SCHEDULE 2

***FORM 1***

*Regulations 5(2), 6(2)*

THE REPUBLIC OF UGANDA

THE ELECTRONIC SIGNATURES REGULATIONS, 2013

**Application for a licence to provide certification service\* repository\* or date and time stamp service\***

**To: The Controller**,

1. Particulars of applicant:

(a) Name: ……………………………………………………………………………...............

(b) Physical address:…………………………………………………………………...............

…………………………………………………………………………………………............

(c) Postal address: ……………………………………………………………………..............

…………………………………………………………………………………………............

(d) Telephone (fixed line): ……………………………………………………………............

(e) Mobile phone:……………………………………………………………………...............

(f) Fax: ………………………………………………………………………………...............

(g) E-mail address:…………………………………………………………………….............

(h) Identification number (in case of an individual):………………………………….............

(i) Name of contact person(where different from applicant):

………………………………………………………………………………………................

2. Legal status of applicant:

Indicate legal status of applicant

*(Attach certificate of incorporation, memorandum and articles of association where applicable)*

3. Particulars of directors:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Name** | **Address** | **Nationality** | **Country of usual residence** |
| (a) |  |  |  |  |
| (b) |  |  |  |  |
| (c) |  |  |  |  |
| (d) |  |  |  |  |
| (e) |  |  |  |  |

4. Technical capacity and experience of applicant.

Provide detailed statement of applicant’s technical competence and experience in the certification service\*repository\* or date and timestamp service\*.

1. Please, give the name of the staff employed by the applicant and their job description (attach a separate sheet)
2. Please indicate the academic qualifications of each member of staff and his or her curriculum vitae.............................................................................................................. ........................................................................................................................................
3. A declaration that none of the staff members has been convicted of any felony or an offence involving fraud, false statement or deception.

5. Description of the proposed service to be provided and a detailed operating procedure ………………………………………………………………………………............................

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6. Description of the technical specifications of the hardware and software systems and the standards that the systems comply with .................................................................................... …………………………………………………………………………………………………

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7. Description and location of facilities

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8. Policies for security, privacy of information and disaster recovery

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9. Statement of the proposed costs and financing

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10. Name of the applicant’s insurers and proof of insurance

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11. Attach auditor’s report certifying compliance with the requirements set out in the Act and these Regulations.

12. Declaration by the applicant:

I declare that the details stated above are, to the best of my knowledge, true and correct.

13. Authorised signature and seal of applicant

Name ………………………………………… Signature …………………………….

Seal

Dated this ………………………. day of ………………………………..., 20………..

*\*delete whichever is not applicable.*