

**PASS 4:2022**

**Requirements for Proof of  
Age Card Design and  
Construction**

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# Introduction

The Proof of Age Standards Scheme (“PASS”) is the United Kingdom’s national Proof of Age Accreditation Scheme, endorsed by the Home Office, the National Police Chiefs’ Council (NPCC), the Security Industry Authority (SIA) and law enforcement officers, such as Trading Standards.

The PASS Scheme is operated by a Community Interest Company providing accreditation to suppliers of Proof of Age Services in the UK.

The Accredited Providers are assessed against the standards set out in:

- PASS 0 – General Principles and Definitions
- PASS 1 – Requirements for Identity and Age Verification
- PASS 2 – Requirements for e-ID Validation Technology
- PASS 3 – Requirements for Data Protection, Privacy and Security
- PASS 4 – Requirements for Proof of Age Card Design and Construction
- PASS 5 – Requirements for Digital Presentation of Proof of Age

All Accredited Providers are required to comply with PASS 0:2022, PASS 1:2022, PASS 3:2020 and any relevant PASS Standards applicable to their business operations.

All Accredited Providers are required to comply with the latest version of the PASS Standards (indicated by the year of issue), subject to any transitional arrangements agreed by the PASS Standards Group.

The PASS Standards are assessed by qualified, competent auditors appointed by PASS to ensure that accredited providers reach and continue to operate to the requirements of the PASS Standards. This means that providers of age restricted goods, content and services can be confident in accepting cards or digital proof of age bearing the PASS hologram or digital mark, safe in the knowledge that the scheme is supported by the police, Trading Standards and a wide range of trade bodies.

# Contents

Introduction .....	2
Contents .....	3
1. Scope .....	4
2. Normative References .....	5
3. Terms and definitions .....	6
4. Specification for Card Design – England, Wales, Northern Ireland, Channel Islands and Isle of Man .....	7
<i>Layout of the Front of the Card</i> .....	7
<i>Positioning of Key Features</i> .....	8
5. Specification for Card Design – Scotland .....	17
<i>Layout of the Front of the Card</i> .....	17
<i>Positioning of Key Features</i> .....	18
6. Requirements for the Size and Construction of PASS Proof of Age Cards .....	22
<i>Size of Cards</i> .....	22
<i>Card Characteristics</i> .....	22
<i>Interoperable or Smart Cards</i> .....	23
7. Requirements for the Application of PASS Holograms .....	24
<i>Handling of PASS Holograms</i> .....	24
<i>Affixing PASS Holograms</i> .....	25
About PASS .....	26

# 1. Scope

The Proof of Age Standards Scheme (PASS) Standards are applicable to any Proof of Age Card or Digital Proof of Age provider that wishes to operate under the PASS Scheme and have access to use of the PASS registered Trade mark.

This part of the PASS Standards:

- establishes the design criteria for PASS Proof of Age Cards;
- establishes the information that shall appear on PASS Proof of Age Cards;
- establishes the technical specification for printing and production of PASS Proof of Age Cards including the required minimum security features;
- specifies the positioning of the PASS Hologram;
- establishes the construction requirements of PASS Cards;
- specifies the requirements for handling of PASS Holograms;
- specifies the methodology for application of PASS Holograms to PASS Cards.

PASS 0 establishes the general principles applicable to all PASS Accredited Providers, including common terms and definitions used throughout this PASS Standard.

## 2. Normative References

The normative references in PASS 0 are relevant to this standard and, in addition, the following are also relevant:

ISO/IEC 7810:2019 Identification cards – Physical characteristics

ISO 2470-1:2016 Paper, board and pulps – Measurement of diffuse blue reflectance factor – Part 1: Indoor daylight conditions (ISO brightness)

ISO/IEC 19794-5:2011 + A2:2015 Information Technology – Biometric data interchange formats – Part 5: Face image data.

Home Office GPG45 Guidance on Identity Proofing

## 3. Terms and definitions

In this document:

“**shall**” indicates a requirement

“**should**” indicates a recommendation

“**may**” indicates a permission

“**can**” indicates a possibility or a capability

***GUIDANCE NOTES** are shown in italic text and are intended to assist the reader with understanding provisions.*

When referring to the PASS Standards, refer to the PASS Standard, followed by the year of issue, followed by the provision – such as **PASS 0:2020 4.3.2**.

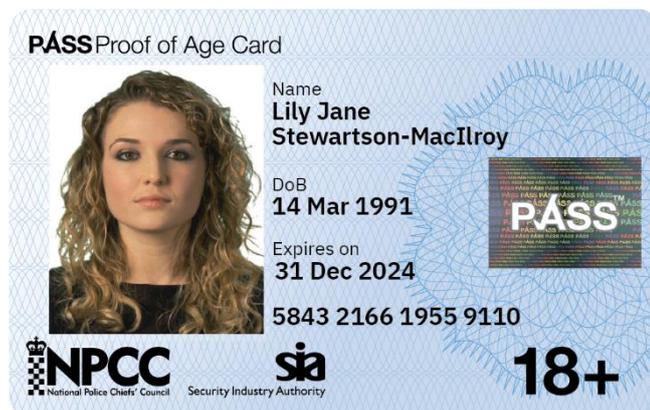
The terms and definitions established in PASS 0 apply to this standard and all PASS Standards.

## 4. Specification for Card Design – Excluding Young Scot Cards

### *Layout of the Front of the Card*

- 4.1 An Accredited Provider providing cards for residents aged 18 or over in the United Kingdom, the Channel Islands or the Isle of Man (other than those issued by Young Scot – see section 5) shall issue Proof of Age Cards conforming to the design requirements in this section.
- 4.2 An Accredited Provider providing cards for residents aged under 18 in the United Kingdom, the Channel Islands or the Isle of Man shall issue Proof of Age Cards conforming to the following design requirements in this section:
- (a) the size and positioning of the PASS Hologram;
  - (b) the size and positioning of the PASS Proof of Age Card Insignia;
  - (c) the size and positioning of the Photograph of the Card Holder;
  - (d) the size and positioning of the Name of the Card Holder;
- and shall not use:
- (a) the blue guilloche as specified in this section; or
  - (b) the 18+ mark as specified in this section.

- 4.3 A PASS Proof of Age Card for Card Holders aged 18 or over conforming to this section shall appear as follows on the Front of the Card.



*The image above is to exact scale when printed on A4 paper with zero margins. The requirements for size parameters are in Section 6 of this PASS Standard.*

- 4.4 An Accredited Provider may display any information on the Rear of the Card provided:
- (a) it includes a method of contacting the Accredited Provider (if this is not shown on the Face of the Card in the card issuer zone, see 4.48 – 4.50);
  - (b) it does not mislead or confuse as to the nature of the card.

*For the purposes of this Standard, the Rear of the Card is taken as being the side of the card that does not contain the PASS Hologram, even though for dual use cards (such as pre-pay debit cards) users may consider the side containing a chip and Visa or Mastercard logo as the 'Front of the Card'. There are no restrictions on what may appear on the Rear of the Card, although other organisations (such as Visa and Mastercard) have their own restrictions.*

*A method of contacting the Accredited Provider can be any method such as via website, email, telephone, post or any other suitable method for citizens to make contact with the Accredited Provider.*

### *Positioning of Key Features*

- 4.5 *The requirements for positioning of key features on the front of the card enable electronic identity validation technology (e-IDVT) to undertake security checks on the*

*validity of the PASS Proof of Age Card and are, therefore, critical to the interoperability of the Card with other systems.*

#### *PASS Hologram*

- 4.6 The PASS Hologram shall be cut to:
- (a) 20 mm width (with a tolerance of  $\pm 1$ mm);
  - (b) 15 mm height (with a tolerance of  $\pm 1$ mm);
  - (c) have square edges (i.e. that the left and right sides of the hologram are at right angles ( $\pm 1^\circ$ ) to the top and bottom of the hologram);
  - (d) have square or cornered edges with ingress to the hologram not exceeding 2mm.
- 4.7 The PASS Hologram shall appear on the Front of the Card in a position that is:
- (a) 2mm from the right edge of the card (with a tolerance of  $\pm 1$ mm);
  - (b) 63.5 mm from the left edge of the card (with a tolerance of  $\pm 1$ mm);
  - (c) 19.5mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm);
  - (d) 19.5mm from the top edge of the card (with a tolerance of  $\pm 1$ mm).
- 4.8 The PASS Hologram shall be affixed to the Front of the Card in an orientation that is parallel ( $\pm 1^\circ$ ) to the bottom edge of the card.

*Requirements relating to the application of the PASS Hologram are in Section 7 of this PASS Standard.*

#### *PASS Proof of Age Card Insignia*

- 4.9 The PASS Proof of Age Card Insignia shall consist of:
- (a) the PASS Trade mark not more than 10 mm wide and not more than 4 mm high;
  - (b) the words 'Proof of Age Card' in IBM+PLEX+SANS (or closely equivalent font) 9pt text.
- 4.10 The PASS Proof of Age Card Insignia shall appear on the Front of the Card in a position that:
- (a) starts 2mm from the left edge of the card (with a tolerance of  $\pm 1$ mm);
  - (b) is in between 2mm and 6mm from the top edge of the card (with a tolerance of  $\pm 1$ mm).

*Supporting Organisations Logos*

- 4.11 The space on the Front of the Card consisting 11mm from the bottom edge of the card and 65mm from the left edge of the card is reserved for the logos of organisations supporting the PASS Scheme.

*The current organisations supporting the PASS Scheme that permit the use of their logo on the Face of the Card are:*

- *The National Police Chiefs' Council*



- *The Security Industry Authority*



- 4.12 Accredited Providers shall not use any supporting organisations logos in any context other than as the logos would appear on a PASS Card issued by the Accredited Provider, in any publicity or promotional materials, unless the Accredited Provider has the direct authorisation in writing of the supporting organisation to do so.

*Photograph of the Card Holder*

- 4.13 A photograph of the Card Holder:
- (a) shall be not more than 30 mm width and not less than 28 mm width (with a tolerance of  $\pm 1$ mm);
  - (b) shall be not more than 35 mm height and not less than 34 mm height (with a tolerance of  $\pm 1$ mm);

- (c) will have square edges (i.e. that the left and right sides of the photograph are at right angles ( $\pm 1^\circ$ ) to the top and bottom of the photograph);
  - (d) will have square or cornered edges with ingress to the photograph not exceeding 2mm or have a blended fade background to the blue guilloche such that the background of the photograph fades to the outer edges.
- 4.14 The photograph of the Card Holder shall be printed in the pixel aspect ratio as captured in accordance with PASS 1, 8.1 – 8.10 (Photograph Standards).
- 4.15 The photograph of the Card Holder shall be printed in colour.
- 4.16 The photograph of the Card Holder shall be printed so that it is free from print blemishes and of reasonable clarity and quality so that the Card Holder is identifiable to a reasonable person.
- 4.17 The photograph of the Card Holder shall appear on the Front of the Card in a position that is:
- (a) 5mm from the left edge of the card (with a tolerance of  $\pm 1$ mm); and
  - (b) 12mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm).
- 4.18 The photograph of the Card Holder shall be printed in an orientation that is parallel ( $\pm 1^\circ$ ) to the bottom edge of the card.

*Name of the Card Holder*

- 4.19 The name of the Card Holder shall be printed on the Front of the Card in the name zone.
- 4.20 The name of the Card Holder shall be established and printed in accordance with PASS 1, 9.1 – 9.7 (Name Standards). The name shall be printed in the order 'secondary identifier' 'primary identifier' with no initials or punctuation.
- 4.21 The name zone of the card shall consist of a space:
- (a) 35 mm from the left edge of the card (with a tolerance of  $\pm 1$ mm);
  - (b) 2 mm from the right edge of the card (with a tolerance of  $\pm 1$ mm);
  - (c) 44.5 mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm);
  - (d) 9.5 mm from the top edge of the card (with a tolerance of  $\pm 1$ mm).
- 4.22 The name zone shall consist of up to three lines of text including:

- (a) a line of text indicating that it consists of a name printed in IBM+PLEX+SANS (or closely equivalent font) Light 6pt; and
- (b) up to two lines of text containing the Name of the Card Holder printed in IBM+PLEX+SANS (or closely equivalent font) Medium 9pt.

4.23 The line of text required for 4.24 (a):

- (a) shall start with the text 'Name';
- (b) for cards issued to residents of Wales, shall be followed with the text '/Enw';
- (c) for cards issued to particular sectors of the community, may be followed with text indicating 'name' in a language familiar to that sector of the community.

#### *Date of Birth of the Card Holder*

4.24 The date of birth of the Card Holder shall be printed on the Front of the Card in the date of birth zone.

4.25 The date of birth of the Card Holder shall be established and printed in accordance with PASS 1 (Identity and Age Verification). The date of birth shall be printed in the format DD Mon YYYY or DD MON YYYY.

4.26 The date of birth zone of the card shall consist of a space:

- (a) 35 mm from the left edge of the card (with a tolerance of  $\pm 1$ mm);
- (b) 24 mm from the right edge of the card (with a tolerance of  $\pm 1$ mm);
- (c) 32.5 mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm);
- (d) 21.5 mm from the top edge of the card (with a tolerance of  $\pm 1$ mm).

4.27 The date of birth zone shall consist of up to three lines of text including:

- (a) a line of text indicating that it consists of a date of birth printed in IBM+PLEX+SANS (or closely equivalent font)Light 6pt;
- (b) a line of text containing the date of birth of the Card Holder printed in IBM+PLEX+SANS (or closely equivalent font)Medium 9pt;
- (c) for cards issued to persons aged under 18, a line of text indicating the date upon which the card holder will turn 18 printed in IBM+PLEX+SANS (or closely equivalent font)Light 9pt.

4.28 The line of text required for 4.27 (a):

- (a) shall start with the text 'DoB' or the text 'Date of Birth';
- (b) for cards issued to residents of Wales, shall be followed with the text '/Dyddiad Geni';
- (c) for cards issued to particular sectors of the community, may be followed with text indicating 'date of birth' or the initials for 'date of birth' in a language familiar to that sector of the community.

#### *Expiry Date of the Card*

- 4.29 The expiry date of the Card shall be printed on the Front of the Card in the expiry date zone.
- 4.30 The accredited provider shall determine the expiry period, which shall not exceed 10 years. The expiry date shall be printed in the format DD Mon YYYY or DD MON YYYY.
- 4.31 The Expiry date zone of the card shall be specifically worded 'Expires on' and consist of a space:
  - (a) 35 mm from the left edge of the card (with a tolerance of  $\pm 1$ mm);
  - (b) 24mm from the right edge of the card (with a tolerance of  $\pm 1$ mm);
  - (c) 23.5mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm);
  - (d) 30.5 mm from the top edge of the card (with a tolerance of  $\pm 1$ mm).
- 4.32 The expiry date zone shall consist of two lines of text including:
  - (a) a line of text indicating that it consists of an expiry date printed in IBM+PLEX+SANS (or closely equivalent font) Light 6pt; and
  - (b) a line of text containing the expiry date of the Card printed in IBM+PLEX+SANS (or closely equivalent font)Medium 9pt;
- 4.33 The line of text required for 4.32 (a)
  - (a) shall start with the text 'Expires On'
  - (b) for cards issued to residents of Wales, shall be followed with the text '/Dyddiad Dod i ben;
  - (c) for cards issued to particular sectors of the community, may be followed with text indicating 'expiry date' in a language familiar to that sector of the community.

### *Card Number*

- 4.34 The Accredited Provider shall allocate a unique number consisting of 16 - 18 digits that shall be printed on the Front of the Card in the card number zone.
- 4.35 The card number should be indicated in blocks of 4 digits (other than the 17<sup>th</sup> or 18<sup>th</sup> digit, if used) to aid reading and may include for check digits in accordance with an algorithm determined by the Accredited Provider. The first four digits of the card number shall be allocated by PASSCO to indicate the identity of the Accredited Provider.

*Card numbers may be used for dual purposes but must be unique numbers within the PASS Scheme as a whole. Therefore if an Accredited Provider wishes to utilise the bank identifier numbers (BIN) issued by pre-payment card providers or the ITSO smart ticketing number as examples, they will need to verify that the first four digits of the BIN/ITSO number used on the card are not used by another Accredited Provider.*

- 4.36 The card number zone of the card shall consist of a space:
- (a) 35 mm from the left edge of the card (with a tolerance of  $\pm 1$ mm);
  - (b) 2 mm from the right edge of the card (with a tolerance of  $\pm 1$ mm);
  - (c) 14.5 mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm);
  - (d) 39.5 mm from the top edge of the card (with a tolerance of  $\pm 1$ mm).
- 4.37 The card number shall be printed in IBM+PLEX+SANS (or closely equivalent font) Medium 9pt.

### *Age Identifier*

- 4.38 A simple age identifier of the Card Holder shall be printed on the Front of the Card in the age identifier zone.
- 4.39 The simple age identifier may indicate that the Card Holder:
- (a) Is not younger than a certain age (i.e. 12+, 18+, 21+ or 25+, etc.);
  - (b) Is between a group of ages (i.e. 16 – 17) provided the expiry date is coterminous with the date upon which that statement ceases to be true; or
  - (c) Is not older than a certain age (i.e. Under 16) provided the expiry date is coterminous with the date upon which that statement ceases to be true.

- 4.40 The age identifier zone of the card shall consist of a space:
- (a) 65 mm from the left edge of the card (with a tolerance of  $\pm 1$ mm);
  - (b) 2 mm from the right edge of the card (with a tolerance of  $\pm 1$ mm);
  - (c) 10 mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm).
- 4.41 The Age Identifier required for paragraph 4.3.9 (a) shall be printed in IBM+PLEX+SANS (or closely equivalent font) Bold 25pt and shall be positioned 3 mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm) within the age identifier zone.
- 4.42 The Age Identifier required for paragraph 4.3.9 (b) or (c) shall be printed in IBM+PLEX+SANS (or closely equivalent font) Bold in a font size and positioned to fit within the age identifier zone.

#### *Guilloche*

- 4.43 Cards issued for holders aged 18 or over shall include a blue guilloche background printed design.
- 4.44 Cards issued for holders aged under 18 may include for a guilloche background printed design but it shall not be printed in blue.
- 4.45 In this Standard, 'blue' means the pantone ® colour 2925c.

*For ease of reference, pantone ® colour 2925c may also be referred to as:*

<i>RGB</i>	<i>0 156 222</i>
<i>HEX/HTML</i>	<i>009CDE</i>
<i>CMYK</i>	<i>75 18 0 0</i>

- 4.46 The background colour is a gradient of blue: 30% to white (right to left). The guilloche is a gradient of blue 100% to 30% (right to left). The rosette within the guilloche is a gradient of blue 90% to 45% (right to left).

#### *PASS Ultra Violet Feature*

- 4.47 Cards issued for holders aged 18 or over shall include a blue PASS ultra violet feature printed across the face of the card.

- 4.48 Cards issued for holders aged under 18 may include for a PASS ultra violet feature printed across the face of the card.
- 4.49 The PASS ultra violet feature shall consist of the PASS Trade Mark positioned such that it covers the whole width of the card and is positioned centrally on the height of the card (with a tolerance of  $\pm 1$ mm).
- 4.50 The PASS ultra violet feature shall be UV reflective in wave lengths between 315 nm and 400 nm such that the image appears sharp, in focus and contrast to the background under ultra violet light. The image shall be clearly distinguishable from the diffuse blue reflectance factor of the paper that the card is printed on.

*For more information on UV brightness and diffuse blue reflectance factors, see ISO 2470-1:2016 Paper, board and pulps — Measurement of diffuse blue reflectance factor — Part 1: Indoor daylight conditions (ISO brightness).*

*A card printed with a 'UV bright' image is likely to be rejected by electronic identity validation technology (e-IDVT).*

#### *Card Issuers Zone*

- 4.51 The card issuers zone may be used for the branding or promotional messages of Accredited Providers.
- 4.52 The content of the card issuers zone shall not mislead or confuse as to the nature or identity of the issuer of the card.
- 4.53 The card issuers zone of the card shall consist of a space:
- (a) 48 mm from the right edge of the card (with a tolerance of  $\pm 1$ mm); and
  - (b) 14 mm from the top edge of the card (with a tolerance of  $\pm 1$ mm).

## 5. Specification for Card Design – Young Scot

### *Layout of the Front of the Card*

- 5.1 Cards provided by Young Scot for residents in Scotland shall issue Proof of Age Cards conforming to the design requirements in this section.
- 5.2 A PASS Proof of Age Card for Card Holders conforming to this section shall appear as the following example on the Front of the Card.



*The image above is to exact scale when printed on A4 paper with zero margins. The requirements for size parameters are in Section 6 of this PASS Standard.*

- 5.3 Young Scot may display any information on the Rear of the Card, provided:
- (c) it includes a method of contacting Young Scot or the issuing local authority;
  - (d) it does not mislead or confuse as to the nature of the card.

*For the purposes of this Standard, the Rear of the Card is taken as being the side of the card that does not contain the PASS Hologram, even though for dual use cards (such as pre-pay debit cards) users may consider the side containing a chip and Visa or Mastercard logo as the 'Front of the Card'. There are no restrictions on what may*

*appear on the Rear of the Card, although other organisations (such as Visa and Mastercard) have their own restrictions.*

*A method of contacting the Accredited Provider can be any method such as via website, email, telephone, post or any other suitable method for citizens to make contact with the Accredited Provider.*

### *Positioning of Key Features*

- 5.4 *The requirements for positioning of key features on the front of the card enable electronic identity validation technology (e-IDVT) to undertake security checks on the validity of the PASS Proof of Age Card and are, therefore, critical to the interoperability of the Card with other systems.*

#### *PASS Hologram*

- 5.5 The PASS Hologram shall be cut to:
- (a) 20 mm width (with a tolerance of  $\pm 1$ mm);
  - (b) 15 mm height (with a tolerance of  $\pm 1$ mm);
  - (c) have square edges (i.e. that the left and right sides of the hologram are at right angles ( $\pm 1^\circ$ ) to the top and bottom of the hologram);
  - (d) have square or cornered edges with ingress to the hologram not exceeding 2mm.
- 5.6 The PASS Hologram shall appear on the Front of the Card in a position that is:
- (a) 2mm from the right edge of the card (with a tolerance of  $\pm 1$ mm);
  - (b) 63.5 mm from the left edge of the card (with a tolerance of  $\pm 1$ mm);
  - (c) 19.5mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm);
  - (d) 19.5mm from the top edge of the card (with a tolerance of  $\pm 1$ mm).
- 5.7 The PASS Hologram shall be affixed to the Front of the Card in an orientation that is parallel ( $\pm 1^\circ$ ) to the bottom edge of the card.

*Requirements relating to the application of the PASS Hologram are in Section 7 of this PASS Standard.*

*Photograph of the Card Holder*

- 5.8 A photograph of the Card Holder shall be:
- (e) not more than 26 mm width and not less than 24 mm width (with a tolerance of  $\pm 1$ mm);
  - (f) not more than 30 mm height and not less than 28 mm height (with a tolerance of  $\pm 1$ mm);
  - (g) have square edges (i.e. that the left and right sides of the photograph are at right angles ( $\pm 1^\circ$ ) to the top and bottom of the photograph);
  - (h) have square or cornered edges with ingress to the photograph not exceeding 2mm or have a blended fade background to the blue saltire background such that the background of the photograph fades to the outer edges.
- 5.9 The photograph of the Card Holder shall be printed in the pixel aspect ratio as captured in accordance with PASS 1, 8.1 – 8.10 (Photograph Standards).
- 5.10 The photograph of the Card Holder shall be printed in colour.
- 5.11 The photograph of the Card Holder shall be printed so that it is free from print blemishes and of reasonable clarity and quality so that the Card Holder is identifiable to a reasonable person.
- 5.12 The photograph of the Card Holder shall appear on the Front of the Card in a position that is:
- (c) 2mm from the left edge of the card (with a tolerance of  $\pm 1$ mm); and
  - (d) 15mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm).
- 5.13 The photograph of the Card Holder shall be printed in an orientation that is parallel ( $\pm 1^\circ$ ) to the bottom edge of the card.

*Name of the Card Holder*

- 5.14 The Name of the Card Holder shall be printed on the Front of the Card in the name zone.
- 5.15 The name of the Card Holder shall be established and printed in accordance with PASS 1, 9.1 – 9.7 (Name Standards). The name shall be printed in the order 'secondary identifier' 'primary identifier' with no initials or punctuation.

- 5.16 The name zone of the card shall consist of a space:
- (e) 28 mm from the left edge of the card (with a tolerance of  $\pm 1$ mm);
  - (f) 2 mm from the right edge of the card (with a tolerance of  $\pm 1$ mm);
  - (g) 34 mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm);
  - (h) 17 mm from the top edge of the card (with a tolerance of  $\pm 1$ mm).
- 5.17 The name zone shall consist of up to two lines of text containing the name of the Card Holder printed in clear and legible letters.

*Date of Birth of the Card Holder*

- 5.18 The date of birth of the Card Holder shall be printed on the Front of the Card in the date of birth zone.
- 5.19 The date of birth of the Card Holder shall be established and printed in accordance with PASS 1 (Identity and Age Verification). The date of birth shall be printed in the format DD Mon YYYY or DD MON YYYY.
- 5.20 The date of birth shall be printed on a pink background so as to highlight it as a feature.
- 5.21 The date of birth zone of the card shall consist of a space:
- (a) 28 mm from the left edge of the card (with a tolerance of  $\pm 1$ mm);
  - (b) 22 mm from the right edge of the card (with a tolerance of  $\pm 1$ mm);
  - (c) 25 mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm);
  - (d) 25 mm from the top edge of the card (with a tolerance of  $\pm 1$ mm).
- 5.22 The date of birth zone shall consist of a single line of text containing the date of birth of the Card Holder printed in clear and legible numbers and letters.

*'Valid to' Date of the Card*

- 5.23 The 'valid to' date of the Card shall be printed on the Front of the Card in the expiry date zone.
- 5.24 The 'valid to' date zone of the card shall consist of a space:
- (a) 34 mm from the left edge of the card (with a tolerance of  $\pm 1$ mm);

- (b) 22 mm from the right edge of the card (with a tolerance of  $\pm 1$ mm);
- (c) 22 mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm);
- (d) 22 mm from the top edge of the card (with a tolerance of  $\pm 1$ mm).

- 5.25 The 'valid to' date zone shall consist of a single line of text containing the 'valid to' date of the Card printed in clear and legible numbers and letters.

#### *Card Number*

- 5.26 Young Scot shall allocate a unique number consisting of at least 16 digits that shall be printed on the Front of the Card.
- 5.27 The card number should be indicated in blocks of 4 digits to aid reading and may include for check digits in accordance with an algorithm determined by the Accredited Provider. The first four digits of the card number shall be allocated by PASSCO to indicate the identity of the Accredited Provider.

*Card numbers may be used for dual purposes but must be unique numbers within the PASS Scheme as a whole. Therefore if an Accredited Provider wishes to utilise the bank identifier numbers (BIN) issued by pre-payment card providers or the ITSO smart ticketing number as examples, they will need to verify that the first four digits of the BIN/ITSO number used on the card are not used by another Accredited Provider.*

- 5.28 The card number shall be printed in clear legible numbers.

#### *Saltire*

- 5.29 Young Scot Cards may include an image of the Saltire flag as a background printed design.

#### *Card Issuers Zone*

- 5.30 The card issuers zone may be used to identify the issuing authority of the Young Scot card.
- 5.31 The card issuers zone of the card shall consist of a space the full width of the card and 17 mm from the top edge of the card (with a tolerance of  $\pm 1$ mm) and consist of the space the full width of the card and 17 mm from the bottom edge of the card (with a tolerance of  $\pm 1$ mm).

## 6. Requirements for the Size and Construction of PASS Proof of Age Cards

### *Size of Cards*

- 6.1 PASS Proof of Age Cards shall be sized and constructed in accordance with the requirements of ISO/IEC 7810 Identification cards – Physical characteristics.
- 6.2 The PASS Proof of Age Cards shall be of ID-1 format nominally 85.6 mm wide by 53.98 mm high and 0.76 mm thick subject to the permitted tolerances set out in ISO/IEC 7810, 5.2.

### *Card Characteristics*

- 6.3 PASS Proof of Age Cards shall have bending stiffness such that deformations in normal use (bends not creases) can be removed without impairing the function of the card and, in particular, without damaging the integrity of the PASS Hologram.
- 6.4 PASS Proof of Age Cards shall conform to toxicity and resistance to chemicals legal requirements and shall remain stable (resistant to heat and warpage) at temperatures between - 35°C to + 50°C and relative humidity between 5% and 95%.
- 6.5 PASS Proof of Age Cards shall be bonded such that they have minimum peel strength as set out in ISO/IEC 7810, 8.7.
- 6.6 When PASS Proof of Age Cards are stacked together, they shall be easily separated by hand and shall show no adverse effects such as:
  - (a) delamination;
  - (b) discolouration or colour transfer;
  - (c) changes to surface finish (smooth to touch);
  - (d) transfer or material from one card to another;
  - (e) deformation;
  - (f) print blemishes to the photograph;

(g) printer ink fade in the photograph, name, date of birth and age identifier zones on the Face of the Card.

6.7 PASS Proof of Age Cards shall be opaque as set out in ISO/IEC 7810, 8.9.

### *Interoperable or Smart Cards*

6.8 A PASS Card may include for a technical interoperability device such as:

- (a) radio frequency identification (RFID);
- (b) near field communication (NFC);
- (c) an integrated circuit board;
- (d) magnetic stripes;
- (e) microchips; or
- (f) such other interoperability communications systems recognised by International Standards.

6.9 If an Accredited Provider does issue PASS Cards that include for a technical interoperability device, the data available through that device shall:

- (a) accurately provide the correct date of birth associated with the card holder;
- (b) accurately provide the correct name associated with the card holder;
- (c) accurately provide the correct card number associated with the card;
- (d) accurately provide the expiry date of the card;
- (e) accurately provide the identity of the Accredited Provider.

6.10 If an Accredited Provider does issue PASS Cards that include for a technical interoperability device that allows for the sharing of face image data, the data available through that device shall be formatted and shared in accordance with ISO/IEC 19794-5 – Information technology – Biometric data interchange formats – Part 5: Face image data.

## 7. Requirements for the Application of PASS Holograms

### *Handling of PASS Holograms*

- 7.1 Accredited Providers or their sub-contractors shall handle and apply PASS Holograms in accordance with this section.
- 7.2 PASS Holograms shall be treated as a controlled asset. This means that, from the receipt of the PASS Holograms for or on behalf of the Accredited Provider through to the issuance of PASS Cards bearing the PASS Hologram or disposal as waste, the PASS Holograms shall be actively tracked and monitored.
- 7.3 PASS Holograms issued by PASSCO consist of:
  - (a) a batch number;
  - (b) a reel number;
  - (c) a quantity on that reel;
  - (d) a security seal number.
- 7.4 Accredited Providers or their sub-contractors shall notify PASSCO if, on receipt of PASS Holograms, any of the information in 7.3 is different to that notified to the Accredited Provider on the dispatch of the PASS Holograms by PASSCO.
- 7.5 Accredited Providers that change their sub-contractors shall notify PASSCO and account for the transfer of any unused PASS Holograms.
- 7.6 Accredited Providers shall account for PASS Holograms including:
  - (a) being able to identify the number of PASS Holograms that have been affixed to PASS Cards and dispatched to card applicants or applicants for replacement cards;
  - (b) being able to identify the number of PASS Holograms that have been affixed to PASS Cards, but that have not yet been issued to card applicants (blank cards);

- (c) being able to identify the number of PASS Holograms that have been affixed to PASS Cards, but that have been rejected as not meeting the quality requirements set out in section 6 of this Standard;
  - (d) being able to identify the number of PASS Holograms that have failed to properly affix to PASS Cards during the production process;
  - (e) being able to identify the number of PASS Holograms that are held in storage;
  - (f) being able to identify the number of PASS Holograms that are held elsewhere in the production or delivery process.
- 7.7 The records held by Accredited Providers under 7.6 shall tally with the records of PASSCO of the number of PASS Holograms issued to the Accredited Provider within a margin of error of 0.5%.
- 7.8 The destruction of faulty or discarded PASS Holograms shall be such as to render them useless.

### *Affixing PASS Holograms*

- 7.9 PASS Holograms shall be affixed to PASS Cards by means of an automatic hologram application machine.
- 7.10 PASS Holograms shall not be affixed to PASS Cards by hand.
- 7.11 For standard PASS Hologram application methods, the automatic hologram application machine shall be able to operate such that it can handle:
- (a) hologram reels with a 35mm cardboard core;
  - (b) hologram reels with a length of 300 metres of hologram tape;
  - (c) a stamping temperature between 130°C and 150°C;
  - (d) the cutting of PASS Holograms to the tolerances described in 4.8 and 5.5;
  - (e) the application of PASS Holograms to the tolerances described in 4.9 – 4.10 and 5.6 – 5.7.
- 7.12 An accredited provider may, by arrangement with PASSCO and subject to the payment of any additional costs associated with production of PASS Holograms for use on alternate automatic hologram application machines, use a suitable alternate that achieves the same quality of application as a standard method.

## About PASS

The PASS Scheme is operated by a Community Interest Company providing accreditation to suppliers of Proof of Age Cards in the United Kingdom. The Accredited Providers are assessed against strict standards by qualified auditors to ensure that they operate to the highest standards. Sellers of age restricted products can be confident in accepting Cards or Digital Proof of Age with a PASS hologram or dynamic graphic, safe in the knowledge that the Scheme is supported by the police, Trading Standards and a wide range of trade bodies.

### Assurance

Every card or digital proof of age that carries a PASS hologram or dynamic graphic will have been issued by a provider who has been through a stringent application and accreditation process.

### Confidence

Production of a PASS hologrammed card or digital proof of age at the point of sale affords retailers and their staff the confidence of knowing that it is a trusted and secure form of identification.

### Reliability

The unique PASS hologram is a registered Trademark, making it a criminal offence to manufacture cards or digital proof of age service that have a mark similar to the PASS one.

### Support

Possession of a PASS accredited card or digital proof of age demonstrates that the holder's age and personal details have been verified by an Accredited Provider and that they are who they say they are!

PASS

PASSCO C.I.C.

[www.pass-scheme.org.uk](http://www.pass-scheme.org.uk)