Friday, April 20, 2018 10:24:57 AM Ruud Leurs

| Requirement | Use of the SafeMail platform |
|-------------|---|
| Description | All outgoing e-mail sent from the @kpn.com domain must be handled by the SafeMail platform. |
| ID | KSP-RE-360 |
| Version | 1.0 |
| Date | December 11, 2017 |
| Rationale | Securing e-mail |

| Requirement | Use of e-mail addresses |
|-------------|--|
| Description | In e-mail communication in the name of KPN the e-mail address must be used under the @kpn.com domain. The platform administrator decides which e-mail address is given to what kind of e-mail communication. |
| ID | KSP-RE-361 |
| Version | 1.0 |
| Date | December 11, 2017 |
| Rationale | Securing e-mail |

| Requirement | Use of Domain Keys Identified Mail (DKIM) |
|-------------|---|
| Description | All e-mail communication originating from the @kpn.com domain must be signed with a DKIM key. |
| ID | KSP-RE-363 |
| Version | 1.0 |
| Date | December 11, 2017 |
| Rationale | Securing e-mail |

| Requirement | Use of Sender Policy Framework (SPF) |
|-------------|---|
| Description | All e-mail communication originating from the @kpn.com domain must be send through a SMTP server that is included in the SPF record for @kpn.com. |
| ID | KSP-RE-364 |
| Version | 1.0 |
| Date | December 11, 2017 |
| Rationale | Securing e-mail |

| Requirement | Use of Transport Layer Security (TLS) on a Mail eXchanger (MX) |
|-------------|---|
| Description | All e-mail communication originating from the @kpn.com domain must be send through a SMTP server that uses TLS on MX. |
| ID | KSP-RE-365 |
| Version | 1.0 |
| Date | December 11, 2017 |
| Rationale | Securing e-mail |

| Requirement | Reference in the e-mail body to a URL |
|-------------|--|
| Description | All email towards KPN consumers must use URLs in its message body which are build-up from a hostname component which is within the kpn.com DNS zone. |
| | A (transparent) re-direct is allowed from a URL within the kpn.com DNS zone towards a page outside this zone. |
| | Good examples: |
| | www.kpn.com/invoices/ |
| | mijn.kpn.com/ |
| | zakelijk.kpn.com/some-particular-campagne/ |
| | Bad examples: |
| | campagnekpn.nl/ |
| | kpncampagne.nl/ |
| | facebook.com/kpncampagne/ |
| | youtu.be/kpn |
| ID | KSP-RE-366 |
| Version | 1.0 |
| Date | December 11, 2017 |
| Rationale | Securing e-mail |

| Requirement | Including an URL towards a login page |
|-------------|--|
| Description | In e-mail communication from the @kpn.com domain towards customers the body of the e-mail message may never include an URL towards a direct login page. |
| | Example: |
| | When a customer is asked for an action in the 'Mijn KPN' environment, direct the customer towards kpn.com and explain the customer to login to 'Mijn KPN'. |
| ID | KSP-RE-367 |
| Version | 1.0 |
| Date | December 11, 2017 |
| Rationale | Securing e-mail |

| Requirement | E-mail security |
|-------------|--|
| Description | The owner of a service that sends out e-mail in the name of KPN must ensure the service is connected to the SafeMail platform. |
| ID | KSP-RE-368 |
| Version | 1.0 |
| Date | December 11, 2017 |
| Rationale | Securing e-mail |

| Requirement | Mobile Mail for MSPs |
|-------------|--|
| Description | Managed Service Providers may not receive emails from or containing information pertaining to KPN or her daughter companies on their mobile device(s). |
| ID | KSP-RE-369 |
| Version | 1.0 |
| Date | December 11, 2017 |
| Rationale | Securing e-mail |

| Requirement | Use of Secure/Multipurpose Internet Mail Extensions (S/MIME) certificate |
|-------------|--|
| Description | In e-mail communication towards customers from the @kpn.com domain the e-mail message must be signed with a S/MIME certificate. The receiver must be able to verify the authenticity and integrity of the message. |
| ID | KSP-RE-362 |
| Version | 1.0 |
| Date | December 11, 2017 |
| Rationale | Securing e-mail |

| Requirement | Sending e-mail from a domain |
|-------------|--|
| Description | KPN branded domains that send e-mail must have implemented a DMARC record and tied to the SPF configuration for this domain. |
| ID | KSP-RE-696 |
| Version | 1.0 |
| Date | April 4, 2018 |
| Rationale | Securing e-mail |