

## Metadata Registration Practice Statement

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Federation Name: RCTSaai  
Federation Operator: FCT|FCCN, Portugal  
Federation Web Page: <http://rctsfederation.fccn.pt>

Date of last change: 20150529

### Common Practices

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All Identity Providers and Service Providers administrators connect via https and authenticate via RCTSaai to the RCTSaai Resource Registry [1], where the original information gets administrated which is later used for generating the federation metadata.

For interfederation, the Identity Provider and Service Provider administrators must explicitly request the federation operator to publish their participation in eduGAIN. Before the federation operator publishes metadata dedicated for interfederation, an institution has first to declare that its processes are ready for interfederation.

Only then, IdP and SP administrators will be able to declare that their respective entity is also technically ready to participate in interfederation.

### Practices on Identity Provider Registration

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An Identity Provider registering to the federation needs to be manually approved by a team member of the federation operator.

Such approval requires:

- A completed membership service agreement signed by official representative(s) of the newly participating institution;
- Elements and attributes to be registered must use a DNS domain name of that institution;
- The institution must pass technical validations on the RCTSaai test environment.

The administrators appointed specifically by each institution would then get an access to the Metadata Manager service where they would upload the metadata of the their IdP.

After the approval, the federation operator publishes and maintains the federation's metadata.

Subsequent changes to these elements and attributes do not require re-approval by the federation operator. Only, administrators appointed specifically by that institution can modify the IdP specific information.

### Practices on Service Provider Registration

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Each Service Provider must be manually approved by a team member of the federation operator in order to be registered with the federation.

Such approval requires:

- A completed membership service agreement signed by official representative(s) of the newly participating institution;
- Elements and attributes to be registered must use a DNS domain name of that service provider;
- Provide a list of minimally required attributes for using the service.

The administrators appointed specifically by that SP would then get access to the Metadata Manager service where they would upload the metadata of the their SP.

After the approval, the federation operator publishes and maintains the federation's metadata.

Subsequent changes to these elements and attributes do not require re-approval by the federation operator. Only, administrators appointed specifically by that SP can modify the SP specific information.

#### Practices regarding metadata modifications

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In RCTSaai, no metadata gets modified because the federation operator generates it on behalf of all entities.

The source for generating federation metadata is the RCTSaai Resource Registry. The details of a registering entity are entered by each IdP/SP administrator providing the necessary metadata information. A wizard will parse the provided entity metadata to check the SAML2 syntax and the required content.

The IdP/SP administrator also has to supply non-technical information like descriptions or support contacts. All technical and non-technical information is stored as decomposed items in a database. To generate federation metadata, information from that database gets composed into SAML metadata format.

[1] <https://rctsaai-rr.fccn.pt/rr/>