tScheme Service Approval Service Definition



About tScheme

tScheme serves organisations in the trust service provider sector, providing accreditation for the services they supply to consumers and organisations.

Formed in 2000, tScheme is a not-for-profit organisation that aims to improve levels of trust in digital economies. We provide an independent means of establishing and testing the trust of services to recognised standards. tScheme's growth reflects the rapid growth of online services, particularly those which involve a need for trusted services.

What we do

We assess services provided by Trust Service Providers (TSPs) against strict criteria. The assessment is carried out independently by UKAS-approved assessors. Only TSPs that meet the requirements can carry the tScheme trust mark. The tScheme trust mark indicates that:

- The service has been thoroughly and independently evaluated against rigorous criteria
- The service provider has agreed to keep to these criteria
- The service provider subscribes to the tScheme Code of Conduct
- The service provider will act promptly and fairly to remedy any faults
- The service provider accepts annual renewal and audit obligations

Why obtain tScheme approval?

tScheme approval is a sign that a trust scheme or service meets exacting standards, and can be relied upon by users and operators.

The tScheme approval process and becoming an Approved Service

The tScheme approval process, from start to finish, can usually by achieved within 12 months. Organisations, which have already achieved ISO 27001 or ISO 9000 certification or are regulated by the Financial Conduct Authority, can in many cases achieve approval more quickly and potentially in as little as 3 months.

The process has two stages and in order to obtain service approval, the organisation first has to be come a Registered Applicant. This requires the organisation to:

- select the approval profiles that are appropriate to the service they wish to get approved;
- chose an approved assessor;
- complete an outline Specification of Service Subject to Assessment (S3A);
- register with tScheme; and
- agree a timetable for assessment and approval.



Having become a Registered Application, the organisation then works with its chosen assessor to make sure that it has the necessary systems and process in place to comply with the requirements of the approval profiles applicable to the service.

Once this is done, the assessor will carry out an audit and produce an audit report, which is submitted to tScheme as evidence that the service meets the requirements.

The report is then reviewed by our independent Approvals Committee who, if there are no issues with the report, will grant the Service Approval.

Once the service is approved, it will appear tScheme directory of Approved Services (<u>www.tscheme.org/directory/approved-services</u>) and the organisation able to display the appropriate tScheme Approved Services mark, subject to annual reapproval.