

Second Key Generation

Version:	74
Last modification:	Dec 04, 2012 14:51

Estimated time: 1 hour and 45 minutes

Roles

- KGA (Key Generation Administrator) facilitates key generation procedure and records data on their script copy
- SA (System Administrator) provides access to the signing box
- KSO (Keystore Security Officer) authorize keystore related operations, including backup and restoration
- DSO (Device Security Officer) authorize device related operations, including backup and restoration
- WI (Witness) attends the event as an observer.
- SAU (Security Auditor) reviews and audits the key generation procedure.

Abbreviations

TEB: Tamper-Evident Bag

MBC: Master Backup Copy



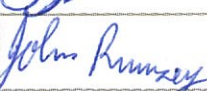
OBC: Operative Backup Copy

FD : Flash Drive

Materials

Description	Quantity
Laptop	1
CD with Live Linux Distribution	3
Projector	1
Printer	1
Photocopier	1
Flash Drives properly labeled and formatted	6
Spare formatted Flash Drives	2
Tamper-Evident bags	6
Pre-generated secure password for device backup	3
Sysadmin brings ssh key to access the signer	1
Hard copies of this script	9
Copy of previous Key Generation Procedure script	1
Copy of previous Hot-Standby Signer Initialization script	1
Participant sign-in sheet	1

Participants

Title	Org	Printed Name	Signature	Date	Time
KGA	NZRS	Sebastian Castro		05-12-2012	09:08
SA	Catalyst	James Dempsey		05-12-2012 5/12/12	9:12
DSO1	NZRS	Dave Baker		05-12-2012	9:10
DSO2	Knossos	John Rumsey Don Stokes		05-12-2012	09:08

DSO3	Catalyst	Andrew Ruthven		5/12/12	9:10
DSO4	OSS	Vince Hagan		5-DEC-12	09:10
DSO5	NZRS	Sebastian Castro		5-12-2012	9:14
KSO1	NZRS	Dave Baker		5.12.2012	09:10
KSO2	NZRS	Jay Daley		5/12/2012	09:25

Safety Instructions

Estimated time: 5 min

Catalyst representative explains the safety procedures to follow in case of fire or earthquake, including Emergency Exits, Fire-fighting equipment and Assembly Point.

Internal Security Policy

Estimated time: 5 min

During the execution of this procedure, personal electronic devices may be used, as long as usage doesn't interfere with the normal course of the procedure. This includes mobile phones, laptops, etc. Mobile phones could be used to make phone calls in case of an emergency. One still camera may be present to take single images for archiving purposes. Video cameras and recording devices are not permitted.

Procedure

Initial preparation

9:10

Estimated time: 10 min

1. All the participants enter the room
2. KGA proceeds to validate the presence of all required participants
 3. Each participant will sign the KGA script copy. If the participant is not fulfilling a trusted role, it must provide a government-issued identification.
4. KGA retrieves:
 5. Laptop (includes power cable, video cable, power extension)
 6. CD,
 7. Flash Drives
 8. Tamper-Evident Bags

Laptop setup

Estimated time: 15 min

9. SA sets up the laptop for the key generation procedure
10. Connects power cable, network cable, and projector
11. Powers up laptop, hit ENTER to access boot menu
12. Boot-up laptop using a bootable CD
13. Enables display
14. Configures printer and print test page
15. Open terminal, and maximize for visibility
16. SA verifies the integrity of the Live CD by comparing the digest

9:18

9:20

9:21

<pre>openssl dgst -c -sha256 /dev/sr0 SHA256 (/dev/sr0)= f0:c1:51:a8:3a:4c:b3:ac:3d:26:16:f7:54:76:0e:78: ba:47:5e:5a:12:4d:67:43:4b:c5:75:6e:26:19:3c:d3</pre>	TIME 9:27
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Matches record? YES / NO

17. SA verifies time and date on the laptop

<pre>root@laptop# date</pre>	TIME
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18. KGA records date and time on their script copy

Date: 9:28:50 NZDT
 Time: 5-12-2012

Access to the signing box

Estimated time: 5 min

19. KGA selects Flash Drive labeled **Key Gen Log**, records the serial number on their script copy and hands it out to SA

Flash Drive Serial # 0019 E000 FAA9-5K87080D0389

20. SA plugs in the Flash Drive. By default the Flash Drive will be auto-mounted and its contents available at **/media/KEY_GEN_LOG**.

21. SA elevate privileges to access the Flash Drive

<pre>user@laptop\$ sudo bash root@laptop#</pre>	TIME 9:30
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22. SA verifies the FD serial number matches the serial number recorded on the script

<pre>lsusb -v -d 0x0951:0x1607 grep -C 1 iProduct iManufacturer 1 Kingston iProduct 2 DataTraveler 2.0 iSerial 3 0019E000FAA9SK87080D0389</pre>	TIME 9:31
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23. SA starts logging via **script**

<pre>root@laptop# cd /media/KEY_GEN_LOG root@laptop# script script-`date +"%Y%m%d"` .log Script started, file is script-20121205.log</pre>	TIME 9:33
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24. SA accesses the standby signing box via SSH using their own account, providing their own SSH identity

<pre>ssh -i catalyst-sysadmin-ssh-key sysadmin@sign2.internal.srs.net.nz</pre>	TIME
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25. KGA checks the fingerprint for the server matches the records

sign1 fingerprint b2:29:9f:b3:b9:b9:88:5b:4e:80:d6:c3:64:ff:ff:9b
 sign2 fingerprint ed:73:ee:03:6c:4c:c0:26:3a:e8:f4:cc:60:26:a1:81

<pre>The authenticity of host 'sign2.internal.srs.net.nz (192.168.62.14)' can't be established. RSA key fingerprint is ed:73:ee:03:6c:4c:c0:26:3a:e8:f4:cc :60:26:a1:81. Are you sure you want to continue connecting (yes/no)? yes</pre>	<p>TIME</p> <p>9:34</p>
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Matches record? YES NO

26. SA enters the directory /var/lib/dnssec/keygen. Files generated during the key generation procedure will be stored here for later retrieval.

<pre>sysadmin@sign2: sudo -s [sudo] password for sysadmin: [/home/sysadmin] root@sign2: cd /var/lib/dnssec/keygen [/var/lib/dnssec/keygen] root@sign2:</pre>	<p>TIME</p> <p>9:36</p>
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HSM Verification

Estimated time: 5 min

27. SA retrieves the HSM public key fingerprint

<pre>sysadmin@sign2: scadiag -f mca0 d34d-ba64-ac50-eb28-b785-5c09-ebec-201f-db7c-13ef</pre>	<p>TIME</p> <p>9:39</p>
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28. KGA verifies the HSM Fingerprint matches what's recorded in the previous script (step 36)

HSM Public Key Fingerprint

4fbf-91b8-f9e8-56a2-bc42-ad7d
321c-9b46-f47f-2936

Matches record? YES NO

Key Purging

Estimated time: 5 min

Delete all the keys stored in the HSM that are no longer needed.

29. SA verifies the signer is the standby signer, output must indicate the **standby_signer** is **LOCAL**

<pre>sysadmin@sign2: get_active_signer active_signer: 192.168.58.14 FULLY_AGREE REMOTE standby_signer: 192.168.62.14 FULLY_AGREE LOCAL</pre>	<p>TIME</p> <p>9:40</p>
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30. SA lists the contents of the HSM. It must contain the same number of keys as seen after the previous Key Generation Procedure

<pre>ods-hsmutil list sca6000 head -5 Listing keys in repository: sca6000 140 keys found. Repository ID Type ----- sca6000 160d29b6d32b301356a22f545e1a5ddd RSA/2048 sca6000 33b6e77e122419a7e6893d2c5e2bcffb RSA/2048 sca6000 9d893962239be58bfcdb3fd45a6454a5 RSA/2048 sca6000 5ac0c4de0626543295d37bc850200f86 RSA/2048 sca6000 76394a2af741e324ad49646b4b59dd53 RSA/2048</pre>	<p>TIME</p> <p>9:40</p>
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31. Proceed to delete all unused keys in active policies

<pre>sudo -u opensnssec ods-purge-keys.sh</pre>	<p>TIME</p> <p>9:41</p>
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32. SA lists the contents of the HSM, to show a reduced number of keys

<pre>ods-hsmutil list sca6000 head -5 Listing keys in repository: sca6000 115 keys found.</pre> <p>84 Keys.</p>	<p>TIME</p> <p>9:41</p>
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Key generation

Estimated time: 15 min

Create all the necessary keys for fourteen months of operation (one year plus two months extra for overlap).

33. SA executes the script to generate the keys for all active policies

<pre>sudo -u opensnssec ods-keygen.sh P14M</pre>	<p>TIME</p> <p>9:44</p>
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i The key generation script will run a sanity check on the list of keys previous and after the generation step, to make sure only new keys are added and no existing keys are deleted

34. SA prints the number of keys present in the HSM. Output would look as below:

<pre>ods-hsmutil list sca6000 head -5 Listing keys in repository: sca6000 200 keys found. Repository ID Type ----- sca6000 160d29b6d32b301356a22f545e1a5ddd RSA/2048 sca6000 33b6e77e122419a7e6893d2c5e2bcffb RSA/2048 sca6000 9d893962239be58bfcdb3fd45a6454a5 RSA/2048 sca6000 5ac0c4de0626543295d37bc850200f86 RSA/2048 sca6000 76394a2af741e324ad49646b4b59dd53 RSA/2048</pre>	<p>TIME</p> <p>9:45</p>
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Backup generation

Estimated time: 10 min

35. SA opens a second terminal and logs into the signing box using their own account.

<pre>ssh -i catalyst-sysadmin-ssh-key sysadmin@sign2.internal.srs.net.nz</pre>	<p>TIME</p> <p>9:45</p>
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36. SA executes backup script in the first terminal. The backup files will be written to /var/lib/dnssec/keygen/key-backup-YYYY-MM-DD.tar.gz

<pre> sudo -s export-keydata nz-dnssec-keystore Backups will be written to /var/lib/dnssec/keygen/key-backup-YYYY-MM-DD.tar.gz Exporting KASP database... SQLite database set to: /var/opendnssec/kasp.db Backing up keystore nz-dnssec-keystore... You will be prompted for Keystore Security Officer(KSO) credentials. After entering them, the backup will pause while other Keystore Security Officers authorize the backup operation. Press enter to continue. </pre>	<p>TIME</p> <p>9:47</p>
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37. KSO1 authorizes the backup using their password

<pre> Keystore = nz-dnssec-keystore.600121.{b129f5fa} (local) Security Officer Login: nz-ksol Security Officer Password: NOTICE: Please wait while the other required 1 security officers authenticate this command. This command will time out in 5 minutes. </pre>	<p>TIME</p> <p>9:48</p>
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38. SA executes the HSM interface in the second window

<pre> scamgr -k nz-dnssec-keystore Keystore = nz-dnssec-keystore.600121.{b129f5fa} (local) </pre>	<p>TIME</p> <p>9:49</p>
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39. A second KSO logs into the HSM using the second terminal to authorize the backup.

<pre> Security Officer Login: nz-kso2 Security Officer Password: NOTICE: A Multi-Admin command is currently in progress. You are a member of the Multi-Admin role and may approve this command. Command: backup Initiating SO: nz-ksol Authorize this command? (Y/Yes/N/No) [No]: Y Authorization successful </pre>	<p>TIME</p> <p>9:50</p>
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i Any KSO pair combination can carry out this operation, using nz-kso1, and nz-kso2 is only relevant for the example

40. SA closes the second HSM interface and window

<pre> scamgr> quit </pre>	<p>TIME</p>
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41. The first terminal will show the backup command was authorized and will proceed. Output will look like the following example:

<pre>Update: Authenticated security officers: nz-ksol Update: Authenticated security officers: nz-ksol nz-kso2 Backup to /tmp/tmp.cgHkVs1862/nz-dnssec-keystore-full-keystore-backup-YYYY-MM-DD successful. Done backing up keystore nz-dnssec-keystore. The sha256sum of this full keystore backup is 4a:8d:31:ef:ac:7f:e8:bf:b9:6d:bd:11:dc:aa:35:09:f8:79:99:15:45:b4:d6:a6:7b:40:3f:d9:df:07:c9:db Backing up HSM Device Configuration... You will be prompted for Device Security Officer(DSO) credentials and a Password to encrypt to the device backup. Press enter to continue.</pre>	<p>TIME</p> <p>9:51</p>
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42. DSO1 authorizes the device backup with their password

<pre>Security Officer Login: nz-dso1 Security Officer Password:</pre>	<p>TIME</p> <p>9:51</p>
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43. SA enters the password to protect the backup, using a pre-generated password. Output should look as below:

<pre>Enter a password to protect the data: Confirm password: Backup to /tmp/tmp.cgHkVs1862/device-backup-YYYY-MM-DD successful. Done backing up HSM device. The sha256sum of this device backup is 29:ed:62:3a:d2:84:b6:7d:dd:20:a3:4f:82:e6:a5:86:44:ef:4c:bd:61:03:d8:9d:9b:c7:7e:38:0e:72:f6:02 Exported keystore Info: Keystore : nz-dnssec-keystore Serial # : 605403 Keystore ID : 519920a1 All backups have been exported to /var/lib/dnssec/keygen/key-backup-YYYY-MM-DD.tar.gz Hash of key-backup-YYYY-MM-DD.tar.gz has been written to key-backup-YYYY-MM-DD.tar.gz.sha256sum (sha256sum: 2c:2e:12:e2:3e:13:38:58:1f:68:59:77:83:19:f3:11 43:cb:10:50:cd:83:89:5d:2f:a4:29:1a:a5:18:85:2c)</pre>	<p>TIME</p> <p>9:53</p>
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44. SA reads the digest from the screen, KGA records on its script copy

Keystore backup file digest

ab:cb:ec:64:fd:c8:65:fa:59:93:9e:96:bb:
36:67:ad:
31:f5:75:27:e9:78:b7:80:0d:4f:51:42:71:61
:81:5b

45. SA closes the root session

<pre>root@sign2: exit</pre>	<p>TIME</p> <p>9:55</p>
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46. SA logs out from the signing box

<pre>sysadmin@sign2: exit Connection to sign2.internal.srs.net.nz closed.</pre>	TIME 9:55
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Creating Master Backup Copy

Estimated time: 5 min

47. KGA takes the Flash Drive labeled as **Master Copy** to serve as Master Copy Container. KGA records the serial number on its script copy.

Flash Drive Serial # 001CC0EC34BEFB90671D25F1

48. KGA passes the Flash Drive to SA

49. SA plugs Flash Drive into the laptop

50. SA verifies the FD serial number matches the serial number recorded on the script.

<pre>lsusb -v -d 0x0951:0x1653 grep -C 1 iProduct iManufacturer 1 Kingston iProduct 2 DT 100 G2 iSerial 3 001CC0EC34BEFB90671D25F1</pre>	TIME 9:57
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51. SA copies the backup files from the signer to the Flash Drive

<pre>scp -i catalyst-sysadmin-ssh-key admin@sign2:/var/lib/dnssec/keygen/key-backup-*/ /media/MASTER_BACKUP/ Enter passphrase for key 'catalyst-sysadmin-ssh-key': key-backup-YYYY-MM-DD.tar.gz 100% 453KB key-backup-YYYY-MM-DD.tar.gz.sha256sum 100% 95</pre>	TIME 9:58
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52. SA checks the backup file integrity

<pre>cd /media/MASTER_BACKUP sha256sum -c key-backup-YYYY-MM-DD.tar.gz.sha256sum key-backup-YYYY-MM-DD.tar.gz: OK</pre>	TIME 9:58
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Creating Backup Operative Copies

Wellington Operative Backup Copy

Estimated time: 5 min

53. KGA picks Flash Drive labeled **WELLINGTON**, and records the serial number in its script copy.

Flash Drive Serial # 001CC0EC321AFB90671625EC

54. KGA hands out the Flash Drive to SA

55. SA plugs the FD into the laptop

56. SA verifies the FD serial number matches the serial number recorded on the script. This command will show two serial numbers, one for the Master Backup and one for the Wellington Flash Drive.

<pre>lsusb -v -d 0x0951:0x1653 grep -C 1 iProduct iManufacturer 1 Kingston iProduct 2 DT 100 G2 iSerial 3 001CC0EC34BEFB90671D25F1 - iManufacturer 1 Kingston iProduct 2 DT 100 G2 iSerial 3 001CC0EC321AFB90671625EC</pre>	TIME 10:00
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57. SA copies the MBC FD contents into the Wellington OBC FD

<pre>rsync -avW /media/MASTER_BACKUP/ /media/WELLINGTON/</pre>	TIME 10:01
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58. SA checks the integrity of the backup

<pre>cd /media/WELLINGTON sha256sum -c key-backup-YYYY-MM-DD.tar.gz.sha256sum key-backup-YYYY-MM-DD.tar.gz: OK</pre>	TIME 10:01
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59. SA unmounts and unplugs the OBC FD

<pre>cd / umount /media/WELLINGTON</pre>	TIME 10.01
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60. SA hands out the FD to the KGA

61. KGA labels a TEB as **WELLINGTON, <DATE>, NZRS DNSSEC Key Backup**

62. KGA records the TEB serial number in its script copy

TEB Serial # 32 34864

63. KGA places the WELLINGTON OBC FD in the TEB

64. KGA places copy of the Device Backup Password in the TEB

65. KGA seals the TEB

66. KGA tears off the TEB pre-perforated tab, and tapes it to its copy of the script



67. KGA hands out the TEB to Catalyst Representative

68. Catalyst Representative confirms the TEB serial matches the script log and signs in acknowledgement

Catalyst Representative signature	
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Albany Operative Backup Copy

Estimated time: 5 min

69. KGA picks the Flash Drive labeled **ALBANY**, and records the serial number in its script copy.

Flash Drive Serial # 001CC0EC34F1-FB9067172675

70. KGA hands out the FD to the SA

71. SA plugs the FD into the laptop

72. SA verifies the FD serial number matches the serial number recorded on the script

<pre>lsusb -v -d 0x0951:0x1653 grep -C 1 iProduct iManufacturer 1 Kingston iProduct 2 DT 100 G2 iSerial 3 001CC0EC34BEFB90671D25F1 - iManufacturer 1 Kingston iProduct 2 DT 100 G2 iSerial 3 001CC0EC34F1FB9067172675</pre>	TIME 10:05
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73. SA copies the MCB FD contents into the Albany OBC FD

<pre>rsync -avW /media/MASTER_BACKUP/ /media/ALBANY/</pre>	TIME 10:15
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74. SA checks the integrity of the backup

<pre>cd /media/ALBANY sha256sum -c key-backup-YYYY-MM-DD.tar.gz.sha256sum key-backup-YYYY-MM-DD.tar.gz: OK</pre>	TIME 10:15
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75. SA unmounts and unplugs the OBC FD

cd / umount /media/ALBANY	TIME
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76. SA hands out the FD to the KGA

77. KGA labels a TEB as **ALBANY, <DATE>, NZRS DNSSEC Key Backup**

78. KGA records the TEB serial number in its script copy

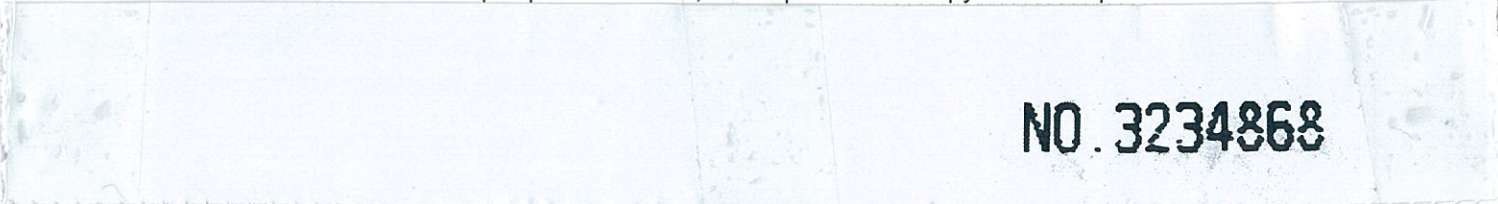
TEB Serial # 3234868

79. KGA places the ALBANY OBC FD in the TEB

80. KGA places copy of the Device Backup Password in the TEB

81. KGA seals the TEB

82. KGA tears off the TEB pre-perforated tab, and tapes it to its copy of the script



83. KGA hands out the TEB to Knossos Representative

84. Knossos Representative confirms the TEB serial matches the script log and signs in acknowledgement

Knossos Representative signature	
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Auckland Operative Backup Copy

Estimated time: 5 min

85. KGA picks Flash Drive labeled **AUCKLAND**, and records the serial number in its script copy

Flash Drive Serial # 001CC0EC32BC-FB9067122608

86. KGA hands out the FD to the SA

87. SA plugs the FD into the laptop

88. SA verifies the FD serial number matches the serial number recorded on the script

<pre>lsusb -v -d 0x0951:0x1653 grep -C 1 iProduct iManufacturer 1 Kingston iProduct 2 DT 100 G2 iSerial 3 001CC0EC34BEFB90671D25F1 - iManufacturer 1 Kingston iProduct 2 DT 100 G2 iSerial 3 001CC0EC32BCFB9067122608</pre>	TIME 10:20
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89. SA copies the MCB FD contents into the AUCKLAND OBC FD

rsync -avW /media/MASTER_BACKUP/ /media/AUCKLAND	TIME 10:20
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90. SA checks the integrity of the backup

<pre>cd /media/AUCKLAND sha256sum -c key-backup-YYYY-MM-DD.tar.gz.sha256sum key-backup-YYYY-MM-DD.tar.gz: OK</pre>	TIME 10:20
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91. SA unmounts and unplugs the OBC FD

cd / umount /media/AUCKLAND	TIME 10:20
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- 92. SA hands out the FD to the KGA
- 93. KGA labels a TEB as **AUCKLAND**, <DATE>, **NZRS DNSSEC Key Backup**
- 94. KGA records the TEB serial number in its script copy

TEB Serial #

3234867

- 95. KGA places the AUCKLAND OBC FD in the TEB
- 96. KGA places copy of the Device Backup Password in the TEB
- 97. KGA seals the TEB
- 98. KGA tears off the TEB pre-perforated tab, and tapes it to its copy of the script



- 99. KGA hands out TEB to OSS Representative
- 100. OSS Representative confirms the TEB serial matches the script log and signs in acknowledgement

OSS Representative signature

[Handwritten Signature]

Finishing steps

Estimated time: 3 min

- 101. SA unmounts and unplugs the MBC FD

<pre>cd / umount /media/MASTER_BACKUP</pre>	TIME 10:24
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- 102. SA hands out the MBC FD to the KGA
- 103. KGA labels a TEB as **Master Copy**, <DATE>, **NZRS DNSSEC Key Backup**
- 104. KGA records the TEB serial number in its script copy

TEB Serial #

3234865

- 105. KGA places the MBC FD in the TEB
- 106. KGA places copy of the Device Backup Password in the TEB
- 107. KGA seals the TEB
- 108. KGA tears off the TEB pre-perforated tab, and tapes it to its copy of the script



- 109. KGA hands out TEB to KSO1
- 110. KSO1 confirms the TEB serial matches the script log and signs in acknowledgement

KSO1 signature

[Handwritten Signature]

Closing steps

Estimated time: 12 min

- 111. SA finishes script logging

<pre>root@laptop> exit</pre>	TIME 10:26
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- 112. KGA selects Flash Drive labeled **Key Gen Copy** and hands it out to SA
- 113. SA plugs in the Flash Drive
- 114. SA copies **Key Gen Log** Flash Drive contents into **Key Gen Copy** Flash Drive

<code>rsync -avW /media/KEY_GEN_LOG/ /media/KEYGEN_COPY</code>	TIME 10:27
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115. SA generates a printable copy of the script

<code>cd /media/KEYGEN_COPY enscript -G -U 2 -o script-`date +%Y%m%d`.ps script-`date +%Y%m%d`.log</code>	TIME 10:30
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116. SA generates sha256 digest for the printable copy of the script. Output should look like this:

<code>openssl dgst -c -sha256 script-`date +%Y%m%d`.ps SHA256(script-YYYYMMDD.ps)= a6:83:6e:17:cb:37:ed:f2:06:41: b0:47:25:d3:1b:e4 :8f:11:a5:56:38:bd:b2:a5:ec:dc:17:45:fb:9a:6d:94</code>	TIME 10:31
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117. KGA records the sha256 digest into the script copy

sha256 digest

ca : cf : 11 : 4d : ff : f2 : da : ef : a3
: 3b : 70 : eb : eb : de : 9c : 99 :
09 : f4 : b1 : d6 : e3 : 99 : 2c : b1 : c3
: 5e : f4 : 95 : c0 : e3 : 3b : 87

118. SA prints the script

<code>lpr script-`date +%Y%m%d`.ps</code>	TIME 10:35
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119. SA copies the printable copy to the **Key Gen Log** Flash Drive

<code>cp script-`date +%Y%m%d`.ps /media/KEY_GEN_LOG</code>	TIME 10:38
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120. SA unmounts KEY_GEN_LOG FD

<code>cd / umount /media/KEY_GEN_LOG</code>	TIME 10:38
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121. SA unplugs Flash Drive and hands it out to KGA

122. KGA takes a TEB and records the serial number in its script copy

TEB Serial #

3234866

123. KGA places KeyGen_Log FD in the TEB and seals it

124. KGA tears off the TEB pre-perforated tab. and tapes it to its copy of the script

NO. 3234866

125. SA unmounts KEYGEN_COPY FD and hands it out to KGA

<code>cd / umount /media/KEYGEN_COPY</code>	TIME 10:41
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126. SA unmounts and unplugs the Flash Drive carrying his key

127. SA shuts down laptop

<code>shutdown -h now</code>	TIME 10:41
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128. SA disconnects cables from laptop

129. Unplug laptop cables

130. KSO1 takes TEB containing Key Generation Log FD, TEB containing Master Backup Copy and copies of the script log for secure storage

131. KGA signs off the key generation procedure

Signature	<i>Alexander</i>
Date/Time	5-12-2012 10:41

132. KGA makes at least 3 photocopies of its copy of the script: one for onsite storage, offsite storage, one for KGA. Additional copies can be made by participants request.

