Tel. 0471-2738300 Consumer Helpline Number 1916 [24X7] [Toll Free]

1916cckwa@gmail.com

Website: www.kwa.kerala.gov.in Mobile/ Whatsapp: +919495998258

AN ATER AUTHORITY

കേരള വാട്ടർ അതോറിറ്റി

ജലഭവൻ, വാട്ടർ അതോറിറ്റി ക്യാംപസ് വെള്ളയമ്പലം

തീയതി: 18-12-2023

നമ്പർ. KWA-JB/1/2023-E1

<u>സർക്കൂലർ</u>

വിഷയം: കേരള വാട്ടർ അതോറിറ്റി - ഭരണ നിർവ്വഹണം - ഇ ഓഫീസ് സംവിധാനം നടപ്പാക്കുന്ന ഓഫീസുകളിൽ ഡോക്യൂമെന്റുകൾക്ക് Digital Signature Certificate ഉപയോഗിച്ച് ഒപ്പുവയ്ക്കുന്നതിന് ആവശ്യമായ നിർദ്ദേശം പുറപ്പെടുവിക്കുന്നു.

കേരള വാട്ടർ അതോറിറ്റിയിലെ ഫയൽ പ്രോസസ്സിംഗ് e-office സംവിധാനത്തിലേക്ക് മാറ്റാനുള്ള നടപടികൾ പുരോഗമിച്ചു വരികയാണ്. അതോറിറ്റിയുടെ ഹെഡ് ഓഫീസ്, റീജിയണൽ ചീഫ് എൻജിനീയർ ഓഫീസുകൾ, സർക്കിൾ ഓഫീസുകൾ എന്നിവിടങ്ങളിൽ ഇതിനോടകം ഇ-ഓഫീസ് നടപ്പാക്കിയിട്ടുണ്ട്.

ഡിവിഷൻ സബ് ഡിവിഷൻ സെക്ഷൻ തലങ്ങളിൽ ഈ സാമ്പത്തിക വർഷത്തോടെ ഇ-ഓഫീസ് സംവിധാനം നടപ്പാക്കാനാണ് ഉദ്ദേശിക്കുന്നത്.

ഇ-ഓഫീസിൽ തയ്യാറാക്കുന്ന ഡോക്യൂമെന്റുകൾ അംഗീകാരം നൽകിയശേഷം Digital Signature Certificate ഉപയോഗിച്ച് Sign ചെയ്ത ശേഷം മാത്രമേ Dispatch ചെയ്യാൻ സാധിക്കൂ. അതിനാൽ ഡോക്യൂമെന്റുകൾക്ക് അംഗീകാരം നൽകേണ്ട എല്ലാ ഓഫീസർമാർക്കും Digital Signature Certificate ഉണ്ടായിരിക്കണം.

Digital Signature Certificate ഉപയോഗിക്കുന്നതിനായി ഇതോടൊപ്പം ഉൾപ്പെടുത്തിയിട്ടുള്ള ഡോക്യൂമെന്റിൽ പറയും വിധം SSL Certificate, Browsers (Mozila Fire Fox or Google Chrome) ന്റെ settings -ൽ Import ചെയ്യേണ്ടതും, Digital Signer Service ആപ്ലിക്കേഷൻ ഫയൽ പ്രോസസ്സ് ചെയ്യുന്ന കമ്പ്യൂട്ടറിൽ ഇൻസ്റ്റാൾ ചെയ്യേണ്ടതുമാണ്.

Digital Signer Service ആപ്ലിക്കേഷൻ അതോറിറ്റിയുടെ ഔദ്യോഗിക വെബ്സൈറ്റിൽ Organization----->Administration----->e-office implementation----->HELP & ESSENTIALS----> Digital Signer Service Installer

/ Document എന്ന ഭാഗത്ത് ലഭ്യമാണ്.

ഫയലുകൾക്ക് അംഗീകാരം നൽകാനായി ഉപയോഗിക്കുന്ന കമ്പ്യൂട്ടർ / ലാപ്ടോപ്പിൽ മേല്പറഞ്ഞ Settings , Digital Signer Service ആപ്ലിക്കേഷൻ ഇൻസ്റ്റാൾ ചെയ്തിരിക്കേണ്ടതാണ്.

ഇ-ഓഫീസിൽ അംഗീകാരം നൽകുന്ന ഡോക്യൂമെന്റുകൾ നിർബന്ധമായും Digital Signature Certificate ഉപയോഗിച്ച് Sign ചെയ്യേണ്ടതാണ്.

> Signed by Bhandari Swagat Ranveerchand las ມີຜູ້ສະງາຊິສາ2-2023.16:17,558

ഉള്ളടക്കം: 1. SSL Certificate, Mozila Fire Fox or Google Chrome എന്നിവയിലേക്ക് Import ചെയ്യുന്ന വിധം വിവരിക്കുന്ന യുസർ ഗൈഡ്

> 2. Digital Signer Service ആപ്ലിക്കേഷൻ Windows , Ubuntu എന്നിവയിലേക്ക് Install ചെയ്യുന്ന വിധം വിവരിക്കുന്ന യുസർ ഗൈഡ്

പകർപ്പ് :1. എല്ലാ ഓഫീസ് മേധാവികൾക്കും

2. ഔദ്യോഗിക വെബ്സൈറ്റിൽ പ്രസിദ്ധീകരിക്കുന്നതിനായി



Annexure I

Add/Import SSL Certificate to the Browsers

Digital Signer Service runs on https port by using a self-signed certificate, browser may not import certificate automatically to their trusted root certificate store, for this client needs to import the certificates explicitly.

• Download & unzip the Installer file (For windows/ For MAC/ For Ubuntu), go to the "**Pre-Requisites**" folder and locate the **DSC Self sign** → eOfficeCA2022.der/eOfficeCA2022.cer (SSL Certificates).

Note:

1. If certificate revocation check is not performed, the application will not be able to perform any of the operations (Registration, Authentication, and Signing).

To add/ Import the certificate the steps for browsers are mentioned below:

For Windows

For Mozilla Firefox

To add a self-signed certificate for https in Mozilla Firefox, perform the below actions to import SSL certificate:

Open Mozilla Firefox browser and Click () icon on Top right Corner and then Click on Options (Options) link as shown in Fig.A.1.1:

$\leftarrow \rightarrow$ C* \bigtriangleup	Q. Search with Google or enter address	II\ 🖸 O 🔍 関
		Sign in to Firefox
		Le Protections Dashboard
	G Search the Web →	New Window Ctrl+M New Private Window Ctrl+Shift+I Restore Previous Session
		Zoom - (100%) + 2
	Top Sites 🛩	Edit 🔏 🗞 🖻
		Ubrary Cogins and Passwords Add-ons Ctrl+Shift+J
	L D 🛆 💆 🙋 🚱 🖳 🕅 🔴	Options
	localhost demo.eoffice drive.google youtube emudhra cca vidyakosh bhaskar	Customize
		Open File Ctrl+C
	🔅 Highlights 👻	Save Page As Ctrl+S
		Q Find in This Page Ctrl+i More)
		Web Developer
	spring howtodoinjava stackoverflow baeldung	The Providence of the Provi
	Getting Started · Validating Spring Bean Validation Exa Spring MVC - RequestMap Spring @RequestMapping	C Exit Ctrl+Shift+C

FigA.1.1





• Following window will appear:

🗘 Options 🛛 🗙	+		- 8 ×
< → ୯ ŵ	O Firefox about preferences	合	II\ ⊡ O ⊕ ⊛ ≣
	> Find in Options		
🔅 General	General		
Home	Startup		
Q Search	Restore previous session		
Privacy & Security	Always check if Firefox is your default browser		
8 Sync	S Firefox is not your default browser Make Default		
	Tabs		
	 Open links in tabs instead of new windows 		
	When you open a link in a new tab, switch to it immediately		
	Show tab previews in the Windows taskbar		
	Language and Appearance		
	Fonts and Colors		
 Extensions & Themes 	Default font Default (Times New Roman) + Size 16 + Advanced		
⑦ Firefox Support	Çolors		

Fig.A.1.2

• Click on **Privacy & Security** (Privacy & Security) link, scroll down and Click **View Certificates** (View <u>Certificates</u>) button as shown in **Fig.A.1.3**

✿ Options × -	+			-	ø	×
← → ♂ ☆	€ Firefox about:preferences≢privacy	☆	liil\	0 0	۲	Ξ
🔅 General	✓ Find in Options ✓ Allow Firefox to make personalized extension recommendations Learn more					^
Home Q Search	Allow Firefox to install and run studies View Firefox studies Allow Firefox to send backlogged crash reports on your behalf Learn more					
Privacy & Security	Security Deceptive Content and Dangerous Software Protection Image: Software Protection Im					
	Certificates When a server requests your personal certificate Select one automatically					
 Extensions & Themes Firefox Support 	Ask you every time Query OCSP responder servers to confirm the current validity of certificates Security <u>D</u> evices					~

Fig.A.1.3



• A Certificate Manager window will appear as shown in Fig.A.1.4:

Options ×	+			- 0 ×
(←) → ℃ @	Sirefox about:preferences#p	rivacy	습	IN © O ⊕ © ⊒^
** ~ _ 1		P Find in Options		^
😽 General	Allow Firefox to mak	e personalized extension recommendations Learn more		
Home	Allow Firefox to install an	d nun studies. View Firefox studies. Certificate Manager ×		
Privacy & Security	Contraitie	Your Certificates Authentication Decisions People Servers Authorities		
8 Sync	Deceptive Content and	You have certificates from these organizations that identify you Certificate Name Security Device Serial Number Expires On		
	Block dangerous and	✓ India PKI		
	Image: Block dangerous Image: Warn you about to	SafeScrypt CA 2014 WD PROXKey 27.82 Tuesday, March 5, CCA India 2014 WD PROXKey 27.AD Tuesday, March 5, ✓ Silfy Technologies Li		
	Certificates	Test C2OrgG WD PROXKey 22E3F7A3:01:05-A42C Friday, December SafeScrypt sub-C WD PROXXey 19E3:81:24:01 Tuesday, March 5		
	When a server requests yc	View Backup Backup All Import Delete		
Extensions & Themes	<u>Ask you every time</u> <u>Query OCSP responder s</u> certificates	ervers to contirm the current validity of View Certificates		
Firefox Support				

Fig.A.1.4

• Click on **Authorities** (tab and then Click **Import** (button as shown in **FigA.1.5**:



FigA.1.5



• Select the **Certificate** and Click **Open** (______) button as shown in **FigA.1.6**:

= 🚽 👻 🕇 🖬 > This P												·
	PC > Desktop	~	U	,P Search Desktop	6				III\	0 0	0	
Organize • New folder)曰 •		0						
E Desktop 🥒 ^	Name	Date modifi	ied	Туре	Size		in Options					
Downloads #	bike insurance	07-Oct-20 1	0.59 AM	File folder								
🖹 Documents 🖈	Class 2 test certificate Signing & Encrypti	01-Aug-19 9	9:39 AM	File folder			and more					
Networks 🖉	B DSC 2.0	07-Oct-20 1	1:38 AM	File folder			L'ann more					
Chrome	emsigner-v2.6	20-May-19	3:37 PM	File folder								
DSC 6	Esign	13-Mar-197	2:05 PM	File folder			Manager	×				
DSC 7	eSign 3.2	22-Feb-20 1	1:12 PM	File folder								
firefox	ITV 3	13-Jan-20 3	:59 PM	File folder								
• Out Data	WD Proxkey	24-Jul-20 1:	52 PM	File folder		77	ns People Servers Authorities					
OneDrive	eOfficeCA.cer	01-Sep-20.1	11:44 A.,	Security Certificate		1 KB		-				
Itis PC							rtificate authorities					
CD Drive (F:) WD I							Security Device					
File name:	eOfficeCA.cer		× .	Certificate Files (*.p7	b;*.crt*.cer	~						
				Open	Cancel		Builtin Object Token					
	1.4	_				-	Builtin Object Token					
	Warn you about i	✓ A(C Camer	rfirma SA CIF A8274	3287							
			Camer	firma Chambers of C	ommerce	Root	Builtin Object Token					
	Contificator		Camer	firma Global Chamb	ersign Roo	ot	Builtin Object Token					
	When a server requests w											
	ternaria surrai requests y	⊥ ¥	(iew	Edit Trust	Import	-	Esport Delete or Distrust					
	Select one automatic	1										
	Ask you every time						OK					
	Query OCSP respond	er sonvers t	in conti	m the current va	interest	_	Marin CashiDeakos	10				
				in one content to	indity of		view certificates					
* Extensions & The	mes						Security Devices					
③ Firefox Support												

FigA.1.6

• Check both Checkboxes and click on **Ok** (button as shown in **FigA.1.7**:

Deptions X	+	~	
General	Printix aboutpreterences/privacy P Find in Options	м	
Home	Allow Firefox to install and run studies View Firefox studies Allow Firefox to send t Certificate Manager X		
 Privacy & Security Sync 	Downloading Certificate Vo love been aided to trust a new Certificate Authority (CA). Vo love been aided to trust a new Certificate Authority (CA). Vo love you want to trust "GofficeCA" for the following purposes? Deceptive Content and Defect damagerous and to Block damagerous and to Block damagerous and to Use Block damagerous and to Use Block damagerous and to Use Examine CA certificate OK Cancel		
	Certificates Calimitation discont channel sign now output channel Certificates When a server requests yo ViewEdit TrustImportExportDelete or Distrust Certificates Select one automatica OK OK Query OCSP responder servers to contirm the current vanish yot View Certificates		
 Extensions & Themes Firefox Support 	Security Devices		

FigA.1.7

• This will import eOffice CA certificate to the Authorities store.



For Chrome

To add a self-signed certificate for https in chrome browser, perform the below actions to import SSL certificate:

• Open Google Chrome and click (¹⁾) icon on top right corner icon and then click on **Settings** (^{Settings}) link as shown in **FigA.1.8**:



FigA.1.8

• Following window will appear as shown in **FigA.1.9**:

🗢 Settings 🗙 🔸		- a ×
← → C		☆ 0 ⊕ ≅ ♀ ★ ⊖ :
Settings	Q, Search settings	
Vou and Google Aurofil Safety check Privacy and security Appearance G. Search engine Default browser U On startup Advanced	Privacy and security Clear history, cookies, and more Clear history, c	
	Third-party cookies are blocked in incognito mode Security Safe Browsing (protection from dangerous sites) and other security settings Site Settings Controls what information sites can use and show (location, camera, pop-ups, and more) Appearance Themes C Open Chrome Web Store C	

FigA.1.9



• In Left menu, click **Privacy and Security** (Privacy and security) link. Scroll down and click on **Manage certificates**

Manage certificates

(Manage HTTPS/SSL certificates and settings) link as shown in **FigA.1.10**

	urity	- • × • • • • • • • • • • • • • • • • •
Settings	Q. Search settings	
 You and Google Autofili Safety check Privacy and security Appearance Search engine Default browser On startup Advanced Languages Downloads Printing 	Wonges to keep outcover here of relates and protect every out of the relate. Winn spoul of passwords are exposed in a data breach. Chrome periodically checks your passwords and usernmane are encrypted, so they can't be read by anyone, including Google. When you sign in to your Google Account, this feature is turned on. No protection (not recommended) Ones not protect you against dangerous websites, downloads, and extensions. You'll still get Safe Browsing protection, where available, in other Google services, like Gmail and Search. Advanced Use secure DNS Determines how to connect to websites over a secure connection Image: NMM duator With Quator Enter custom provider	
† Accessibility ✤ System	Manage certificates Manage HTTPS/SSL certificates and settings	
Reset and clean up Extensions	Google Advanced Protection Program Safeguards the personal Google Accounts of anyone at risk of targeted attacks	
About Chrome *	FigA.1.10	

Following Certificates window will appear as shown in **FigA.1.11**:

ertificates	×			- a ×
Intended purpose: <all></all>	v			x 0 🛛 🔺 0 🖈 🖯 i
Personal Other People Intermediate Certification Authonities Trusted Root Issued To Issued By Expirat Friendly Name	t Certification	Search attiings		
Control Artic DP-May. - Reset Coltan 3 Toldhoot - Modrid S Lok. - Solar-22 - Reset Coltan 3 Toldhoot - Modrid S Lok. - Solar-22 - Reset Coltan 3 Toldhoot - Solar-22 - Reset - Reset Coltan 2 Toldhoot - Reset - Reset - Reset Coltan 2 Toldhoot - Reset - Reset - Reset Coltan 2 Toldhoot - Reset - Reset - Reset Coltan 2 Toldhoot - Reset - Reset - Reset Coltan 2 Toldhoot - Reset - Reset - Reset Coltan 2 Toldhoot - Reset - Reset - Reset Coltan 2 Toldhoot - Reset - Reset - Reset Coltan 2 Toldhoot - Reset - Reset - Reset		Warn you if passwords are exposed in a data breach Chrome periodically checks your passwords against litts that have been published online. When doing this your passwords and usernames are encrysted, so they can't be read by anyone, including Google. When you sign in to your Google Account, this feature is turned on.		
Import Export Remove Certificate intended purposes <all></all>	Advanced View	No protection (not recommended) Does not protect you against dangerous websites, downloads, and extensions. You'll still get Safe Browsing protection, where available, in other Google services, like Gmail and Search.		
Advanced	Close	ecure DNS rmines how to connect to websites over a secure connection	-	
 ⊕ Languages ▲ Downloads ➡ Printing 		With your current aervice provider Secure DNS may not be available all the time With Oustom Enter custom Enter custom provider		
Accessibility System	Ma Ma	nage certificates nage HTTPS/SSL certificates and settings	Ø	
Reset and clean up	Go Sa	gle Advanced Protection Program eguards the personal Google Accounts of anyone at risk of targeted attacks		
Extensions 🖸				

FigA.1.11

•



Click **Trusted Root Certification Authorities** (Trusted Root Certification Authorities) tab and click **Import**...) button as shown in **FigA.1.12**.

rmediate Certification Authorities Trusted Root Certification Authorities Trusted Pu sued To Issued By Expirati Friendly Name	ıb 🖣
sued To Issued By Expirati Friendly Name	100
	^
10.248.89.87 10.248.89.87 29-Feb <none></none>	
AAA Certificate AAA Certificate Se 01-Jan-29 Sectigo (AAA)	
Actalis Authentic Actalis Authenticat 22-Sep Actalis Authen	
AddTrust Extern AddTrust External 30-May Sectigo (AddT	
Baltimore Cyber Baltimore CyberTr 13-May DigiCert Balti	
CCA India 2007 CCA India 2007 04-Jul-15 <none></none>	
CCA India 2011 CCA India 2011 11-Mar CCA India 2011	
CCA India 2014 CCA India 2014 05-Mar CCA India 2014	
CCA India 2014 CCA India 2014 05-Mar <none></none>	
CCA India 2014 CCA India 2014 05-Mar CCA India 2014	~
Inort Remove Adv	ance
India 2014 CCA India 2014 05-Mar CCA India 2014 Iport Export Remove Adv ificate intended purposes Adv	-

FigA.1.12

• On window that appears, click **Next** (<u>Next</u>) button as shown in **FigA.1.13**:



FigA.1.13



• On following window, click **Browse** (Browse...) button as shown in **FigA.1.14**:

-	P Certificate Import Wizard	>
	File to Import Specify the file you want to import.	
	File name:	
	Note: More than one certificate can be stored in a single file in the following formats: Personal Information Exchange- PKCS #12 (.PFX,.P12) Cryptographic Message Syntax Standard- PKCS #7 Certificates (.P7B)	
	Microsoft Serialized Certificate Store (.SST)	
	Next Cance	1

From Dialog window, select the **Certificate** and Click **Open** (______) button as shown in **FigA.1.15**:

\rightarrow \checkmark \uparrow \square $>$ This	PC > Desktop		v U P	Search Desktop
anize 🔹 New folder				
Quick access Desktop Downloads Documents Pictures Chrome DSC 2.0 DSC 6 DSC 7 OneDrive This PC CD Drive (F:) WD PRC Network	Name bike insurance Class 2 test certificate Signing & Encrypti DSC 2.0 emsigner-v2.6 Esign SeSign 3.2 LTV WD Provkey GeofficeCA.cer	Date modified 07-Oct-20 10:59 AM 01-Aug-19 9:39 AM 07-Oct-20 11:38 AM 20-May-19 3:37 PM 13-Mar-19 2:05 PM 22-Feb-20 1:12 PM 13-Jan-20 3:59 PM 24-Jul-20 1:52 PM 01-Sep-20 11:44 A	Type File folder File folder File folder File folder File folder File folder File folder Security Certificate	Size 1 KB
File name	e: eOfficeCA.cer		~ X.50	9 Certificate (*.cer;*.crt)

FigA.1.15

•



-	to Import	
144	Specify the file you want to import.	
	File name:	
	C:\Users\DELL\Desktop\eOfficeCA.cer	Browse
	Note: More than one certificate can be stored in a single file in the follo	wing form
	Personal Information Exchange- PKCS #12 (.PFX,.P12)	
	Cryptographic Message Syntax Standard- PKCS #7 Certificates (.P7B))
	Microsoft Serialized Certificate Store (.SST)	
		-
	Next	
	FigA.1.16	

• Again click **Next** (<u>Next</u>) button as shown in **FigA.1.17**:

Certificate	Store				
Certifica	ate stores are syste	m areas where	certificates are	ke <mark>pt.</mark>	
Window for the	vs can automatically certificate. utomatically select	v select a certifi the certificate s	cate store, or yo store based on th	u can speci le type of ce	fy a location ertificate
P	lace all certificates	in the following	store		
C	Certificate store:				
1	Trusted Root Certif	ication Authorit	ies		Browse

FigA.1.17





Finish Cancel FigA.1.18

• A prompt window will appear, Click **Yes**) button as shown in **FigA.1.19**:



FigA.1.19





• Then Click **Ok** (button in prompt window as shown in **FigA.1.20**:

Intermediate Certification Authorities Trusted Root Certification Authorities Trusted Pub Issued To Intermediate Certification Authorities Trusted Pub Issued To Intermediate Certification Authorities Trusted Pub Issued To Intermediate Certificate Import Wizard Pe Intermediate Certificate Import Wizard Pe Pe Intermediate Colored Intermediate Colored Intermediate Certificate Import Wizard Pe Pe Intermediate Certificate Import Wizard Pe Pe Pe Intermediate Certificate Import Wizard Pe Pe Pe Intermediate Certificate Import Wizard Pe Pe Pe	ended purpose:	<all></all>	
Issued To Issued To Issued To Certificate Import Wizard AAA Certificate AAA Certificate AddTrust Extern Baltimore Cyber CCA India 2011 CCA India 2014 CCA India 2014	ntermediate Certific	ation Authorities Trusted Root Certification Authorities	Trusted Pub
CCA India 2014 CCA India 2014	Issued To 10.248.89.87 AAA Certificate Actalis Authent AddTrust Exter Baltimore Cybe CCA India 2007	Certificate Import Wizard × e 	
Import Demous Advance	CCA India 2014	CCA India 2014 05-Mar CCA India 2014	

FigA.1.20

• This will import eOffice CA certificate to Trusted Root Certification Authorities store as shown in **FigA.1.21**:

itended purpose:	<a< th=""><th>1II></th><th></th><th></th><th></th><th></th><th></th></a<>	1II>					
Intermediate Certifi	ication	Authorities	Trusted	Root Certifie	cation Authorities	Trusted Pub	•
Issued To PeNastee RCA 2 Entrust Root C Entrust Root C	2012) Cer Cer	Issued By eNastee RCA Entrust Root Entrust Root Entrust net C	2012 Certif Certif	Expirati 04-Dec 28-Nov 07-Dec 24-1ul-20	Friendly Name <none> Entrust Entrust.net Entrust (2048)</none>		^
eOfficeCA	1	eOfficeCA		11-Jan-26	<none></none>		-
GeoTrust Glob GeoTrust Prim Global Chamb GlobalSign	al ar er	GeoTrust Glo GeoTrust Pri Global Cham GlobalSign GlobalSign	bal CA mary bersi	21-May 17-Jul-36 31-Jul-38 18-Mar 15-Dec	GeoTrust Glob GeoTrust Global Chamb GlobalSign Ro Google Trust		~
Import	Export	R	emove			Advan	ced
Certificate intended <all></all>	l purpo	oses				View	
						View	

FigA.1.21



Installation Guidelines for Windows OS

For Bulk User:

Administrator(s) can install the Digital Signer Service in silent mode on multiple systems through windows server.

For Single User:

- Locate and select the **Digital Signer Service 7.0.0_x64.msi** file from the downloaded bundle as per the system configuration **(64 bit respectively)**.
- Double click required **msi** file to start the installation as shown in **Fig.2.3**:



Fig.2.3

• A welcome page appears, click **Next** (<u>Next</u> >) button to continue as shown in **Fig.2.4**:



Fig.2.4



 End-User License Agreement window appears, read the agreement. Click I Accept radio button and then click Next (<u>Next</u> >) button as shown in Fig.2.5:

igner Service 7.0.0 Setup		
License Agreement		
ead the following license agreement car	efully	C.
Terms & Co	onditions	^
lowing terms have meanings as ation" - Digital Signer Service (described below: (Any version)	~
ept the terms in the License Agreement not accept the terms in the License Agre ect Division - NIC	eement	
	< Back Next >	Cancel
iot accept the terms in the License Agreet Division - NIC	< Back Next >	Car

For custom installation, click Browse (Browse...) button, select the directory as shown in Fig.2.6 and click Next (Next >) button.

OR

• For default installation, click **Next** (<u>Next</u> >) button, as shown in **Fig.2.6**:

😓 Digital Signer Service 7.0.0 Setup	32 — 53	
Select Installation Folder		
This is the folder where Digital Signer Service 7,0,0. will be installed.		
To install in this folder, click "Next". To install to a different folder, e "Browse".	nter it be	low or click
Folder:		
C: program Files (Digital Signer Service \/,0,0.\		Browse
	01	R
Office Project Division - NIC	01	R

Fig.2.6





Install SSL Certificate (for first time installation at clients' machine) screen appears, select Yes radio button and then click Install (button as shown in Fig.2.7 (a):

	Do you want to install SSL certificate?	"Cancel" to exit th	e wizard.	
•	i es O No			
	NOTE: SSL certificate is mandat Signer Service will not work pro choose "Yes".	ory, without SSI perly. If you are	. certificate, Digit a single user kindl	al Y
eO	ffice Project Division - NIC			
eO	ffice Project Division - NIC	< Back	Instal	Cancel

OR

- **Upgrade Older Version & Install SSL Certificate** (previous version exists in clients' machine) window appears asking for **SSL certificate**, now, to remove the older version or for side-by-side installation select the respective option.







SSL certificate is mandatory for signing purpose, if user clicks **No** option while installing the Digital Signer Service, then they have to install the certificate manually in Internet Explorer as well (To Add/ Import SSL certificate to the browsers refer **Annexure I**).

- Side by Side installation: Process will take some moments to complete the installation and click Finish Finish) button as shown in **Fig.2.8**.
- **Upgrade to new version:** Process will take some moments to uninstall the **Digital Signer Service 6.1.x series** • Finish and complete the installation of Digital Signer Service 7.0.0 and click Finish () button as shown in Fig.2.8:



Fig.2.8

Note:

User(s) can run the two different versions of Digital Signer Service simultaneously as per the requirement of consuming applications.

- This completes the installation of **Digital Signer Service 7.0.0** for Windows user(s).
- A shortcut will be created on the desktop, named **Digital Signer Service 7.0.0**.
- Also, a Digital Signer Service icon () will appear in the system tray (in the bottom-right corner of monitor) which indicates that Digital Signer Service is running in the system, as shown in Fig.2.9:



Now, whenever the system is turned on the Digital Signer Service will start automatically.



Steps to manually START/ STOP the Digital Signer Service 7.0.0 are:

- To start the service, double click the desktop icon "Digital Signer Service 7.0.0".
- The service will take a few seconds to start and once it is started it will appear in system tray.
- Right click on the **Digital Signer Service Icon** () from the system tray & select **Open/ Stop** button as per requirement, as shown in **Fig. 2.10**:



Digital Signer Service application window appears, to stop the service click Stop Service
 Stop Service

Welcome to Dig	ital Signer Service 7.0.0.	
Service is config	ured on port 55103.	
NOTE :If you w	ant to stop the Digital Signer Service run	ning on your system

Warning pop-up window appears, click Yes (<u>Yes</u>) button to stop the Digital Signer Service, as shown in Fig.2.12:

WARNING: Stop Service	×
Do you really want to stop Digital Signer	r Service?
Et= 2.12	

Fig.2.12

• The Digital Signer Service gets stopped and icon will disappear from the system tray.



Change language in Digital Signer Server 7.0.0 (Windows OS)

• To change the language, click 🔯 button as shown in **Fig.2.13**:



• Select the language and click **Save** button as shown in **Fig.2.14**:

Digital Signer Service
English
Save
Stop Service

Fig.2.14

• The Digital Signer Service will appear in the selected language as shown in **Fig.2.15**:

		Digital Signer Service	Ľ
सेटिंस टिकेन कैसे भाषा चुनें	जोड़ें? बिारे में हिंदी	T	
	सुरक्षित करें		
सर्विस छिपाएँ	सर्विस रोवें		ð

Fig.2.15

Note:

1. To import the SSL certificate refer <u>Annexure I</u> (Add/ Import SSL certificate to the Browsers).





Installation Guidelines for Ubuntu OS

• Locate the **Digital_Signer_Service-7.0.0.sh** file from the downloaded bundle (**Digital Signer Service 7.0.0 Ubuntu Installer folder, Fig.4.1**).



Fig.4.1

- Go to the downloaded location of **Digital_Signer_Service-7.0.0.sh** file and open the terminal.
- Run the command "sudo bash Digital_Signer_Service-7.0.0.sh" on the terminal for Ubuntu OS.
- Then, provide account password (if required) and press Enter.
- In case other process is using port 55103, system will ask user for **YES/NO** as shown in **Fig.4.2**:
- Type '**Y**' for terminating that process and continue installation of Digital Signer Service otherwise type '**N**' for terminating the Digital Signer Service installation.



Fig.4.2

• This completes the installation of Digital Signer Service for Ubuntu user(s).



• After successful installation, a message "**Digital Signer Service 7.0.0 installed successfully**" will be displayed as shown in **Fig.4.3**:



Fig.4.3

- Press '**Y**' to restart the system (**Fig.4.3**) or manually reboot the system.
- Restart is mandatory to run Digital Signer Service 7.0.0 effectively.

Steps to manually START/ STOP the Digital Signer Service 7.0.0 are:

Double click the desktop icon (

•



- "I gital Signer Service 7.0.0".
- The Digital Signer Service pop-up window appears and the service gets started, as shown in Fig.4.4:

e offic	Digital Si	gner Service v7.0.0
	Startup Message	8
Digita	l Signer Service has been start	ed successfully.
		ОК
Hide Service	Stop Service	令

Fig.4.4





) button.

- Now, click **Hide Service** (Hide Service) or (Hide the screen.
- To Stop the service, click **Stop Service** (
- Warning window appears, click Yes (<u>Yes</u>) button to stop the Digital Signer Service, as shown in **Fig.4.5**:

DIGITAL WORKPLACE	SOLUTION		v7.0.0	
Select Token	watchdata	•	Add New Token	2
Token Path	WerdibWatebBata/ WAR	RNING: Stop	Valen Signatural Service	
✓ register Hide Servic	Do you rea	ally want to sto	op Digital Signer Ser	vic
			No	(es

Fig.4.5

• The Digital Signer Service gets stopped.

Note:

1. While using the Digital Signer Service application if a token is plugged-out or not properly plugged-in before signing, then, occasionally user has to manually restart the Digital Signer Service. This issue is tokens specific, so to avoid this ensure that token is properly plugged-in before proceeding for Signing/Authentication/Registration process. For restarting the Digital Signer Service manually, refer Annexure II (Troubleshooting \rightarrow <u>Problem 1</u>).

2. There are many providers for DSC tokens and sometimes issue(s) specific to DSC token hardware may come, for which the respective vendor may be approached.

- 3. To import the certificate refer Annexure I (Add/ Import SSL certificate to the Browsers).
- 4. Refer to <u>Annexure IV</u> for manually identifying the JAVA, OS and Digital Signer Service status details.



Add Token(s) in Digital Signer Service (Ubuntu OS):

This feature allows the user to use a new token which is not listed in the application. For this first, check whether the token is listed in this application or not. If it is listed then just register this token as default token by checking "register as default token" otherwise proceed to follow the steps to add a new token.

Steps to add new token in Digital Signer Service are:

Open Digital Signer service app and click Add New Token (^{Add New Token}) button, as shown in Fig.4.6:
 Digital Signer Service v7.0.0







Provide Token Name, Token Path and click Save (button, as shown in Fig.4.8:



Note:

1. Token Name & Token Path is mandatory.

2. User can also copy & paste the Token path in the Digital Signer Service (Fig.4.8).

3. The token name should be relevant like if a user is adding token of epass then the token name must include "epass" in its name e.g. epass-new, new-epass, etc.

• Login window appears, enter the **Token Pin** number and click **OK** (button as shown in **Fig.4.9**:

Token Name	watchdata	Back
Token Path	/usr/lib/WatchData/ProxKe	y/lib/libwdpkcs_SignatureP
ç.	Login as Use	r 🤇
Enter Use	r PIN	*
DUN Law ath	must he 6-22 characte	100

Fig.4.9





The certificate list appears, if valid certificate is displayed, click Confirm (^{Confirm}) button, else click Reject (Reject) button, as shown in Fig.4.10:

Certificate List(s)				
Serial Number	Expiry Date	Issued To	Issued By	
13338134	Sun Dec 22 18:24:20 IST 2019	CN=Class 3 individual test, SERIALNUMBER=81d7cc6 9d57a8e8ecff8704f13a1 a4650260f3ec4aa25d03 556e473b4e03333d, ST=Karnataka, OID.2.5.4.17=560103, OU=test, 0=test dsc, C=IN	CN=e-Mudhra Sub CA for Class 3 Individual 2014, OU=Certifying Authority, O=eMudhra Consumer Services Limited, C=IN	
* If intended certificate is b click "Reject" button and try	eing displayed over here, th again. Confirm	ien Click "Confirm" button to Reject	o continue otherwise	



• Token details get added successfully, click **OK** (button as shown in **Fig.4.11**:



Note:

- 1. Similarly, user can add more new token(s).
- 2. This is a one-time activity, so it is not required to add already existing or added token again while using the Signer Service.



Register Token in Digital Signer Service(Ubuntu OS):

Steps to register the token with Digital Signer Service are:

- Double click the desktop icon "Digital Signer Service 7.0.0".
- The digital Signer Service window appears, select token from the drop-down list, as shown in **Fig.4.12**:

			-
Select Token	Select Token		Add New Token
	Select Token	_	19
Token Path	safesign		
-	gemalto		
📋 register a	s eMudhra		

Fig.4.12

- Token path for the selected token gets populated in the Token Path Field.
- Select checkbox for setting the token as default token, as shown in **Fig.4.13**:

Alberta	watchuata		Add New Token
oken Path	/WatchData/ProxKey/lib/	libwdpkcs	_SignatureP11.so

Fig.4.13



Confirmation window appears, click **Yes** (<u>Yes</u>) button as shown in **Fig.4.14**:



Change language in Digital Signer Server 7.0.0 (Ubuntu OS)

• To change the language, click **Settings** button as shown in **Fig.4.15**:



Fig.4.15

• Following window will appear as shown in **Fig.4.16**:

Settings	How to add tok	en? About		
Choose L	anguage S	English ave	T	
	_			

Fig.4.16





•

• Select the language as shown in **Fig.4.17**:

	ADIGITAL WORKPLACE SOLUTION Digital Signer Service v7.0.0	
	Settings How to add token? About	
	Choose Language English English इहिंदी	
	Hide Service Stop Service	4
L	Fig.4.17	
Click the Save () button as shown in Fig.4.18 :	
	Digital Signer Service v7.0.0	
	Settings How to add token? About	-
	Choose Language টি্বী	
	Save	
	Hide Service Stop Service	
=	Fig.4.18	

• The Digital Signer Service will appear in the selected language as shown in **Fig.4.19**:

	Digit	al Signer Service v7.0.0
सेटिग्स टोकन कैसे जोड़ें?	/ बारे में	
भाषा चुनें	हिंदी	T
	सुरक्षित करें	
सर्विस छिपाएँ	सर्विस रोकें	0
	Fig.4.19	

