

# **DNSSEC Key Ceremony Script** Wednesday, August 17, 2016

#### Sign In to Facility

Step	Activity	Initial	Time (PDT)
1	FO has all participants sign in on Facility Sign-In Sheet before entering the Key Management Facility.		
2	FO reviews emergency evacuation procedures and other relevant information with participants.		
3	FO collects and stores participants' cell phones and computers outside the Key Management Facility.  Cameras and other recording devices are permitted in the Key Management Facility.  SC may retain and use a computer during the ceremony.		
4	FO verifies the functioning of audio and video recording.		

#### Enter the Key Management Facility

Step	Activity	Initial	Time (PDT)
5	As the participants enter the Key Management Facility, the EW verifies the identity of each by examining a government-issued photo identification, notes the type and number of each piece of identification, and the participant's entry time on the Participant Signature Sheet.		
	Participants should not sign the sheet until the end of the ceremony.		
	As the participants are identified each is issued an identification vest.		

#### **Ground Rules**

Step	Activity	Initial	Time (PDT)
6	CA previews ground rules and break procedures with participants.		
	- We follow the script step by step.		
	- Each step is read aloud by CA prior to its performance. Text in (( double parenthesis )) does not have to be read aloud.		
	- Upon the completion of each step, its completion and the time of completion are announced for the record, and the EW records the completion time and initials the EW copy of the script.		
	- If any participant notices a problem or believes that an error has occurred, that participant should interrupt immediately, and the participants should agree upon a resolution prior to proceeding.		
	- Any significant discrepancies or deviations from the script will be recorded by the EW on the provided Exception Sheets.		
	- CA and anybody handling items removed from a TEB or items on the work surface should have rolled up sleeves or, preferably, short sleeves.		
	- Ask if anybody is not known to other attendees. If not, they should be introduced.		
	- Questions and suggestions for improvement are welcome at any time, will be incorporated into the record, and contribute to the quality of this and future ceremonies.		

## Verify Time and Date

Step	Activity	Initial	Time (PDT)
7	EW reads aloud and records the date (month/day/year) and time (UTC) using an NTP-synchronized clock visible to all. Participants verify that the time is correct.		
	Date:		
	Time:		
	While this and previous steps are recorded using local time, subsequent steps and any associated logs follow this common source of time and are recorded in UTC.		

#### Verify UPS

Step	Activity	Initial	Time (UTC)
8	If there is a UPS (uninterruptible power supply), then		
	- CA verifies that the UPS is connected to and receiving power from the electric grid and that it is charged.		
	- CA verifies that the audio recorder is receiving power from the UPS.		

#### Remove Equipment from Safe

Step	Activity	Initial	Time (UTC)
9	SC opens the safe and records this action as an entry in the safe's log sheet.		

10	SC collects the following items from the safe:	
	- KSK-HSM-02-BRK HSM	
	- boot-DVD	
	- laptop	
	and any other items that may be required, indicating removal of each with any applicable TEB or serial numbers in the safe's log sheet. SC also provides any necessary power supplies and cables. Equipment is placed on the work surface visible to all partipants.	
	If the immediately preceeding key ceremony was also held in this same facility, the HSMFD is also collected from the safe. If the preceeding key ceremony was performed in a different facility, any HSMFD from the preceeding key ceremony may be used, provided it's still in its TEB and the TEB number and integrity are verified.	
11	CA reads out KSK-HSM-02-BRK HSM TEB and serial numbers while EW checks that they match those recorded in the script from the most recent key ceremony performed at this site.	
	TEB# A4128467	
	Serial# H1411035	
12	CA reads out boot-DVD, laptop, and HSMFD TEB numbers while EW checks that they match those recorded in the script from the most recent key ceremony performed at this site.	
	DVD TEB# A28410714	
	Laptop TEB# A4128463	
	HSMFD TEB# A28410688	

#### Collect OP Cards

Step	Activity	Initial	Time (UTC)
13	CA collects OP cards from COs, reading out and comparing TEB numbers with those recorded in the most recent ceremony each participated in, reproduced for convenience in the appendices of this document. Different COs may appear on different pages. Note any discrepancies. CA places the cards in plain view on the work surface, removing cards from TEBs, discarding used TEBs but saving warning slips for reuse.		

## Set Up Laptop

Step	Activity	Initial	Time (UTC)
14	CA removes the boot-DVD and laptop from their TEBs, showing participants that the laptop contains no boot devices.		
	CA places the boot-DVD and the laptop on the work surface, connects laptop power to the UPS. Any external monitor or projector may be powered from either the grid (or the UPS if it has sufficient capacity).		
	Power the laptop on, booting it from the DVD or another boot medium.		
	CA makes sure the output on the laptop screen is visible on any external monitor or projector.		
	(( Use the function + F8 keys to cycle through until the display shows only on the external monitor or projector. This must be done before Linux start booting. Boot warnings may be ignored if it continues to boot. ))		
15	CA logs in as root.		
16	CA opens a terminal window via the Menu: "Applications", "Accessories", "Terminal"		

17	CA sets the timezone on the laptop to UTC:	
	cd /etc/	
	rm localtime	
	ln -s /usr/share/zoneinfo/UTC localtime	
	Set time to match the wall clock:	
	date mmddHHMMYYYY	
	Verify:	
	date	
18	If the boot medium came from the above mentioned TEB, then the rest of this step can be skipped.	
	If a boot medium which was not in the TEB, was used to boot the laptop, then we must verify that its sha256 checksum matches the checksum from key ceremony 6.	
	CA opens a terminal window, which we will refer to as the "checksum window". In this window the CA starts the calculation of the sha256 checksum of the boot device. The appropriate device must be specified if the correct device is not /dev/cdrom. The calculation takes about 9 minutes to complete for a DVD. The results will be verified in a later step; this step is considered complete as soon as the command is issued.  sha256sum < /dev/cdrom	
19	CA connects USB hub to laptop.	
	CA removes HSMFD from its TEB, connects it to the laptop, and waits for operating system to recognize the FD. CA ensures this HSMFD is from the prior KC, regardless of location. CA lets participants view contents of HSMFD then closes FD window.	

# Start Logging Terminal Session

Step	Activity	Initial	Time (UTC)
20	CA opens a new terminal window, which we will refer to as the "command window". In this window the CA will change the default directory to the HSMFD and start capture of terminal output to a file:		
	cd /media/HSMFD		
	script script-20160817.log		

## Start Logging HSM Output

Step	Activity	Initial	Time (UTC)
21	CA inspects the HSM TEB for evidence of tampering and removes the HSM from its TEB; discards the TEB and connects the ttyUSB0 null modem serial adaptor and cable. CA connects the ttyUSB0 null modem serial adaptor and cable to the laptop, completing the serial connection between laptop and HSM.		
22	CA opens a new terminal window, which we will refer to as the "ttyaudit window". In this window the CA will start logging HSM serial output by executing		
	cd /media/HSMFD		
	ttyaudit /dev/ttyUSB0		
	(( Do not unplug USB serial port adaptor from the laptop until instructed, as this would cause logging to stop. ))		

## Verify DVD checksum

Step	Activity	Initial	Time (UTC)
23	If no checksum calculation was started for the boot medium earlier, then the rest of this step can be skipped.		
	CA will read the checksum aloud, four digits at a time.		
	EW verifies that the checksum of the boot-DVD is:		
	7DE4 31F9 C33D DFEF		
	9089 AB56 13A3 8126		
	708A 3AC1 A784 38A7		
	B9C9 2A4F 52A1 F87C		
	Participants may compare this with the boot-DVD checksum calculated during Key Ceremony 6, reproduced for convenience in the appendices of this document.		
	CA closes the terminal window by typing		
	exit		

#### Prepare new scripts

Step	Activity	Initial	Time (UTC)
24	CA inserts the flash drive labeled "SCRIPTS" into a free USB slot and waits for operating system to recognize the FD. When the new window for the mounted device appears, close that window.		
25	CA copies the compressed scripts and input files from the drive labeled "SCRIPTS" (( into the current directory on the HSMFD )).		
	ls /media/SCRIPTS		
	cp -p /media/SCRIPTS/scripts- 20160817.tar.gz .		
	sha256sum scripts-20160817.tar.gz		
	tar -xzvof scripts-20160817.tar.gz		
	sh copystuff		

#### Connecting offline HSM (KSK-HSM-02-BRK)

Step	Activity	Initial	Time (UTC)
26	CA connects UPS power to the HSM. Status information will appear in the "ttyaudit window" and the "Ready" LED on the will HSM blink. After its self-test the HSM will display the text "Set Online" indicating that the HSM is in the initialized state and the "Ready" LED will be off.		

#### Activate HSM

Step	Activity	Initial	Time (UTC)
27	27 CA sets HSM online using the "Set Online" menu item and three (3) OP cards. The "Ready" LED should illuminate.		
	Use OP cards 1, 4 and 5		
	(( All cards have PIN 11223344 ))		
	(( The HSM will always refer to cards 1, 2 and 3, regardless of our numbering (possibly) being different. ))		
28	CA connects Ethernet cable between laptop and HSM and sets the HSM IP in the laptop config by entering		
	ipadd		
	set-hsm-env		

## Start generating Keys and Keybundles

Step	Activity	Initial	Time (UTC)
29	CA disables screen saver by typing		
	disable-screensaver		
	Now, using the GUI menu, in		
	"System", "Preferences", "Screensaver"		
	uncheck "activate screen saver when computer is idle"		
	Click "Close".		
	In "System", "Preferences", "More Preferences", "Power Management"		
	Ensure both sliders in "Running on AC" are set to "never".		
	Click "Close".		
30	CA copies the encrypted backups of the ZSKs by executing:		
	cd /tmp/pch		
	makeallhsmfiles		

CA starts key and signature generation by executing:

key-and-sig-gen

This step is considered complete as soon as the command is issued.

((The data file contains a line for each zone for which ZSKs will be rolled or generated. The process of generating ZSKs and KSKs and creating keybundles (KSK signed DNSKEY RRsets) will take some time. KSKs and ZSKs will automatically be received by the laptop in encrypted form and deleted from HSM as each zone is completed. The keys are stored in /tmp, which is a memory based file system.))

# Re-Package OP Cards

Step	Activity	Initial	Time (UTC)
32	CA places each OP card with pre-printed warning slip in its own new TEB and reads the TEB number aloud. The EW records each TEB number in the smart card sign out sheet in the EW copy of the script, reading it aloud for verification.		

#### Re-Distribution of Cards

Ste	Activity	Initial	Time (UTC)
33	CA calls each CO to retrieve their smart cards. As each CO receives and inspects their cards, they verify, date and sign the EW's copy of the sign out sheet and the EW initials each entry.		

#### Smart Card Sign Out Sheet

CO#	Card Type	TEB#	Printed Name	Signature	Date	Time	EW
CO1	OP 1 of 7		Steve FELDMAN		8/17/16		
CO4	OP 4 of 7		Eric ALLMAN		8/17/16		
CO5	OP 5 of 7		Stephan SOMOGYI		8/17/16		

#### Optionally leave facility

Step	Activity	Initial	Time (UTC)
34	Optionally, all participants can now leave the room if the room is closed and sealed until everyone's return.		

## Pack and store Keys and Keybundles

Step	Activity	Initial	Time (UTC)
35	When the key generation script is complete, CA generates the archive destined for the signing HSMs by executing:		
	pack-today-kb		
36	CA archives all results including encrypted KSKs for future use by executing:		
	pack-today-session		
37	CA creates a snapshot of any changes to DB files by executing:		
	cd /media/HSMFD		
	pack-snapshot-db KSK-HSM-02-BRK		
38	CA calculates checksums of all files on the HSMFD:		
	findtype f -print0   xargs -0 -n 50 sha256sum		
	To keep an eye on available space on the HSMFD, execute:		
	df -h		
39	CA deletes the files on the SCRIPTS FD and unmounts by executing:		
	rm -rf /media/SCRIPTS/*		
	umount /media/SCRIPTS		
	and removes the SCRIPTS FD for reuse.		

## Return HSM to a Tamper Evident Bag

Step	Activity	Initial	Time (UTC)
40	CA presses the RESTART button on the HSM and waits for the self-test to complete. CA then disconnects the HSM from power and laptop (serial and Ethernet), placing the HSM into a new TEB and sealing it.		

	CA reads out TEB number and HSM serial number and allows participants to verify them while the EW records the TEB and HSM serial numbers here:		
	TEB#		
	HSM Serial#:		

## Stop Recording Serial Port Activity

Step	Activity	Initial	Time (UTC)
	CA terminates HSM serial output capture by disconnecting the USB serial adaptor from the laptop. CA then exits out of the "ttyaudit window".		
	exit		

#### Display HSM Flash Drive Contents

Step	Activity	Initial	Time (UTC)
43	CA displays contents of HSMFD by executing:		
	ls -ltr		

## Stop Logging and create archive

Step	Activity	Initial	Time (UTC)
44	CA stops logging terminal output by typing "exit" in the "command window":		
	exit		
45	Pack it all up into a single archive:		
	pack-hsmfd		
46	CA calculates sha256 checksum of the archive by executing:		
	sha256sum HSMFD-20160817.tar.gz		
	CA reads the hash of the checksum aloud.		
	EW records the sixty-four digit hash:		

# Backup HSM Flash Drive Contents

Step	Activity	Initial	Time (UTC)
47	CA plugs a blank FD labeled "HSMFD" into the laptop waits for it to be recognized by the operating system as HSMFD_ and copies the contents of the HSMFD to the blank drive by executing:		
	cp -Rp * /media/HSMFD_		
	CA then unmounts new FD using		
	umount /media/HSMFD_		
	CA then removes HSMFD_ from the laptop and places it a new TEB and seals; reads out TEB number and shows item to participants while the EW records the TEB number here:		
	TEB#		
	This copy will later be stored in the on-site audit bundle.		

48	CA performs this activity a second time to create a second copy.	
	TEB#	
	This copy will later be stored in the off-site audit bundle.	
49	CA performs this activity a third time to create a third copy.	
	TEB#	
	This copy will later be stored in the EW audit bundle.	
50	CA performs this activity a fourth time to create a fourth copy.	
	TEB#	
	This copy will later be placed in the safe.	
51	CA performs this activity a fifth time to create a fifth copy.	
	TEB#	
	This copy will later be sent to the other KSK generating country.	
52	CA performs this activity a sixth time to create a sixth copy.	
	TEB#	
	This copy will later be CA's copy. CA will later upload the contents to the published archive.	

# Return HSMFD to a Tamper Evident Bag

Step	Activity	Initial	Time (UTC)
53	CA unmounts HSMFD by executing:		
	cd /tmp		
	then		
	umount /media/HSMFD		

CA removes HSMFD and places it in a new TEB and seals; reads out TEB number and shows item to participants.	
EW records TEB # here.	
TEB#	

## Return Boot-DVD to a Tamper Evident Bag

Step	Activity	Initial	Time (UTC)
55	CA executes:		
	shutdown —h now		
	removes DVD and turns off laptop. To remove DVD, CA may need to breifly power on laptop, press eject button, and power off.		
56	CA places boot-DVD in new TEB and seals; reads out TEB number and shows item to participants.  EW records TEB number here:		
	TEB#		

#### Return Laptop to a Tamper Evident Bag

Step	Activity	Initial	Time (UTC)
57	CA disconnects power and any other connections from laptop and puts laptop in new TEB and seals; reads out TEB number and shows item to participants.		
	EW records TEB number here:		
	TEB#		

#### Return Power Supplies, USB Hub, and Cables

Step	Activity	Initial	Time (UTC)
	CA places HSM power supply and laptop power supply, USB hub, serial cable, USB serial adapter, power and networking cables in a bag. This need not be a TEB as it is only used for convenience.		

59	SC returns items to the safe. SC records return of each item on the safe's log with TEB number, name of item, date, time, and signature with a second participant initialing each entry.	
	- KSK-HSM-02-BRK HSM	
	- laptop	
	- original HSMFD above	
	- fourth HSMFD backup	
	- DVD	
	Power supplies and cables need not be stored in the safe if space is constrained.	
	SC records a closing action as an entry in the safe's log sheet and returns the log sheet to the safe. SC closes safe. EW verifies that it is locked.	

# Sign-Out on Participant Signature Sheet

Step	Activity	Initial	Time (UTC)
60	All participants leave the Key Management Facility, and on the Participant Signature Sheet note their exit time and sign.		

# Stop Audio-Visual Recording

Step	Activity	Initial	Time (PDT)
61	FO stops audio and video recording.		

## Script review

Ste	Activity	Initial	Time (UTC)
62	CA reviews EWs script and signs it:		
	CA Signature		

## Sign Out of Facility

Step	Activity	Initial	Time (PDT)
63	FO returns phones, computers, and any other items to participants and logs their exit times on the facility sign-in sheet. Participants return identification vests to the FO. Participants are now free to depart.		

## Copy and Store the Script

Step	Activity	Initial	Time (PDT)
64	FO makes at least three color copies of the EW's script: one for the off-site audit bundle, one for the on-site audit bundle, one for the EW, copies for other participants as requested, and delivers the original to the SC.		
	The two audit bundles each contain hard copies and soft copies on an SD card:		
	- output of signer system - HSMFD		
	- copy of EWs key ceremony script		
	- audio-visual recording		
	- logs from the Facility Physical Access Control		
	- SC attestation (A.2 below)		
	- the EW attestation (A.1 below)		
	all in a TEB labeled "Key Ceremony 08/17/2016", dated and signed by CA. One bundle will be stored by the SC along with equipment. The second bundle will be kept securely offsite.		
	CA will upload soft copies of all of the above to pch.net.		
	The fifth copy of the HSMFD will be sent to the other key signing facility.		
	CA retains any remaining materials (e.g. extra HSMFD) for next key ceremony preparation and analysis.		

# Appendix A:

# **Key Ceremony Script Attestation**

# (by EW)

I hereby attest that the Key Ceremony was conducted in accordance with this script and that any exceptions which may have occurred were accurately and properly documented on the attached Script Exception Forms.

Printed Name:	 	
Signature:		 
Date:		

# **Insert Notary Acknowledgement Here**

# **Appendix B:**

# Access Control System Attestation (by SC)

I have reviewed the physical access control system and not found any discrepancies or anything else out of the ordinary.

Attached is the audited physical access log.

Printed Name:	 	 
Signature:		
_		
Date:		



# 1600 Shattuck Avenue Facilities Sign-In Sheet

Role	Name	Signature	Date	Entry Time PDT	Exit Time PDT
FO3	Mimi RAUSCHENDORF		8/17/16		
CA	Robert MARTIN- LEGÈNE		8/17/16		
EW	Aimee LEONETTI		8/17/16		
CO1	Steve FELDMAN		8/17/16		
CO4	Eric ALLMAN		8/17/16		
CO5	Stephan SOMOGYI		8/17/16		
SC2	Bob ARASMITH		8/17/16		_

# **Appendix C:**

#### **Abbreviations Used in This Document**

#### **Roles**

CA Ceremony Administrator

EW **External Witness** SC Security Controller CO Crypto Officers FO **Facilities Officer** 

R Registry Representative

#### Other Abbreviation

TEB

Tamper Evident Bag (MMF Industries, item #2362010N20 small or #2362011N20 large)

**HSM** Hardware Security Module

FD Flash Drive

AAK Adapter Authorization Key

SMK Storage Master Key

OP Operator

SO Security Operator

# **Appendix D:**

# **Letter and Number Pronunciation**

Character	Call Cian	Dranunciation
Character		Pronunciation
A	Alfa	AL-FAH
В	Bravo	BRAH-VOH
C	Charlie	CHAR-LEE
D	Delta	DELL-TAH
E -	Echo	ECK-OH
F	Foxtrot	FOKS-TROT
G	Golf	GOLF
H	Hotel	HOH-TEL
I .	India	IN-DEE-AH
J	Juliet	JEW-LEE-ETT
K	Kilo	KEY-LOH
L	Lima	LEE-MAH
M	Mike	MIKE
N		NO-VEM-BER
0	er Oscar	OSS-CAH
P	Papa	PAH-PAH
Q	Quebec	KEH-BECK
R	Romeo	ROW-ME-OH
S	Sierra	SEE-AIR-RAH
T	Tango	TANG-GO
Ü	Uniform	YOU-NEE-FORM
V	Victor	VIK-TAH
W		WISS-KEY
X	Xray	ECKS-RAY
Y	Yankee	YANG-KEY
Z	Zulu	Z00-L00
_	Zulu	200-200
1	One	WUN
2	Two	TOO
3	Three	TREE
4	Four	FOW-ER
5	Five	FIFE
6	Six	SIX
7	Seven	SEV-EN
8	Eight	AIT
9	Nine	NIN-ER
0	Zero	ZEE-RO

# Appendix: E

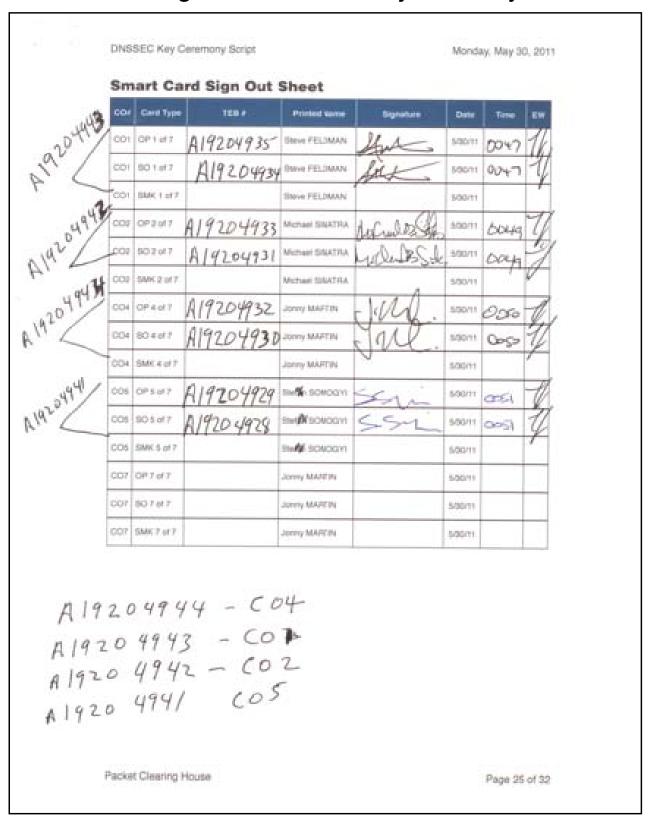
# **Card Distribution from Key Ceremony 1**

Step	Activity	Initial	Time
103	Due to limited number of personnel at this key ceremony, cards will be distributed in groups that maintain multi-person control requirements. A subsequent key ceremony will redistribute cards to their final holders. Each group of cards shall be piaced in another TEB whose numbers are recorded below on the EW's script.	4	8:370
104	SMK1, SO1, OP1  TEB#A 2./ O 9 4 9 8 6 go to CO1, Steve FELDMAN.	11	8:390
105	SMK5, SO5, OP5  TEB# A 2/D 9 4 9 8 3  are entrusted to CO1, Steve FELDMAN, for conveyance to CO5, Stephan SOMOGYL.	1/	8:43 PM
106	SMK2, SO2, OP2 TEB# A 2.15.9 4.985 go to CO2, Michael SINATRA.	1/	8:45pe
107	SMK3, SO3, OP3  TEB# A 2109 4984 go to CO3, Kim DAVIES.	11	8:46 19
108	SMK6, SO6, OP6  TEB# A 2 / D 9 4 9 8 2  are entrusted to CO3, Kim DAVIES, for conveyance to CO6, LEONG Keng Thai.	11	8:48pm
109	SMK 4, SO4, OP4  TEB# £ 2/0 94980 go to CO4, Jonny MARTIN.	4	8:49pm
110	SMK7, SO7, OP7 TEB# A 2.10 9 4 9 8 1 are entrusted to CO4, Jonny MARTIN, for conveyance to CO7, Gaurab UPADHAYA.	J	8:500

# Appendix: F Smart Card Sign Out Sheet from Key Ceremony 1

	car	Card Type	TEBY	Printed Name	Signature	Date	Time EW
	001	OP1of7	A21095013	Steve FELDMAN	Car.	405/11	108641
-1	001	SO 1 of 7	A21095012	Steve FELDMAN	the 1	4/25/11	20.56 7/
_	CO1	SMK 1 of 7		Steve PELDMAN	11	4/25/11	20.56 7
	000	OP2of7	A21095010	Michael SINATRA	No. D. ACO	4/25/11	20155 1
1	005	50 2 of 7	A21095009	Michael SINATRA	12 Septent	425/11	20:55-70
_	000	SMK 2 of 7	A21095008	Michael SINATRA	Man An B Sh	4/25/11	20153-7/
	cos	OP367	A21095007	Kim DAVIES		405/11	852 4
1	COS	803617	A210950 D6	Kim DAVIES	601	4/25/11	852 7/
_	(00)	SMK 3 of 7	A21095004	Kim DAVIES	1	425/11	8:52 1/
	004	OP 4 of 7	121095005	Joney MARTIN	1.010	405/11	8:58 4
1	004	SO 4 of 7	A21095003	Jonny MARTIN	MIR	425/11	8:58
_	004	SMK 4 of 7	A 21095002	Jonny MARTIN	1/10	4/25/11	8:58 4
	005	OP5617	A21095001	Steve FELDMAN	Ent	405/11	D:50 7
1	cos	80 5 of 7	A2/095000	Steve FELDMAN	Sha	425/11	2056 7/
_	cos	SMK 5 of 7	A 210 94999	Steve FELDMAN	Los	4/25/11	20:54
	008	OF 6 of 7	A21094998	Kim DAVIES	AL	405/11	8:53 4/
L	006	80 6 of 7	A21094997	Kim DAVIES	E462-	4/25/11	5:53 16
-	006	SMK 6 of 7	A21094996	Kim DAVIES	AL.	405/11	853 \$
	100	OP7df7	121094995	Jonny MARTIN	sime.	495/11	8:58 4
1	007	507 of 7	A21094994	Jonny MARTIN	JUNE.	4/25/11	8.58 4
-	007	SMX 7 of 7	A 21094 193	Jonny MARTIN	JMl.	4/25/11	8:58 7

# Appendix: G Smart Card Sign Out Sheet from Key Ceremony 2



# **Appendix: H**

# **Smart Card Sign Out Sheet from Key Ceremony 3**

DNSSEC Key Ceremony Script

Monday, June 20, 2011

#### **Smart Card Sign Out Sheet**

CO#	Card Type	TEB#	Printed Name	Signature	Date	Time	EW
CO1	OP 1 of 7	A 19204876	Steve FELDMAN -	As	6/20/11	67.51	1
CO3	OP 3 of 7	A 19204874	Kim DAVIES	WK_	6/20/11	0751	N
CO4	OP 4 of 7	A14204872	Jonny MARTIN	J. Ull.	6/20/11	01:49	M
CO6	OP 6 of 7	A 16204870	LIM Choon Sai	An.	6/20/11	07.50	N
CO7	OP 7 of 7	A192248 68	Gaurab UPADHAYA		6/20/11	07.49	上

ENCLOSING BAGS:

CO1: A 19204875

CO3: A 19204873

CO 4: A19204871

CO 6: A19204869

607: A19204867

Packet Clearing House

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# Appendix: I

# **Smart Card Sign Out Sheet from Key Ceremony 4**

**DNSSEC Key Ceremony Script** Friday, January 20, 2012 **Re-Package OP Cards** Initial Time (UTC) CA places each OP card with instruction slip in its own new TEB and records the number in the smart card sign out sheet below. **Re-Distribution of Cards** Step Activity Initial Time (UTC) CA calls each CO to return their smartcards. As each 70:5 CO receives and inspects their cards, they fill out the sign out sheet below and EW initials their entry. Note new outer bags in sheet below. **Smart Card Sign Out Sheet** Card Type TEB# **Printed Name** Signature Date CO2 OP 2 of 7 Michael SINATRA 1/20/12 A19204950 CO2 SO 2 of 7 Michael SINATRA 1/20/12 CO4 OP 4 of 7 Jonny MARTIN 1/20/12 CO4 SO 4 of 7 Jonny MARTIN 1/20/12 CO5 OP 5 of 7 Stephan SOMOGY 1/20/12 autsige CO5 SO 5 of 7 Stephan SOMOGYI 1/20/12 OUTSIDE BAG Packet Clearing House Page 10 of 20

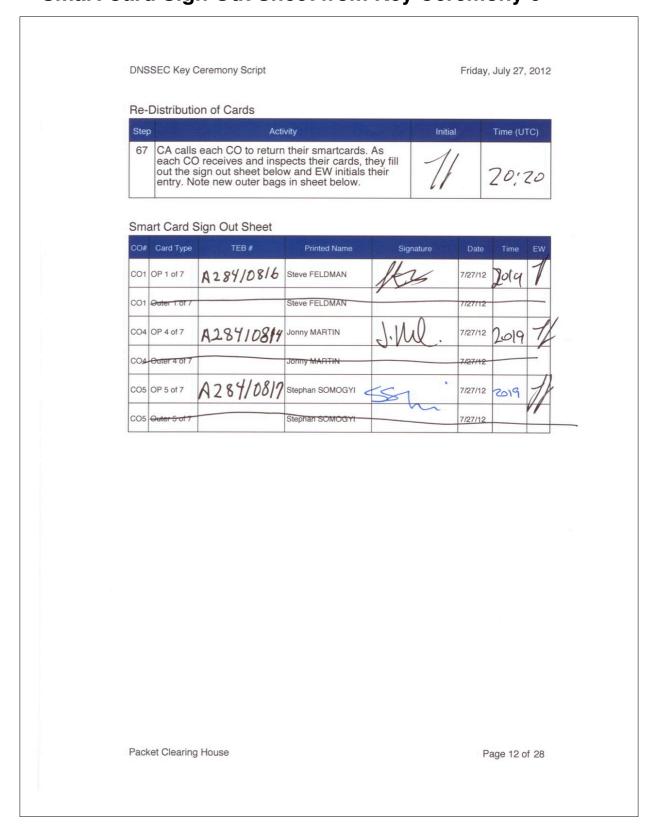
# Appendix: J Smart Card Sign Out Sheet from Key Ceremony 5

Smart Card Sign Out Sheet  COF Card Type TEB# Printed Name Signature Date Time E  CO1 OP 1 of 7 A 19 20 49 5 Steve FELDMAN 4/27/12 19 49  CO1 SOT of 7 3 11 25 6 7 Steve FELDMAN 4/27/12 19 49  CO3 OP 3 of 7 A 3 11 25 6 Kim DAVIES 4/27/12 18 4/
CO1 OP 1 of 7  A 1920 4955 Steve FELDMAN  CO1 SOT of 7  A 1920 4955 Steve FELDMAN  CO3 OP 3 of 7  A 3   2567 Kim DAVIES  CO3 OP 3 of 7  A 3   2572 Kim DAVIES  CO4 OP 4 of 7  A 3   2565 Jonny MARTIN  CO4 OP 4 of 7  A 3   2593 Jonny MARTIN  Sign-Out on Participant Signature Sheet  Step  Activity  Sign the Participant Signature Sheet, and note their exit time.  CA reviews EWS script and signs it.  CA Signature  Sign Out of Facility  Sign Out of Facility  Sign Out of Facility  Step  Activity  Initial  Time (UTC)  62 FO returns phones, laptops, and other items to
Sign-Out on Participant Signature Sheet  Step  Activity  Activity  Sign Out of Facility  Step  Activity  Initial  Time (UTC)  Sign Out of Facility  Step  Activity  Initial  Time (UTC)  Sign Out of Facility  Step  Activity  Initial  Time (UTC)  Sign Out of Facility  Step  Activity  Initial  Time (UTC)
Sign-Out on Participant Signature Sheet  Step  Activity  CA Signature  Sign Out of Facility  Step  Activity  Initial  Time (UTC)  Sign Out of Facility  Step  Activity  Initial  Time (UTC)
CO3 OP 3 of 7  A 3   25   C   Kim DAVIES  CO4 OP 4 of 7  CO4 Se-4 of 7  A 3   25   C   John MARTIN  CO4 Se-4 of 7  A 3   25   C   John MARTIN  Sign-Out on Participant Signature Sheet  Step  Activity  Sign the Participant Signature Sheet, and note their exit time.  CA reviews EWS script and signs it.  CA Signature  Activity  Sign Out of Facility  Step  Activity  Initial  Time (UTC)  Time (UTC)  Time (UTC)  Time (UTC)  Time (UTC)  Time (UTC)
CO3 Ser3 of 7  Big CO4 OP 4 of 7  CO4 OP 4 of 7  CO4 Sep 4 of 7  CO5 Sep 8 of 7  CO5 Sep 9 of
Sign-Out on Participant Signature Sheet  Step
All participants leave the Key Management Facility, sign the Participant Signature Sheet, and note their exit time.  61 CA reviews EWS script and signs it. CA Signature  Sign Out of Facility  Step  Activity  Initial  Time (UTC)
sign the Participant Signature Sheet, and note their exit time.  61 CA reviews EWS script and signs it. CA Signature  Sign Out of Facility  Step  Activity  Initial  Time (UTC)
Sign Out of Facility  Step Activity Initial Time (UTC)  62 FO returns phones, laptops, and other items to
Sign Out of Facility  Step Activity Initial Time (UTC)  62 FO returns phones, laptops, and other items to
Step Activity Initial Time (UTC) 62 FO returns phones, laptops, and other items to
Step Activity Initial Time (UTC) 62 FO returns phones, laptops, and other items to
62 FO returns phones, laptops, and other items to
now free to depart.
Stop Audio-Visual Recording
Step Activity Initial Time (UTC)  63 SA stops audio and video recording.
SA stops audio and video recording.
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# Appendix: K

DNSS	EC Key C	eremony Script		V	Vednesday,	May 30, 2012
Re-Di	istributio	on of Cards				
Step		Acti	vity	li li	nitial	Time (UTC)
	each CC out the s	each CO to return receives and insp ign out sheet belo ite new outer bags	ects their cards, w and EW initials	they fill	1	9:14
Smar	t Card S	ign Out Sheet				
CO# 0	Card Type	TEB#	Printed Name	Signature	Date	Time EW
CO1 O	P 1 of 7	A28410829	Steve FELDMAN	Sta	5/30/12	19:11 4/
	01 of 7	A28410826	Steve FELDMAN	At	5/30/12	19:11
		A28410828	Michael SINATRA	Under San	5/30/12	19:12 1
CO2 S	02 of 7	A28410825	Michael SINATRA	Unter B	5/30/12	19:12
CO4 OF		A28410827	Jonny MARTIN	doller.	5/30/12	19:14
CO4 S	0 4 of 7	A28410823	Jonny MARTIN	all .	5/30/12	19:14 1
Packet	t Clearing	House			Р	age 12 of 27

# Appendix: L Smart Card Sign Out Sheet from Key Ceremony 6

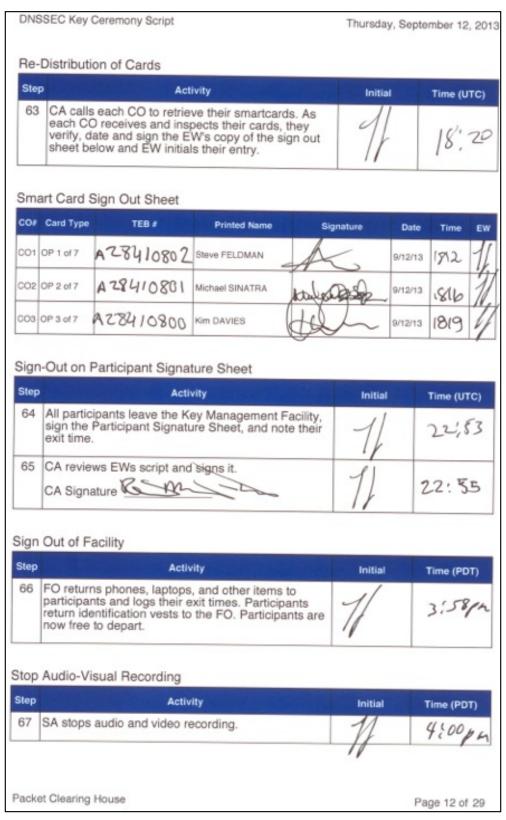


# Appendix: M

# **Smart Card Sign Out Sheet from Key Ceremony 7**

**DNSSEC Key Ceremony Script** Friday, December 14, 2012 Re-Package OP Cards Step Activity Initial Time (UTC) The CA places each OP card with pre-printed warning slip in its own new TEB and seals TEB, hands the EW the tear-off strip from the TEB to 20:44 record. Re-Distribution of Cards Step Activity Initial Time (UTC) The CA calls each CO to return their smartcards. As each CO receives and inspects their cards, they fill out the sign out sheet below and the EW initials their entry. Smart Card Sign Out Sheet CO# Card Type TEB# **Printed Name** Signature Date Time CO1 OP 1 of 7 284/0805 2045 CO2 OP 2 of 7 Michael SINATRA A2841680 4 A28410803 CO4 OP 4 of 7 Jonny MARTIN Packet Clearing House Page 13 of 30

# Appendix: N

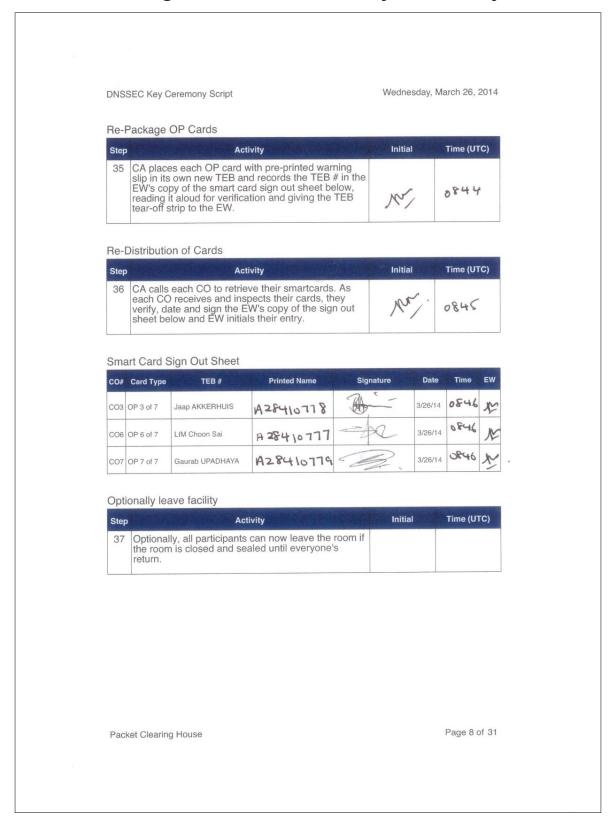


# Appendix: O

# **Smart Card Sign Out Sheet from Key Ceremony 9**

Friday, January 10, 2014 **DNSSEC Key Ceremony Script** Re-Package OP Cards Time (UTC) Initial Activity 35 CA places each OP card with pre-printed warning slip in its own new TEB and records the TEB # in the EW's copy of the smart card sign out sheet below, reading it aloud for verification and giving the TEB tear-off strip to the EW. Re-Distribution of Cards Time (UTC) Initial Step Activity CA calls each CO to retrieve their smartcards. As each CO receives and inspects their cards, they verify, date and sign the EW's copy of the sign out sheet below and EW initials their entry. Smart Card Sign Out Sheet Date Time **Printed Name** Signature CO# Card Type TEB# 18:16 CO1 OP 1 of 7 Steve FELDMAN 1/10/14 A28410774 18:17 A28410773 Michael SINATRA 1/10/14 CO2 OP 2 of 7 18:17 A28410772 Stephan SOMOGYI CO5 OP 5 of 7 Optionally leave facility Initial Time (UTC) Activity Optionally, all participants can now leave the room if the room is closed and sealed until everyone's Page 8 of 31 Packet Clearing House

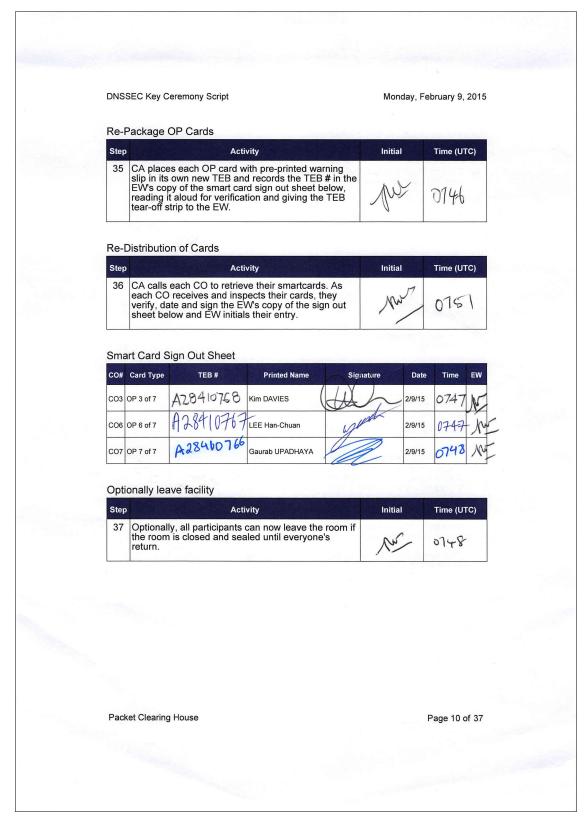
# Appendix: P



# Appendix: Q

DNSSEC Ke	ey Ceremony Script			Friday, [	December 12, 201
Re-Packag	ge OP Cards				
Step	Act	tivity		Initial	Time (UTC)
EW's reading	laces each OP card vanits own new TEB and copy of the smart can get aloud for verification of strip to the EW.	nd records the TE	3 # in the	11	19:17
Re-Distribu	ution of Cards				
Step	Act	ivity		Initial	Time (UTC)
leach (	alls each CO to retrie CO receives and ins , date and sign the E below and EW initial	pects their cards	they	A	19:19
Smart Card	d Sign Out Sheet				
CO# Card Typ	pe TEB#	Printed Name	Sign	ature D	ate Time EW
CO1 OP 1 of 7	A28410734	Steve FELDMAN	ho	12/1	2/14 19:17 1
CO2 OP 2 of 7		Michael SINATRA	M.O. 1	12/1	2/14 19:18
CO4 OP 4 of 7		Eric ALLMAN	Sink	12/1	2/14 19:18
Optionally le	leave facility		18 (		- 11
Step	Activ	vity		Initial	Time (UTC)
38 Optionathe roo return.	nally, all participants on is closed and sea	can now leave the led until everyone	room if	1	

# Appendix: R



# Appendix: S

DNSSEC Key C	eremony Script			Friday, Se	ptember 25, 2015
Re-Package	OP Cards				
Step		ivity		Initial	Time (UTC)
slip in its EW's co reading	own new TEB an by of the smart ca	vith pre-printed wa d records the TEB rd sign out sheet b tion and giving the	# in the pelow.	H	19:14
Re-Distribution	on of Cards				
Step	Act	vity		Initial	Time (UTC)
each CC verify, da	receives and insi	ve their smartcard pects their cards, t W's copy of the sig s their entry.	hev	18	19:20
Smart Card S	Sign Out Sheet	Deleted Name	Cim		
	The same of the sa	Printed Name	Sigi		ate Time EW
CO1 OP 1 of 7	A28410724	Steve FELDMAN	Soc	9/25	115 1915
CO4 OP 4 of 7	A28410725	Eric ALLMAN	Sul	Mc 9/25	19:16
CO5 OP 5 of 7	A28410726	Stephan SOMOGYI	550	9/25	115 19.16
		,			
Optionally lea				W. Calendar	
Step 37 Optional		vity can now leave the	room if	Initial	Time (UTC)
the room return.	is closed and sea	aled until everyone	e's		P9:314
				٧	
Packet Clearing	g House				Page 10 of 38

# **Appendix: T**

# **Smart Card Sign Out Sheet from Key Ceremony 14**

**DNSSEC Key Ceremony Script** 

Monday, November 23, 2015

#### Re-Package OP Cards

Step	Activity	Initial	Time (UTC)
35	CA places each OP card with pre-printed warning slip in its own new TEB and reads the TEB number aloud. The EW records each TEB number in the smart card sign out sheet in his copy of the script, reading it aloud for verification and taking the TEB tear-off strip for his records.	1	19:37

#### Re-Distribution of Cards

Step	Activity	Initial	Time (UTC)
36	CA calls each CO to retrieve their smart cards. As each CO receives and inspects their cards, they verify, date and sign the EW's copy of the sign out sheet and the EW initials each entry.	4	19:38

## Smart Card Sign Out Sheet

CO#	Card Type	TEB#	Printed Name	Signature	Date	Time	EW
CO1	OP 1 of 7	A28410764	Steve FELDMAN	L	11/23/15	1938	4
CO4	OP 4 of 7	A28410763	Eric ALLMAN	En P.Mh	11/23/15	1936	1
CO7	OP 7 of 7	A28410762	Gaurab UPADHAYA	2	<b>1</b> 1/23/15	1938	1

# Optionally leave facility

Step	Activity	Initial	Time (UTC)
37	Optionally, all participants can now leave the room if the room is closed and sealed until everyone's return.		19:40

# Appendix: U

# **Smart Card Sign Out Sheet from Key Ceremony 15**

DNSSEC Key Ceremony Script

Friday, July 8, 2016

#### **PCH DNSSEC** Key Ceremony Script Exception Form

The Smart Card Sign Out Sheet automatically generated on page 27 of 62 of this script included only rows for OP cards, but needs rows for SO and SMK cards as well. APP cards are separately bagged in a different step, and AAK cards will be destroyed before the end of the ceremony.

#### **Smart Card Sign Out Sheet**

CO#	Card Type	TEB#	Printed Name	Signature	Date	Time	EW
CO1	OP 1 of 7	A 28410760	Steve FELDMAN	An	7/8/16	00:27 UTC	20
CO1	SO 1 of 7	a 28410759	Steve FELDMAN	It	7/8/16	00:27 UTC	Alt
CO1	SMK 1 of 7	A28410761	Steve FELDMAN	A	7/8/16	00:27 07C	alk
CO2	OP 2 of 7	A28410753	Michael SINATRA	Wort	7/8/16	00:29 UTC	A
CO2	SO 2 of 7	A28410752	Michael SINATRA	U. Soden	7/8/16	09:29 UTC	S
CO2	SMK 2 of 7	428410751	Michael SINATRA	W. Skin	7/8/16	00:29 UTC	AG.
СОЗ	OP 3 of 7	A28410749	Kim DAVIES	DQ_	7/8/16	20:39 UTC	da
СОЗ	SO 3 of 7	A 28 410748	Kim DAVIES	PQ_	7/8/16	20:39 UTC	A
СОЗ	SMK 3 of 7	A28410747	Kim DAVIES	Qu_	7/8/16	20:39 UTC	SHO
CO4	OP 4 of 7	A 28410750	Eric ALLMAN	Evelle	7/8/16	60:33 UTC	AG
CO4	SO 4 of 7	A 28410737	Eric ALLMAN	Swille-	7/8/16	00:33 UTC	Œ
CO4	SMK 4 of 7	A28410742	Eric ALLMAN	Siffle.	7/8/16	00:33 UTC	X
CO7	OP 7 of 7	A 28410746	Gaurab UPADHAYA		7/8/16	20:40 UTC	AG
CO7	SO 7 of 7	A 28410745	Gaurab UPADHAYA		7/8/16	20:40 UTC	Ale
CO7	SMK 7 of 7	A28410744	Gaurab UPADHAYA	(6)	7/8/16	20:40 VIC	Ale

Packet Clearing House

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# Appendix: V

# **Boot-DVD Checksum from Key Ceremony 6**

5110	SEC Key Ceremony Script	Frida	ay, July 27, 2012
16	CA opens a terminal window.	1	17;18
17	CA verifies the time zone, date, and time on the laptop and synchronizes it if necessary.	1	, , , , ,
	Display the current time and timezone:	1	17:20
	If the timezone is not set to UTC:	1	11,20
	cd /etc/		
	rm localtime		
	ln -s /usr/share/zoneinfo/UTC localtime		
	Set time to match the wall clock:		
	date mmddHMMYYYY		
	Verify:		
	date		
18	CA calculates sha256 checksum of the boot-DVD. CA may proceed with additional steps while this process completes. When the checksum is complete, CA reads it aloud, four digits at a time.	A	[7:34
	sha256sum /dev/cdrom	1/	
19	EW records the sixty-four digit boot-DVD checksum	11	
	7DEY 31F9 C330 OFEF		
	9089 ABS6 13A3 8126	(/	17.30
	208A 3ALI A784 38A7		11.57
	B909 2A4F SZAJ F876		
20	Other participants may compare this with the boot- DVD checksum calculated during Key Ceremony 1, reproduced for convenience in the appendices of this document.		
20	CA connects USB hub to laptop.	71	17:21
21	CA removes HSMFD KSK-HSM-01B-SJC from TEB and plugs into a free USB slot on the laptop; waits for O/S to recognize the FD. CA lets participants view contents of HSMFD then closes FD window.	11	17:29