



25.02.2026

PUBLIC

Class B – Introduction to the RIO Process for LRA Officers

Registration for the RIO Process for the Office

Status: released

V2.1

All LRA Officers may use the RIO process. The alternative issuance process via a RIO (Registration Identification Officer) allows the applicant to obtain certificates regardless of their location. The LRA Officers use the serial number of the card assigned to the applicant, as indicated on the registration documents, and can generate the certificates for the card using the Walk-In-Wizard and the « RIO » option. The applicant then receives an activation code to write the certificates onto the card using the « Smartcard Unseal Wizard ». Since the RIOs are only responsible for the identification of applicants and the handover of smartcards, they require less infrastructure than an LRA.

The LRA Officers appoint their RIOs themselves. A RIO is always subordinate to an LRAO. The LRA Officers are obligated to train their RIOs and provide them with the required smartcards, forms, and documentation.

The Swiss Government PKI must be informed in advance about the introduction or termination of the RIO process within the authority. The following information is required for this:

Information about the LRA Officer	
Surname, given name, Suffix	
Department / office	
Email	
Telephone	
BAB Client Number (CMxxxx)	

... would like to use the RIO process

... no longer uses the RIO process

Location / Date	
Signature	