

Guidelines Version 1.3 Errata

1. Romanization of Japanese corporate names

Effective 20 Nov 2010

1.1. In Appendix F, delete title “Foreign Organization Name Guidelines”, and insert “Country-Specific Interpretative Guidelines”

1.2. In Appendix F, NOTE, delete "is only relevant to EV Certificate Requests from countries that do not have Latin character organization name registrations", and insert "provides alternative interpretations of the EV Guidelines for countries that have a language, cultural, technical, or legal reason for deviating from a strict interpretation of the EV Guidelines".

1.3. Insert "1. Organization Names" as a section title before “1) Non-Latin Organization Name" in Appendix F.”

1.4. In Appendix F current (1), delete "in this appendix" and insert "in this section".

1.5. In Appendix F current (2)(C), delete "A Lawyer’s Opinion confirming the Romanization" and insert "A Lawyer’s Opinion or Accountant’s Letter confirming the proper Romanization".

1.6. In Appendix F current (3), delete: "(3) English Name", and insert: "(3) Translated Name".

Delete "a Latin character name that is not a Romanization of the registered name in the EV certificate" and insert "a Latin character name in the EV certificate that is not a direct Romanization of the registered name (e.g. an English Name)".

1.7. In Appendix F current (3)(D), delete "Confirmed by a Verified Legal Opinion to be the trading name" and insert "Confirmed by a Verified Legal Opinion or Accountant’s Letter to be a translated trading name".

1.8. In Appendix F, delete "Country Specific Procedures" and insert "Country-Specific Procedures".

1.9. In Appendix F, F-1. Japan, Insert "1. Organization Names" as a section title before current "(A) The Hepburn method...".

1.10. In Appendix F, F-1. Japan, (new) 1. Organization Names, delete "In addition to the procedures" and insert "As interpretation of the procedures".

Delete "(A) The Hepburn method of Romanization is acceptable for Japanese Romanizations" and insert "(A) The Revised Hepburn method of Romanization, as well as Kunrei-shiki and Nihon-shiki methods described in ISO 3602, are acceptable for Japanese Romanizations".

Delete "(B) The CA MAY verify the Romanized transliteration of the Applicant’s formal legal name with either a QIIS or a Verified Legal Opinion or a Verified Accountant Letter" and insert "(B) The CA MAY verify the Romanized transliteration, language translation (e.g. English name), or other recognized Roman-letter substitute of the Applicant’s formal legal name with either a QIIS, Verified Legal Opinion, or Verified Accountant Letter".

Delete "(C) The CA MAY use the Financial Services Agency to verify an English Name. When used, the CA MUST verify that English name is recorded in the audited Financial Statements" and insert "(C) The CA MAY use the Financial Services Agency to verify a Romanized, translated, or other recognized

Roman-letter substitute name. When used, the CA MUST verify that the translated English is recorded in the audited Financial Statements".

Delete "(D) When relying on Articles of Incorporation to verify an English Name" and insert: "(D) When relying on Articles of Incorporation to verify a Romanized, translated, or other recognized Roman-letter substitute name".

Insert: "(E) A Romanized, translated, or other recognized Roman-lettered substitute name confirmed in accordance with this Appendix F-1 stored in the ROBINS database operated by JIPDEC MAY be relied upon by a CA for determining the allowed organization name during any issuance or renewal process of an EV Certificate without the need to re-perform the above procedures."

1.11. In Appendix F, F-1. Japan, insert "2. Accounting Practitioner

In Japan:

(A) Accounting Practitioner includes either:

a certified public accountant (公認会計士 - Konin-kaikei-shi) or a licensed tax accountant (税理士 - Zeiri-shi).

(B) The CA MUST verify the professional status of the Accounting Practitioner through direct contact with the relevant local member association that is affiliated with either the Japanese Institute of Certified Public Accountants (<http://www.hp.jicpa.or.jp>), the Japan Federation of Certified Tax Accountant's Associations (<http://www.nichizeiren.or.jp>), or any other authoritative source recognized by the Japanese Ministry of Finance (<http://www.mof.go.jp>) as providing the current registration status of such professionals."

1.12. In Appendix F, F-1. Japan, insert "3. Legal Practitioner

In Japan:

(A) Legal Practitioner includes any of the following:

a licensed lawyer (弁護士 - Ben-go-shi),

a judicial scrivener (司法書士 - Shiho-sho-shi lawyer), an administrative solicitor (行政書士 - Gyosei-sho-shi Lawyer), or a notary public (公証人 - Ko-sho-nin).

For purposes of the EV Guidelines, a Japanese Notary Public is considered equivalent to a Latin Notary.

(B) The CA MUST verify the professional status of the Legal Practitioner by direct contact through the relevant local member association that is affiliated with one of the following national associations:

the Japan Federation of Bar Associations (<http://www.nichibenren.or.jp>),

the Japan Federation of Shiho-Shoshi Lawyer's Associations (<http://www.shiho-shoshi.or.jp>),

the Japan Federation of Administrative Solicitors (<http://www.gyosei.or.jp>),

the Japan National Notaries Association (<http://www.koshonin.gr.jp>), or

any other authoritative source recognized by the Japanese Ministry of Justice (<http://www.moj.go.jp>) as providing the current registration status of such professionals."

2. Verifying agency through confirmation of employment using QIIS or QGIS

Effective 9 April 2011

In Section 10.7.2.(2), insert after (B):

"(C) Obtaining confirmation from a QIIS or QGIS that the Contract Signer and/or Certificate Approver is an employee of the Applicant."

3. Operational existence through parent/subsidiary

Effective 9 April 2011

Replace 10.5.1 following:

“10.5.1 Verification Requirements

If the Applicant has been in existence for less than three years, as indicated by the records of the Incorporating Agency or Registration Agency, and is not listed in either the current version of one QIIS or QTIS, the CA MUST verify that the Applicant has the ability to engage in business.”

With:

“10.5.1 Verification Requirements

If the Applicant, or a Parent or Affiliate of the Applicant, has been in existence for less than three years, as indicated by the records of the Incorporating Agency or Registration Agency, and is not listed in either the current version of one QIIS or QTIS, the CA MUST verify that the Applicant has the ability to engage in business. In other words, if the Applicant is a Subsidiary or Affiliate of an entity that the CA verified as in existence for three or more years, then the CA MAY rely on the existence of the Parent or Affiliate as verification of the Applicant’s operational existence.”

4. Verification requirements for parent/subsidiary

Effective 16 June 2011

Add Section 10.11.3:

"10.11.3. Parent/Subsidiary/Affiliate Relationship. A CA verifying an Applicant using information of the Applicant's Parent, Subsidiary, or Affiliate, when allowed under section 10.4.1, 10.4.2, 10.5.1, or 10.6.2, MUST verify the Applicant's relationship to the Parent, Subsidiary, or Affiliate. Acceptable methods of verifying the Applicant's relationship to the Parent, Subsidiary, or Affiliate include the following:

- (1) QIIS or QGIS: The relationship between the Applicant and the Parent, Subsidiary, or Affiliate is identified in a QIIS or QGIS;
- (2) Independent Confirmation from the Parent, Subsidiary, or Affiliate: A CA MAY verify the relationship between an Applicant and a Parent, Subsidiary, or Affiliate by obtaining an Independent Confirmation from the appropriate Parent, Subsidiary, or Affiliate (as described in Section 10.10.4);
- (3) Contract between CA and Parent, Subsidiary, or Affiliate: A CA MAY verify the relationship between an Applicant and a Parent, Subsidiary, or Affiliate by relying on a contract between the CA and the Parent, Subsidiary, or Affiliate that designates the Certificate Approver with such EV Authority, provided that the contract is signed by the Contract Signer and provided that the agency and Signing Authority of the Contract Signer have been verified;
- (4) Legal Opinion: A CA MAY verify the relationship between an Applicant and a Parent, Subsidiary, or Affiliate by relying on a Verified Legal Opinion (as described in Section 10.10.1);

(5) Accountant Letter: A CA MAY verify the relationship between an Applicant and a Parent, Subsidiary, or Affiliate by relying on a Verified Accountant Letter (as described in Section 10.10.2); or

(6) Corporate Resolution: A CA MAY verify the relationship between an Applicant and a Subsidiary by relying on a properly authenticated corporate resolution that approves creation of the Subsidiary or the Applicant, provided that such resolution is (i) certified by the appropriate corporate officer (e.g., secretary), and (ii) the CA can reliably verify that the certification was validly signed by such person, and that such person does have the requisite authority to provide such certification."