



122-B

TASK STARTUP MEETING

Chair	CESG
Secretary	CLEF
Attendees	Accreditor Sponsor Developers Consultants Customers Evaluators CESG Certifier CESG Technical Expert

Standard Agenda

1. **Chairman's Introduction**
2. **TOE Overview**
3. **CESG Review of TOE Scope**
4. **Evaluation Work Programme**
5. **Security Functional Tests and Penetration Tests**
6. **Vulnerability & Patch Management**
7. **Certification Work Programme**
8. **Any Other Business**
9. **Summary of Actions**
10. **Date of Next Meeting and TSM Closure**
11. **Post TSM: Detailed Review of TOE Scope (if required)**

Guidance for TSM Attendees

1. Chairman's Introduction.

CESG to lead.

- a. Chairman welcomes attendees.
- b. Agree Minutes Secretary (*CLEF*).
- c. State technical meeting objectives.
- d. Individual attendees state their name, title, role.
- e. Agree agenda, including any requested changes.
- f. Collect contact details (e.g. email addresses).

2. TOE Overview.

Developer to lead (based on the TOE Scoping Information or the draft Security Target). Cover:

- a. Assets, Threats and Security Objectives.
- b. Boundaries and Interconnections.
- c. Physical and Logical Architecture.
- d. Security Architecture (including required Hardware, Firmware and Software).
- e. Risks & Principal Security Functionality.
- f. Operational Use including Modes of Operation.
- g. Target Assurance Level.
- h. Evaluated Components & any re-use of results.
- i. Development Status and Timescales.
- j. Known Vulnerabilities in Design.

3. CESG Review of TOE Scope.

CESG to lead.

- a. Discuss CESG Review of TOE Scope or draft ST – key points. (Discuss details after TSM.)

4. Evaluation Work Programme.

CLEF to lead.

- a. Present the draft *Evaluation Work Programme* (EWP) for discussion.
- b. Establish and agree the scope of the evaluation.
- c. Discuss evaluation constraints and limitations.
- d. Discuss dependencies and their management.
- e. Present the test sampling strategy.
- f. Present the evaluation timescales.
- g. Propose the *CLEF* team structure, including any specific technical experience/skill requirements.
- h. Discuss the requirements for TOE training and technical support (eg tools) from the Developer.

5. Security Functional Tests and Penetration Tests.

CLEF to lead.

- a. Security Functional Testing.
- b. Penetration Testing.
- c. Test Configuration(s).
- d. Vulnerability Analysis.
- e. Provision of test scripts to CESG.

6. Vulnerability & Patch Management.

CESG to lead.

- a. Status of known and potential vulnerabilities.
- b. Risk management and recommendations.

7. Certification Work Programme.

CESG to lead.

- a. Present the *Certification Work Programme*, which is available for download at: http://www.cesg.gov.uk/products_services/iacs/cc_and_itsec/media/formal-docs/uksp02-standard_cwp.pdf
- b. State the EWP and ST approval requirements.
- c. Agree certification timescales.
- d. Discuss any accreditation requirements (e.g. Interim Statements, Additional Testing, timescales).

8. Any Other Business.

CESG to lead.

- a. Access to *all* evaluation deliverables should be provided to the *CLEF* & *CESG* (see Paragraph 76 of UKSP 03, 2.1, October 2008).
- b. Agree Protective Markings of evaluation and certification documents.
- c. Agree provision of all documents in softcopy (via RLI if necessary); *with changes indicated*.
- d. Agree email policy for UNCLASSIFIED reviews of Protectively Marked material.
- e. Discuss whether a *CLEF* Technical Audit is required.
- f. Discuss any cryptographic aspects.
- g. Establish any known re-evaluation and/or assurance maintenance requirements.
- h. Discuss web entry, if required.

9. Summary of Actions.

Secretary to lead.

- a. Suggested action: update Security Target.
- b. Suggested action: update EWP.
- c. Suggested action: submit web entry, if required.
(In the Meeting Minutes, each Action should include an Actionee, a Due Date, and a Reference of the form "TSM-n".)

10. Date of Next Meeting and TSM Closure.

CESG to lead.

- a. Determine date of next meeting, if required.
- b. Establish any additional meeting requirements.
- c. Thank attendees for attending the TSM.

11. Post TSM: Detailed Review of TOE Scope (if required).

CESG to lead.

Discuss CESG Review of TOE Scope or draft ST – detailed points with Accreditor/Sponsor