UUM&DS TYPE D \rightarrow EU LOGIN ACCOUNTS MIGRATION MANUAL

MIGRATION STRATEGY OVERVIEW

PURPOSE

The idea is to migrate existing type D subdomains using a local authentication to the corporate EU login instance. This change will provide the following benefits:

- Will allow the usage of one unique account for different EC Central services
- Will allow 2 steps or 2 factors authentication available using respectively mobile app and UBI key

USAGE OF THIS DOCUMENT

This document shall be used for testing and applying the migration procedure in CONFORMANCE & PRODUCTION environments.

Please consider the following URLs:

CONFORMANCE

ADMIN-EXT : <u>https:// conformance.customs.ec.europa.eu/taxud/uumds/admin-ext</u> EU Login UI (for user account creation) : <u>https://webgate.ec.europa.eu/cas</u> ("EU LOGIN Manual" also available for EU Login account creation procedure)

PRODUCTION

ADMIN-EXT : <u>https:// customs.ec.europa.eu/taxud/uumds/admin-ext</u> EU Login UI (for user account creation) : <u>https://webgate.acceptance.ec.europa.eu/cas</u>

For a better illustration we consider the following users in the example below :

- One <u>sub-domain administrator</u> of the existing CZ sub-domain with e-mail <u>test.user001@taxud.ec.europa.eu</u>
- 2. One <u>sub-domain administrator</u> for the new CZ sub-domain with e-mail <u>test.user002@taxud.ec.europa.eu</u>
- <u>The existing trader</u> account from CZ, Economic Operator (EO) user with EORI CZ123456789 and access to Sample -CS (Sample – Central Service) with BP_VIEWER profile. Detailed information can be found in PDF.
- 4. <u>The new trader EU Login account from CZ</u> with e-mail test.user003@taxud.ec.europa.eu

CONSTRAINTS AND CRITERIA

The migration strategy has been designed considering the following aspects:

- Do not migrate all sub-domains at the same time. Starts with a piloting MS to validate the smoothness of the migration procedure.
- Do not migrate all users of the sub-domain at the same time. The user decides when he wants to migrate his account (a time-window must be defined to do so).
- Track the migration process in the database so that TAXUD OPERATIONS TEAM / UUM&DS dev can see from which UUM&DS account and to which EU login account has been done; to determine if all the accounts have been migrated.
- Inform the user when authenticating about the migration if his subdomain is set to be migrated.
- Migrate also existing delegations, notifications, business profile assignments and certificate registrations, so that this is transparent for the end-user and the sub-domain administrator.
- Do not force the user to create a new EU login account; he can reuse an existing one if he has already one.

Please note that the system users (web services) created under a specific sub-domain are not migrated automatically. They need to be removed and recreated manually into the new sub-domain before deactivating the original sub-domain.

MAIN PHASES

For each sub-domain, the migration will be done as follow:

1. Preparation by TAXUD OPERATIONS TEAM & MS sub-domain administrator

- a. **TAXUD** to inform MS about the migration procedure and with the provisional planning MS per MS
- b. **MS** to be sure to grant BP_MANAGE profile to all the user for the ADMIN-EXT application.
- c. MS to inform traders and national helpdesk about the migration.
- d. **TAXUD OPERATIONS TEAM** to duplicate the sub-domain, assigning it a new code suffixed with EULOGIN. For instance, CZ sub-domain will have the CZ-EULOGIN business code and CZ (EU Login) name. The authentication method is also changed to specify EU login will be used.
- e. Once **TAXUD OPERATIONS TEAM** wants to start the migration of the sub-domain, it activates the new sub-domain and release the reference data and synchronize them. This will result into:
 - i. A new sub-domain appearing in the WAYF page, i.e. CZ (Eu login)
 - ii. When the user selects the CZ sub-domain in the WAYF, a warning message is displayed with an URL pointing on the migration instructions document.
 - iii. The user can still authenticate using the CZ sub-domain, but can start his migration when he wants to.

2. Account migration by the end user

- a. During this phase, the **trader** can migrate his account.
- b. If he does not have an existing EU login, he should create a new one.
- c. If he hasn't registered a second step authentication, he will have to register one (mobile or UBI key).
- d. Then he can start the migration wizard from Admin-Ext

3. Monitoring by TAXUD OPERATIONS TEAM

- a. TAXUD OPERATIONS TEAM will monitor periodically the process of migration:
 - i. Keep a count of migrated account
 - ii. Monitor accounts to be migrated
 - iii. Find which of the accounts to be migrated are in use.
- b. Once completed, a notification is sent to the sub-domain administrator.

4. Consolidation & completion by TAXUD OPERATIONS TEAM & MS sub-domain administrator

- a. The MS will review the migrated accounts in the new sub-domain and follow the procedure to elevate the account registration strength from LOW to MEDIUM as specified in eIDAS legislation. This should be repeated for all accounts
- b. TAXUD OPERATIONS TEAM will deactivate the migrated sub-domain (i.e. CZ), change the new sub-domain name by removing the '(EU login)' prefix in the name.

The last phase will be launched after the completion of the full migration and will be done by a new release. It will consist of:

- Physically delete the "deprecated" sub-domain from the reference data.
- Restoring the original sub-domain code (remove the '-EULOGIN' prefix.
- Use soft-keys for business profiles assignments, delegations, and notifications so that we are aligned with the certificate registration
- Un-deploy admin-sec -ext and reconfigure reverse proxy to redirect requests to admin-ext

DETAILED PROCEDURE

1. PREPARATION BY TAXUD, TAXUD OPERATIONS TEAM & MS SUB-DOMAIN ADMINISTRATOR

- i. Go in admin-int as domain manager;
- ii. Copy the CZ subdomain

S UUM&DS	× +			-		×
← → C ▲ Not sec	ure admin-int-host:14202/taxud/uumds/a	admin-int/pages/domain-manager/subDomainDisplay.xhtml?subDomainId=109076&tabIndex	☆	0 🛪		:
		Help Legal notice Cooldes Contact	English ([en]		•
1. A. A.	UUM&DS					
European Commission	Domain Customs					
European Commission > UUM&DS	> Customs > Subdomains > Czech Republic					
		Manager Domain (Doma	ain mar	nager)	•	*
🖀 Dashboard 🗕 🗧	Subdomain: Czech Republic	<mark>- C</mark> 🛯 4	b 🚯	⊖ ↑	~	1
Admin	ID:	CZ]			1
Text constants	Name:	Czech Republic				
Highlight labels	Description:	Czech Republic sub-domain				
Type of identifier codes						
Target audiences	Country code:	cz				
Accession	Main authentication method:	UUM&DS local				
Tost user access	Federated portal URL:	http://TAXUD_CAS				
Verific contificate	Delegation system:	Central delegation				
verny certificate	Certificate management	Central certificate management				

iii. In the new sub-domain, change the business code (add -EULOGIN) and the name (add "(EU LOGIN)") so that the end-user can make the distinction between the deprecated and the new one. Then save it.

European Commission > UUM&DS	> Customs > Subdomains > Czech Republic						
					Manager Domain (Domain manager)	•	<u> </u>
希 Dashboard 🛛 🔶	Subdomain: Czech Republic					~ :	x
Admin							
Text constants	ID: *	C <mark>Z-EULOGIN</mark>					
Highlight labels	Name: *	Czech Republi <mark>c (EU Login)</mark>					
Type of identifier codes	Description: *	Czech Republic sub-domain	n				
Target audiences							
Templates	Country code: *						
Access logs	country code.	CZ [Czech Republic]				•	
Test user access	Main authentication method: *	EU Login				-	
Verify certificate	Federated portal URL: *	http://EC_CAS					
Verify signatures	Delegation system: *	Central delegation				•	
Trusted lists	Certificate management	Central certificate manage	ment			-	
Generic reference data	system: *	contrait continuate manage					
View	Federated attributes provider URL (for certificates) *						
Add	Certificate delegation	Central certificate delegation	on			-	
Built-in validation functions	system: *						
View	Target audiences: *						
Add	Available target	audiences			Selected target audiences		
Released versions	EC			MS	· · · · · · · · · · · · · · · · · · ·		
View			\rightarrow				
Add			÷I				

Figure 1: Creation of the new sub-domain using EU login

iv. In parallel, MS should validate that all users being migrated have the BP_MANAGE business profile associated to ADMIN-EXT. If not they should assign it in the users management module like this:

				User001 Test (Subdomain administrator) 🕒
iboard ←	ofile assignment:			
	ID:			
ertificate	Valid from:	55		
ignatures				
lists	Valid to:			
versions	Rusiness profile *			
	business prome			Add business profile: Select a business profile
	PD VIEWER (View Rucinoss Drofil	a]		
	BP_VIEWER [View Business Prom	ej		
actor	Available app	lications		Selected applications
	SSO-FEDERATION - SSO-FEDERATIO	IN		Sample Central Service - CUST-SAMPLE-CS
ons	UUM&DS Admin Application For Exte	rnal Traders - UUMDS-ADM-		
	107 C 1		÷	
on groups			÷	
ains			14-	
e registrations	BD MANAGE [MANAGE]			
	br_manac [manac]			
	Available app	lications		Selected applications
	Sample Central Service - CUST-SAM	PLE-CS		UUM&DS Admin Application For External Traders - UUMDS-ADM-
	SSO-FEDERATION - SSO-FEDERATIO	IN CAR ADVIN TOOLS		
	ULIM&DS Admin Application For Exte	rnal Secured(OFE) - IIUMDS-	⇒ı	
	ADM-EXT-SEC	mai secured(orF) - 00HDS-	÷	
	UUM&DS Admin Application For Inter	mal - UUMDS-ADM-INT		
			14-	

Figure 2: Assigning BP_MANAGE profile for Admin Ext to all the Type D users

They can also change the QAA level from low to medium if the verification has been done according to the eIDAS specifications and requirements. This step can be postponed at the end of the migration.

Commission	Domain Cust	oms *R3			
European Commission > UUM&DS	> Customs > Subdomains > Cz	ech Republic > Coca-Cola			
				User001 Test (Subdomain administrator) 🗭 🔺	
🖀 Dashboard 🗕 🗧	Edit user			✓ 3	×
		Legal name: *	Course Colle		
			Coca-Cola		
		Email: *	coca@gmail.com		
		QAA level: *	Medium	·	
Released versions					
View					
View					
Types of actor					
View					
Applications					
Subdomains					
View					
Certificate registrations					
View					

Figure 3: promoting users registration level to Medium

v. When migration needs to be started, TAXUD OPERATIONS TEAM should activate this new subdomain and synchronize with the PDP. TAXUD OPERATIONS TEAM needs also to create a temporary MS sub-Domain

account for managing the sub-domain CZ-EULOGIN.

One consequence of this step is to add a new subdomain in the list of countries in the WAYF and if selecting a sub-domain being migrated, a warning message with a link to migration instructions is displayed.

TAXUD AU	THENTICATION PORTAL	
UUM&DS		
ation portal		
	Where Are You From	
	Select the domain of the application you request access to	
	Customs ~	
	Select the country where you want to be authenticated	
	Please select 🗸	
	Please select Czech Republic	
	Czech Republic (EU Login) EC	
	MC I give my consent to request my identity Profile information and share it with UUM&DS and Customs EIS	
	Submit	

Figure 4: New sub-domain visible using EU login authentication

European Commission >UUMADS >	UUM&DS Domain Customs *R4 F0-F0RI-C2123456789		Help Legal notice Cookies Contact English [en]
			Coca-Cola (User) 🖝 🔼
希 Dashboard 🗕 🔶	User identity: vsngjnua		⊖ ↑ ∨
My user identity	UUID:	vsngjnua	
View	Identifier:	CZ123456789	
	Type of identifier:	EORI	
	Alternate identifier:		
	Alternate type of identifier:		
	Type of actor:	EO	
	Last modification:		
	Creation:	07 April 2021 08:29:41 GMT by vdcqbqky	
	User attributes Profile assignments Ce	rtificates	
	List of user attributes		₽ ~
	Search by attribute	Search by value	

Figure 5: Access with the new account.

Please note that the UUID is not preserved. It now starts with a 'v' and no longer with a 'n' indicating this is a virtual account (federated identity with EU login).

TAXUD	AUTHENTICATION PORTAL
UUM&DS	
hentication portal	
	Where Are You From
	Select the domain of the application you request access to
	Customs 🗸
	Select the country where you want to be authenticated Czech Republic
	This subdomain is being migrated from legacy Type D to EU login. You have to follow the instructions provided by following the link above to start migrating your account. EU Login Migration Instructions
	Select type of actor
	Economic Operator
	Type of ID
	Validate
	I am acting on behalf of:
	 Myself The following (natural/legal) person with:
	I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS
	Submit

Figure 6: Warning asking the user to migrate his account

2. ACCOUNT MIGRATION BY THE END USER

1. The user access ADMIN-EXT application and authenticates using his current sub-domain.

ortal			
W (wa	There Are Yo	u From	
Selec to CL	ct the domain of the application	you request access	
Selec	ct the country where you want t	o be authenticated	
Cz	zech Republic	~	
	This subdomain is being legacy Type D to EU logii follow the instructions pr the link above to start mi account. EU Login Migration Instru	migrated from n. You have to ovided by following grating your uctions	Select the place / country where you want to be redirected in order to perform your authentication.
Selec	ct type of actor		
Ec	conomic Operator	~	
Туре	of ID		
EC	ORI	~	
ID			
CZ	123456789	Validate	
I am	acting on behalf of:		
• M	yself he following (natural/legal) person y		
✓ I g ar	give my consent to request my Ider nd share it with UUM&DS and Custo	ntity Profile information ms EIS	
	Submit		

Figure 7: User authentication for accessing Admin-EXT (WAYF)

Sign in to continue
Welcome coca@gmail.com
Sign in with a different e-mail address?
Password
Lost your password?
Choose your verification method
Password
Sign in

Figure 8: Local Authentication

2. When accessing admin-ext, a new menu is available allowing to migrate the account:



Figure 9: Account Migration Wizard

The first page gives pointer to the prerequisites:

- Add a mobile device linked to his account for covering 2 steps authentication (mandatory),
- Add a security key (UBI Key) for covering for 3 factors authentication (optional).

Once done, the user can move to the next step.

3. The user is asked for the e-mail URL linked to his EU login account (the one that will used in UUM&DS after the migration). In our example we will use <u>test.user003@taxud.ec.europa.eu</u>.

European Commission > UUM&DS >	EO-EORI-CZ123456789 > EU login account Migration	
		Coca-Cola (User) 🗭 🔺
 ▲ Dashboard My user identity View Migrate to EU login accour 	UUM&DS Account Migration to EU login	~ x
	Steps: $(1) - (2) - (3) - (4)$	
	Associate EU login account	
	Please enter the e-mail adress used to register your EU login account EU login e-Mail * Itest.user003@htsud.ec.europa.eu	
	← Back	→ Next

Figure 10: Filling the e-mail associated to the EU login account.

When clicking on next, the system will validate that an EU login account exists, and if so, will send an e-mail to this e-mail. The user will have to open the e-mail and click the confirmation link.

4. In the e-mail the user must click the conformation link. If the system asked you to authenticate (because the session was closed in the meantime), the user has still to use the initial sub-domain with his initial credentials, not the EU login one yet.

↓ ↑ ♂ ¢ 🗄	÷	Confirmation of e-mail for the M	igration - Message (HTML)			- 1	
File Message He	p Q Tell me what you want to	o do					
© Ignore ∭ — ⊗ Junk ~ Delete Archive	Reply Forward All	Image: Move to: ? → To Manager Image: Team Email √ Reply & Delete Image: Team Email √ Reply & Delete	∧ ∨ ✓ ✓ ✓ ✓ Move ↓ Move ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓	Mark Follow Unread Up ×	ted ~ Read ct ~ Aloud	Translate	Zoom
Delete	Respond	Quick Steps	Гы Move	Tags 😼 Editi	ng Speech	Language	Zoom
Confirmation of e	-mail for the Migration						
				S Reply	Keply All	→ Forwar	d •••
To O test.user0)3@taxud.ec.europa.eu					Wed 07/04	4/2021 15:44
Please click on the link her	eafter (be sure to be authenticated f	irst in UUM&DS) in order to confiorm th	he migration of your account.				
Confirm account migration	1						
		Figure 11: E-Mai	l Verification				

After clicking, the user receives a message indicating that he is correctly authenticated.

European Commission > UUM&DS >	Customs>Subdomains>?>UUMDS actors>?>?>EU login account Migration			
	Coca-Cola (User) 🗭 🏾	•	-
🖀 Dashboard 🗧 🗧	UUM&DS Account Migration to EU login	~	' ×	:
My user identity	Steps:			
View Migrate to EU login accour	$\boxed{1-(2)-(3)-(4)}$			
	Migration completed			
	Your account has been migrated. Now you should logout and reauthenticate using the new sub-domain and your new account identifier.			
	← Back			

Figure 12: Migration completion

5. User now can check its new account by closing the browser windows and accessing an UUM&DS application, like Admin-Ext for instance.

TAXUD AUTHENTICATION PORTAL

adva ported Advancements of the application you request access to Customs Custom	UUM&DS						
<section-header> Suppose the properties of the application you request access Customs Customs <t< th=""><th>cation portal</th><th></th><th></th><th></th></t<></section-header>	cation portal						
Select the domain of the application you request access Customs Customs Select the country where you want to be authenticated Czech Republic (EU Login) Catch republic (EU Login) Select type of actor Economic Operator Type of ID EORI C2123456789 Validate Select the type of instance. Instance. Select the type of instance.		Where Are You F	rom				
Customs Custom		Select the domain of the application you request access					
Select the country where you want to be authenticated Czech Republic (EU Login) Select type of actor Economic Operator Type of ID EORI CZ123456789 Validate In macting on behalf of: Myself The following (natural/legal) person with: I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS		Customs	~				
Czech Republic (EU Login) Select type of actor Economic Operator Type of ID EORI D CZ123456789 Validate		Select the country where you want to be authenticated					
Select type of actor Economic Operator Type of ID EORI EORI CZ123456789 Validate Is macking on behalf of: Myself The following (natural/legal) person with: I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS		Czech Republic (EU Login)					
Economic Operator Type of ID EORI D CZ123456789 Validate Is macting on behalf of: Myself The following (natural/legal) person with: I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS		Select type of actor					
Type of ID EORI ID CZ123456789 Validate Harden acting on behalf of: Myself The following (natural/legal) person with: I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS Submit		Economic Operator					
EORI Companies, eID, NATID for natural person for instance. ID C2123456789 Validate I am acting on behalf of: Myself The following (natural/legal) person with: I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS Submit		Type of ID					
ID Instance. CZ123456789 Validate I am acting on behalf of: . Myself . The following (natural/legal) person with: . I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS . Bubmit .		EORI	~				
CZ123456789 Validate I am acting on behalf of: • • Myself • • The following (natural/legal) person with: • • I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS • Submit •		ID					
I am acting on behalf of: Myself The following (natural/legal) person with: I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS Bubmit		CZ123456789	Validate				
 Myself The following (natural/legal) person with: I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS 		I am acting on behalf of:					
 The following (natural/legal) person with: I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS 		 Myself 					
 I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS Submit 		The following (natural/legal) person with:					
Submit		I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS					
		Submit					

Figure 13: Authenticating using the new subdomain

ED WIL	UP-	taxud requires you to authenticate Sign in to continue	Where is ECAS?	English
		Use your e-mail address test.user003@taxud.ec.europa.eu		
		Next Create an account Or Or use the eID of your country Select your country		
		Easy, fast and secure: download the EU Login app		

Figure 14: use the new EU login e-mail instead of the old one.

3. MIGRATION MONITORING BY TAXUD OPERATIONS TEAM

Monitoring of the progress of the migration for a given sub-domain can be easily done by a simple query on the ID_UUMDS_ACTOR table from the UUMDS ID schema.

To see the remaining actors to be migrated:

select * from ID_UUMDS_ACTOR where subdomain_ref = 'CZ';

where CZ is the sub-domain.

To see migrated subdomain users:

select * from ID_UUMDS_ACTOR where subdomain_ref = 'CZ-EULOGIN';

There are two important columns:

- **MIGRATION_MAIL**: Migration e-mail is the e-mail registered related to the EU login account.
- **ORIGINAL_MIGRATED_ACCOUNT**: this is the original UUID of the user before the migration while he was registered in the TAXUD CAS
- **QAA_LEVEL** indicates the registration QAA level of the user. It must be at least at level 2 or higher before changing the required QAA level of the UUM&DS Admin Ext application and deprecate Admin Sec Ext.

Please note that system users will not migrate. This needs to be done manually. System users can be identified by a non-empty value in column **SYSTEM_NAME**.

4.CONSOLIDATION & COMPLETION BY TAXUD OPERATIONS TEAM & MS SUB-DOMAIN ADMINISTRATOR

This phase happens when a sub-domain is considered fully migrated:

- All non-system active users have been migrated to the new sub-domains.
- All system users have been manually recreated into the new-subdomain and disabled in the previous subdomain.

Tasks for TAXUD OPERATION TEAM

- 1. Deactivate the original TAXUD CAS sub-domain.
- 2. Rename the "country (EU Login) sub-domain into "country".
- 3. Make a release.
- 4. Synchronize.

In the WAYF, the end-user will only see one possible choice as before the migration.

The next UUM&DS release will put the original sub-domain code (i.e. without the -EULOGIN extension) and will remove all the data related to the inactive sub-domain (remaining users etc.).

The last phase when all Type D sub-domain are migrated, and all migrated users have a registration QAA level equals or higher than 2 admin-sec-ext can be deprecated.

- 1. Change the QAA level of admin-ext from LOW to MEDIUM, activate, release, and synchronize.
- 2. Update the reverse proxy to reroute all request on admin-sec-ext to admin-ext.
- 3. Deactivate admin-sec-ext, release and synchronise.
- 4. Decommission admin-sec-ext domain

Task for MS Sub-domain administrator

Review of the migrated accounts in the new sub-domain and follow the procedure to elevate the account registration strength from LOW to MEDIUM as specified in eIDAS legislation. This should be repeated for all accounts