Steps for enrolment of Digital Signature for Pension Authoritiy for PAO level user (to be done in Intrnet Explorer only)

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2. Insert the Digital I-KEY & press the TAB "DIGITAL CERTIFICATE ENROLLMENT"

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3. Java process is running

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3. Press the TAB "CONTINUE"

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4. The system asks for "Block potentially unsafe components from being run". The user has to press TAB "Don't Block"

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	y of Finance Finan Security Warning	Cial Year: 2016-2017 02:45:11 PM
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ReprocessFailedTransaction Sanctions Pension Transfer Entry Bank Reconciliation		Windows 64 Bit)

User has to select Certificate Details from the drop down Menu under 'Select Certificate"

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User should enter the Token Password and press Button "OK"

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The system flashes the information "ENROLL SUCCESSFULLY". User has to press the "OK" Button. Here the user has to wait for some time since the enrolment process continues.

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User has to wait for the next message to come on screen since the enrolment process is not yet finished

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After some time screen will look like this with a new **TAB "VIEW CERTIFICATE DETAILS AND PROCEED FOR ENROLLMENT"** User has to press the Tab

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After "click on View certificate details and proceed for enrolment "and select purpose

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User has to select the **PURPOSE** from the drop down menu and press the button 'ADD'. User has an option to Add the purpose as per his requirement one by one.

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For signing Revision cases of 7th Pay Commission the user should select only single purpose i.e."Pension Authority"

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After adding the purpose user has to press the Button "'ENROLL"

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Sytem Flashes the message "DIGITAL SIGNATURE ENROLLED SUCCESSFULLY" and request will be sent to Pr. Account Office for approval

User can see the status of his request under the menu "Agency Master Data > DSC Management> Enrolled DSC.

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https://164.100.129.32/UAT/Did	gitalSignature/EnrolledDigitalSignature.aspx			
	About Us Site Map	Privacy Policy Contact Us ©2009 Public Fin	iancial Management System. All Rights Reserved.	
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After sent the request the status of the digital signature will be **"CREATED"**. User can Update /View the request here.

BharatKosh	D	Note : 1) To Active 2) Pending	ate rejected s approval requ	ignature, I uest will b	Enroll again. e approved by 'PRAO)'							
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Sanctions	D	User Name/User Login Id	Enrolled Date	Owner Name	Owner Organization	DDO	Issuer Organization	Valid From	Valid Upto	Registration From	Registration Upto	Status	Actio
Pension Transfer Entry	D	sudhapaoptg	16/12/2016 14:25:42	VANITA GHAI	CONTROLLER GENERAL OF ACCOUNTS		Gujarat Narmada Valley Fertilizers and Chemicals Limited	24/12/2014	24/12/2016	24/12/2014	24/12/2016	Deactivaed	Viev
Bank Reconciliation Employee Info. System	D	sudhapaoptg	10/02/2017 12:05:10	BHARTI TULI	OFFICE OF CGA MINISTRY OF FINANCE.		Gujarat Narmada Valley Fertilizers and Chemicals	12/01/2016	08/01/2018	12/01/2016	08/01/2018	Deactivaed	Viev
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Now, PrPAO will login and through master data >DSC Management> Approve DSC

	Publ 0/o Cor	ic Fi itroller	nancial Management General of Accounts, Ministry o	f Finance				Welcome: sudha kumari User Type: PRAO Financial Year: 2016-2017	04:26:12 PM	[sudhapraoptg] Logo Change Passwo
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On digital signature approval form , tick the check box for approval .

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Once the approval tab is clicked the DSC get approved at Prao level as shown in screen below

Public Fi D/a Controlle	nancial Management System-PFMS General of Accounts, Ministry of Finance	Welcome: sudha kumari User Type: PRAD Financial Year: 2016-2017	02:52:18 PM	[sudhapraoptg] Logout ^ Change Password
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User can check the status of digitally signature in the enrolled digitally signature after the approval from PrAO

BharatKosh Report											Common	Search	
					Lis	t Of Enrolled Di	igital Signa	ture					
Home	Note : 1) To Activ	to rejected c	ianatura	Enroll again									
BharatKosh D	2) Pending	2) Pending approval request will be approved by 'ROOT'											
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