third parties in a way that the Applicant is fully entitled to carry out all activities related to this application. (If the Applicant is not the Service Provider, a separate service provider statement should be attached to this application.)

The certified Service Provider shall collect complaints from service users, take appropriate actions, keep appropriate records thereof and send them to SIQ upon request. (If the Applicant is not the Service Provider, a separate service provider statement should be attached to this application.)

The Applicant shall confirm that they are aware and agree to the SIQ rules and procedures (for eIDAS certification: document CP207; CR303; for SIQ's general terms and conditions for the provision of services: document GN007). These documents are available on the SIQ website.

The Applicant shall provide SIQ with a list of the personnel which SIQ may contact in relation to applications and related procedures and shall promptly notify SIQ of any changes to this list.

The person signing this application on behalf of each of the respective parties warrants to the other party that they have been duly authorised by that party to represent and sign this application.

If any of the conditions set out herein are not met, this application shall become void. The Ljubljana District Court shall have jurisdiction over any dispute relating to this application.

Podpisano za in v imenu vložnika /
Signed for and on behalf of the
Applicant:

Podpis / Signature:

Ime in delovno mesto / Name and position:

Datum / Date:

Podpisano za in v imenu SIQ /
Signed for and on behalf of SIQ:

Podpis / Signature:

Ime in delovno mesto / Name and position:

Datum / Date: