

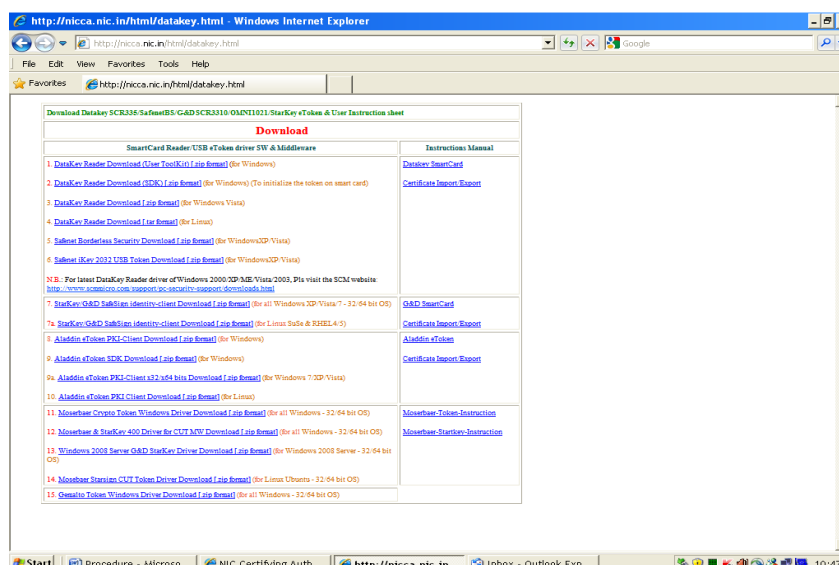
PROCEDURE FOR DSC CONFIGURATION

1. INSTALL GEMALTO TOKEN DRIVER

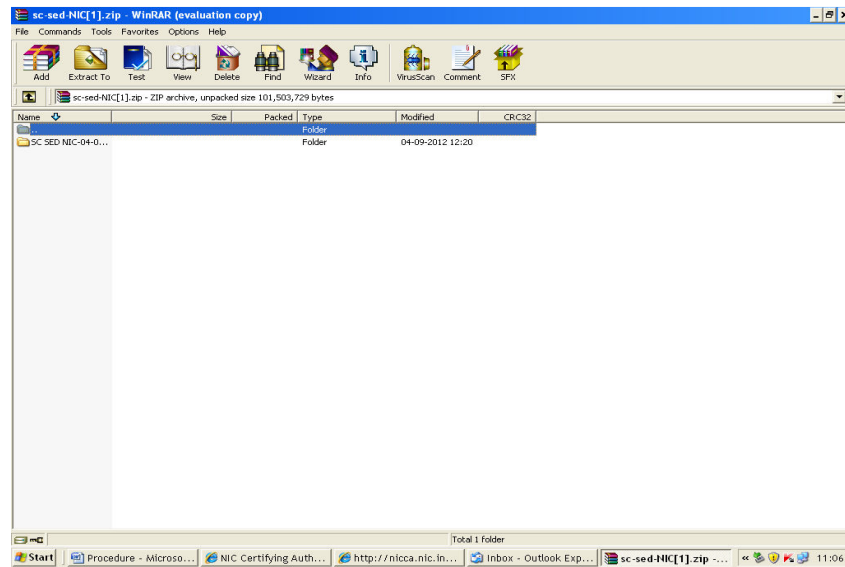
- A. Installation of the driver has to be done for the first time and only once.
- B. Open the Browser and go to <http://nicca.nic.in>
- C. Click on Download Smart Card/USB e-Token Driver as shown in below.



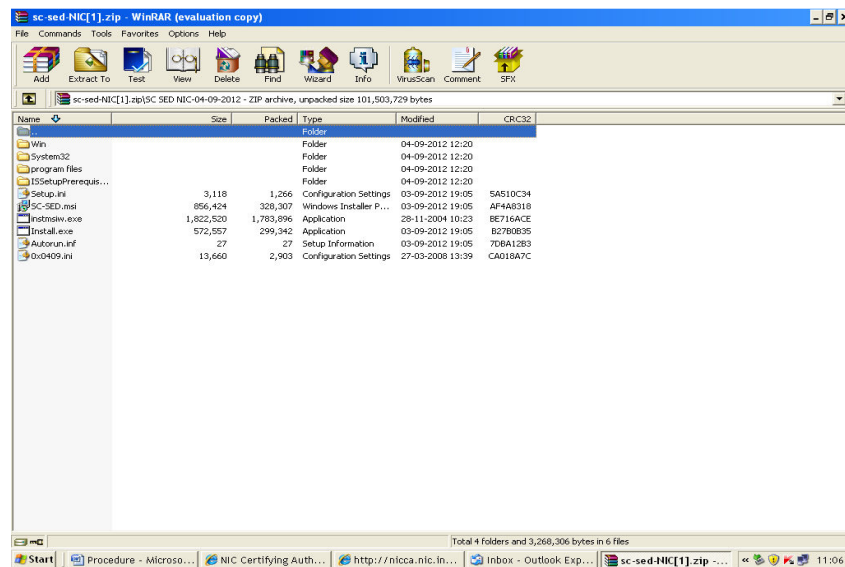
- D. Click on Sl. No. 15 Gemalto Token Windows Driver Download (zip format).



E. Unzip the downloaded file as shown in figure.



F. Install the driver by double clicking on install file, as shown in the figure below. Click on Next button when prompted and click on finish button on completion of installation.



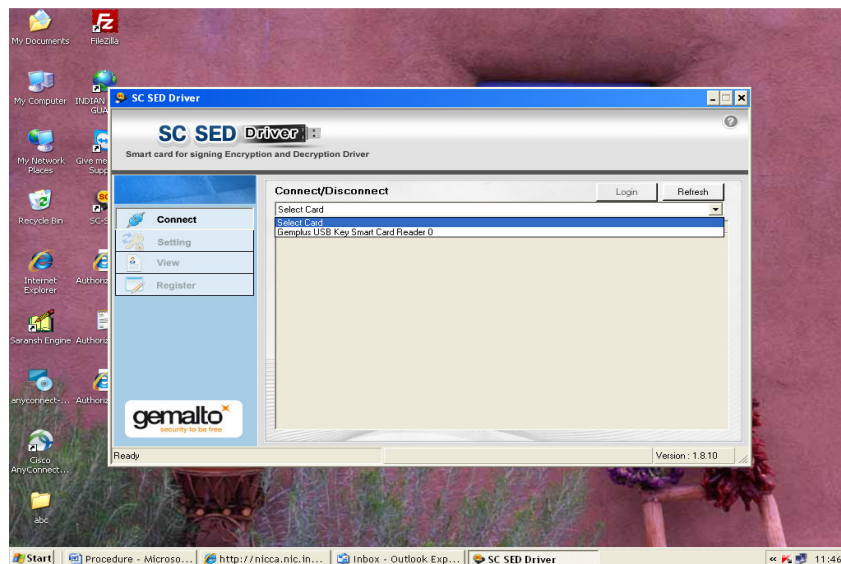
G. On completion of installation of Gemalto token driver the short cut SC-SED will come on screen as shown in figure.



2. INITIALIZATION OF GEMALTO TOKEN

A. Insert USB token in the USB port.

B. Double click on that icon **SC-SED** and the SC-SED utility open up as shown below. Under Select Card drop-down, select **Gemplus USB Key Smart Card Reader 0**.



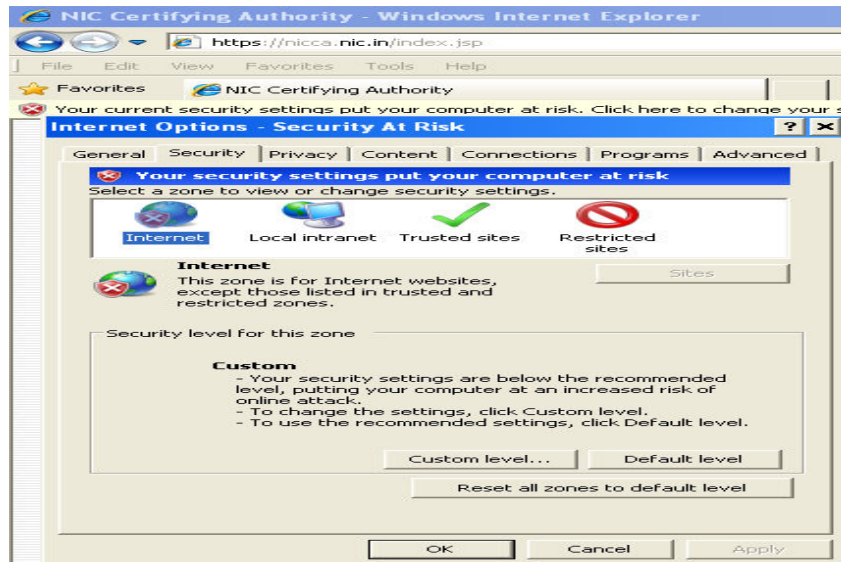
As soon as the USB token will be inserted, a pop-up window appear and will prompt you to enter the PIN and lable information e.g. your details (Name, Department, Organisation). Enter these details and click OK. In approximately 30 seconds the token will get initialized.

NOTE: The default PIN for Gemalto e-Token is "0000" [Four times zero]

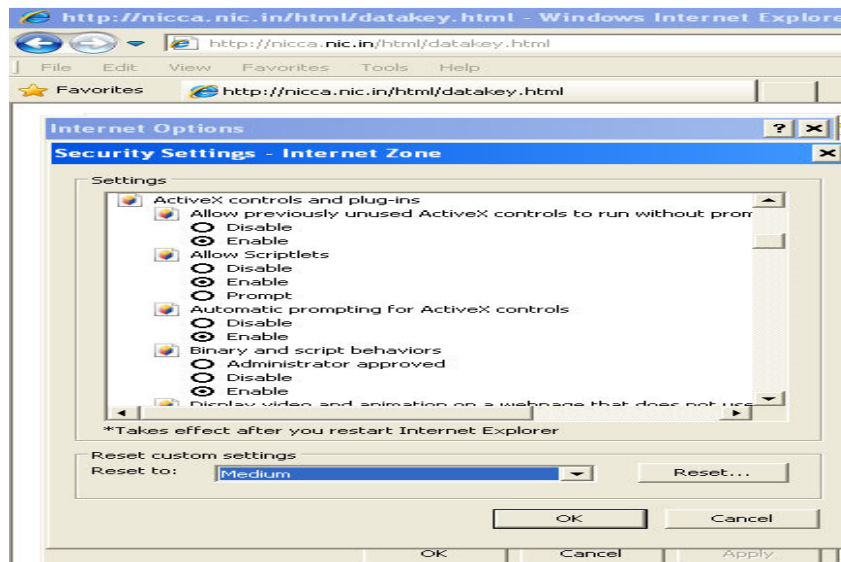
3. **BROWSER SETTINGS**

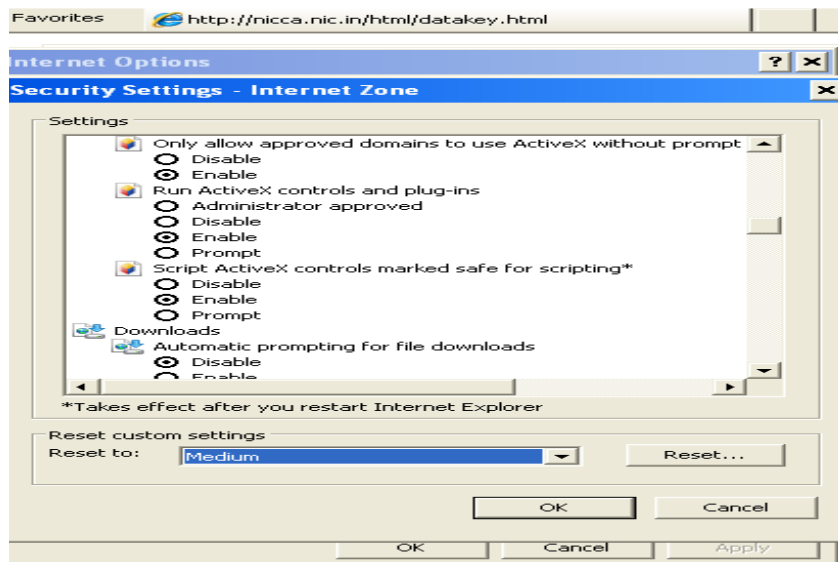
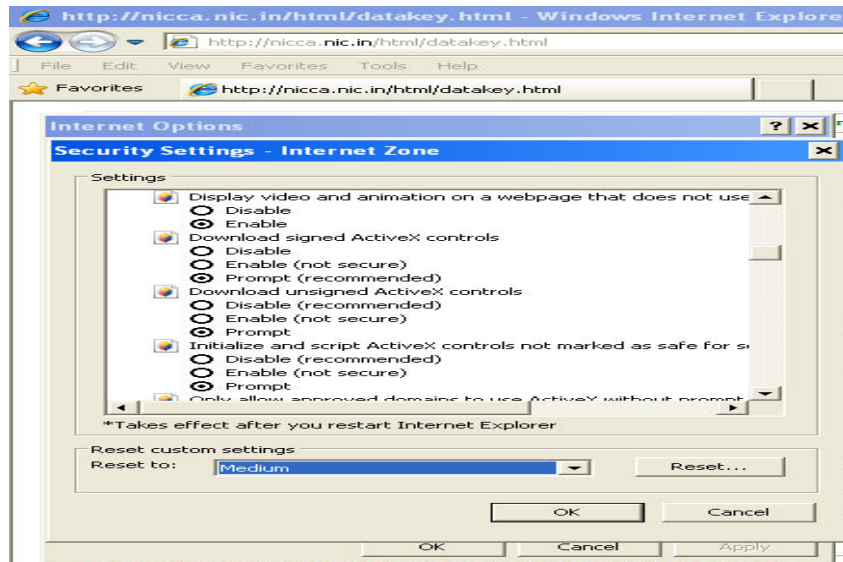
Active-X controls need to be enabled in Internet browser. In order to ensure this, please do the following:

- A. Open a browser window
- B. Go to Tools>> Internet Option>>Security



- C. Click 'Custom Level' and set security level as 'Medium' and enable/prompt Active-X controls as shown below.

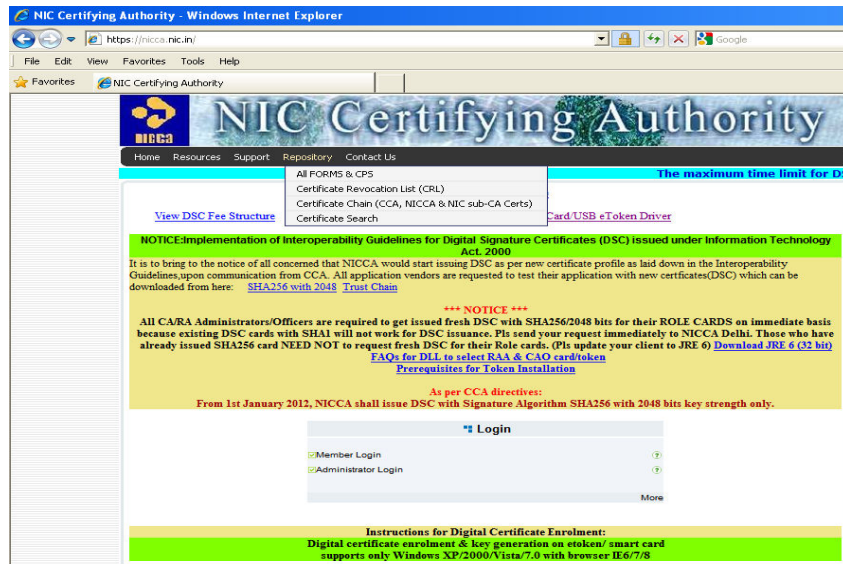




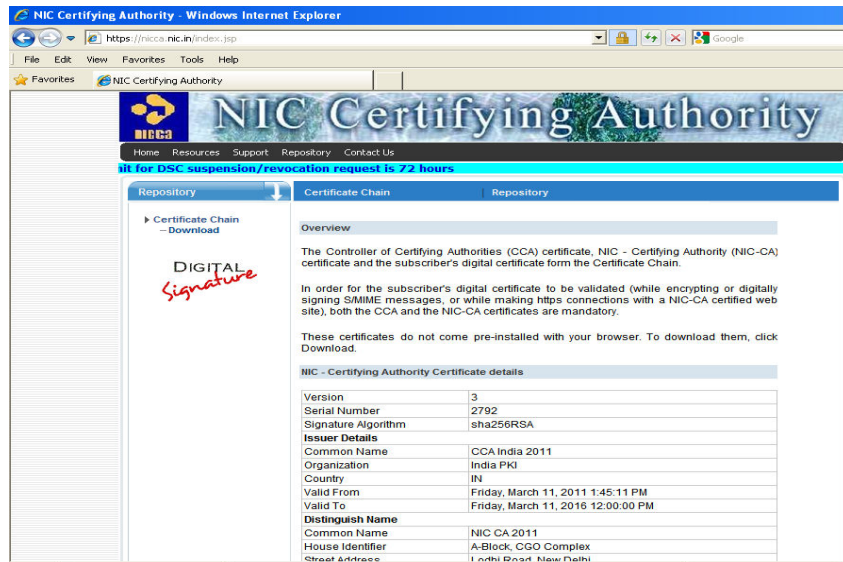
4. **DOWNLOAD AND INSTALL CERTIFICATE CHAIN**

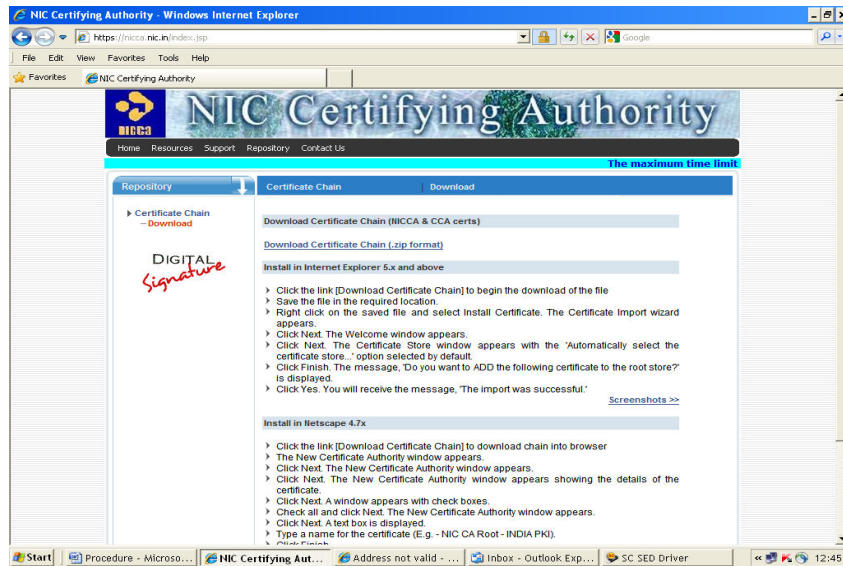
To download and install certificate chain follow these steps:

- A. Open the browser and go to <https://nicca.nic.in>
- B. Bring mouse to Repository and click certificate Chain (CCA, NICCA and NIC Sub-CA Certs)

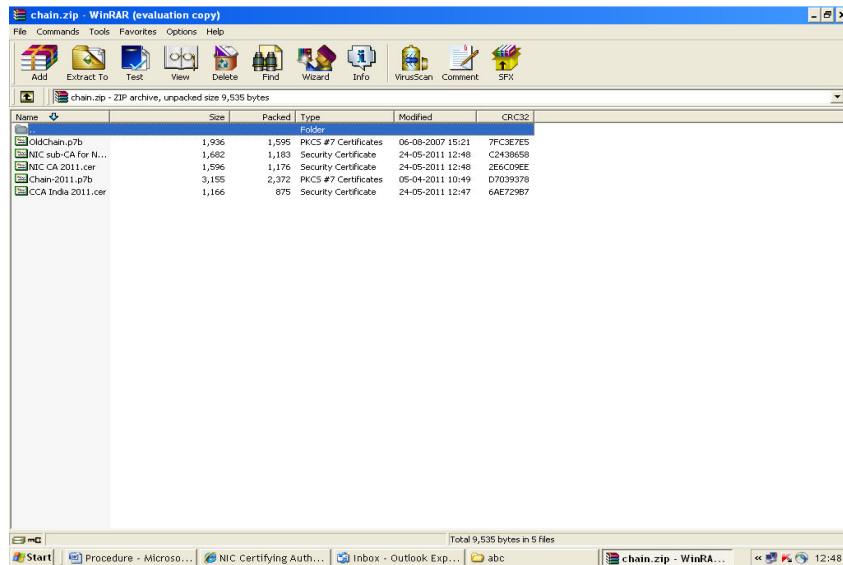


C. Click on download (Left hand side window pane) and click download certificate chain (.zip format). Save this file on desktop or desired location.

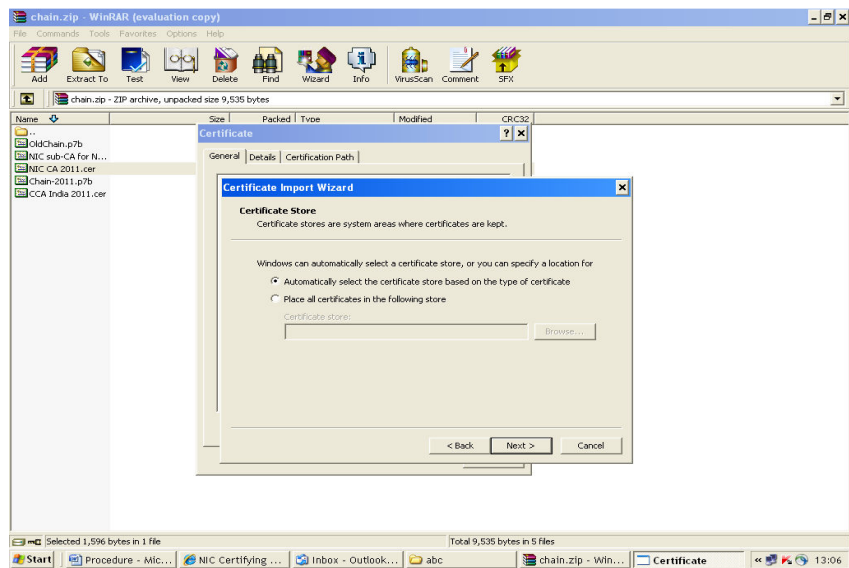
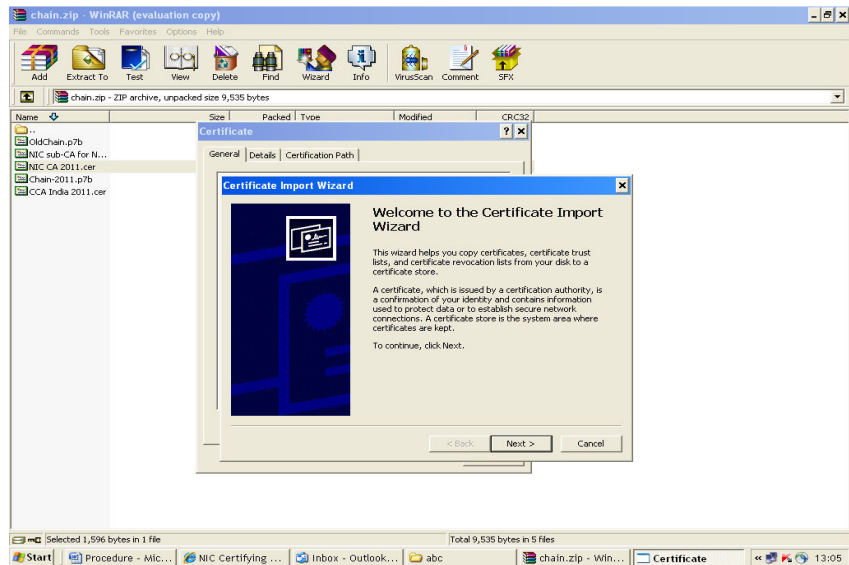
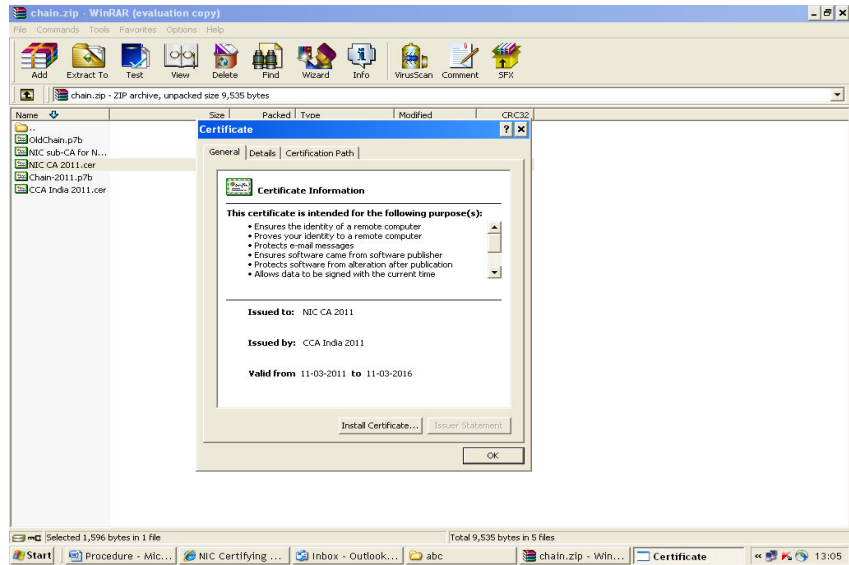




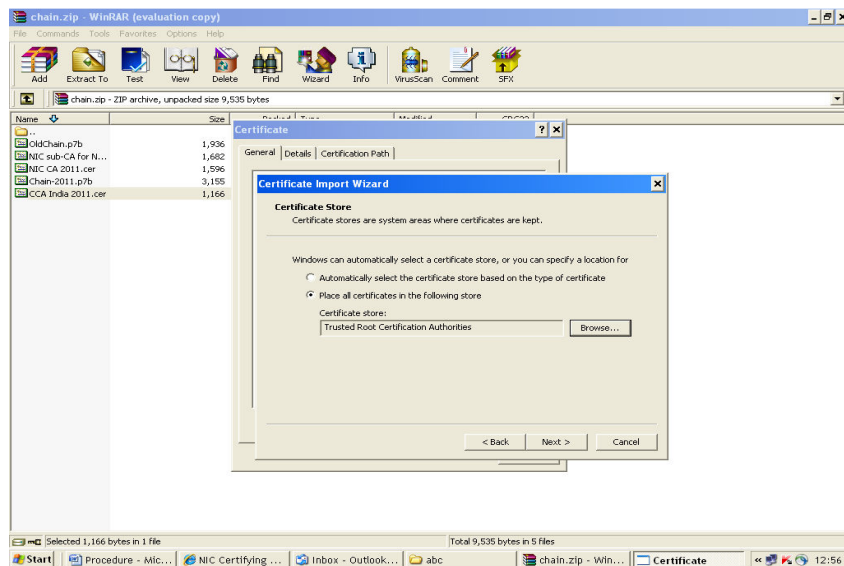
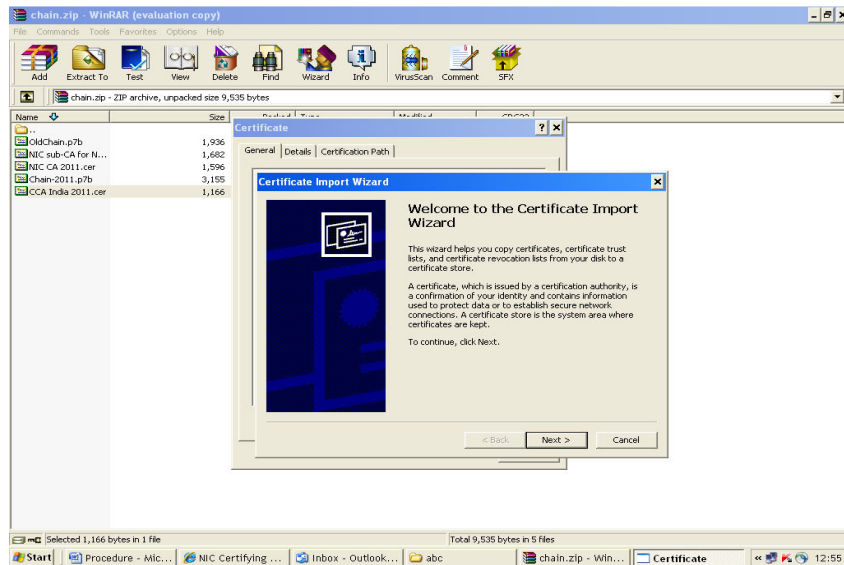
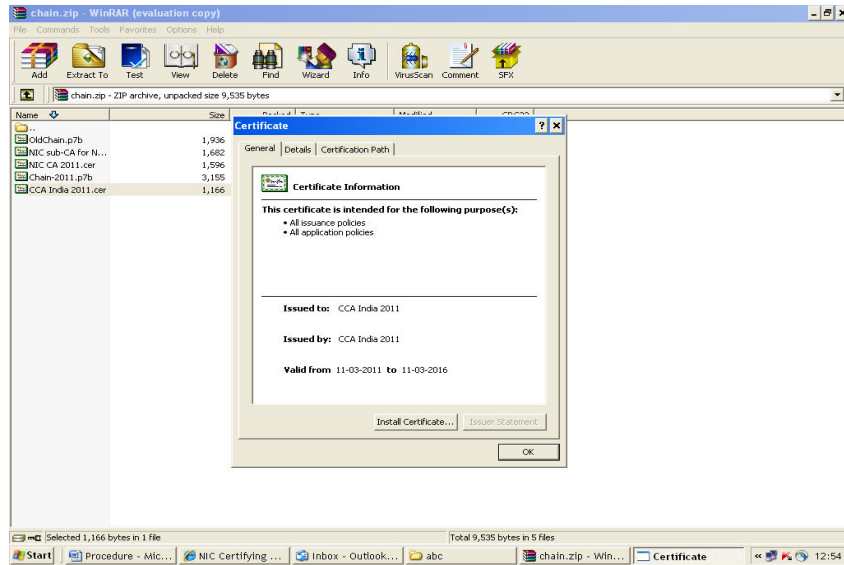
D. Unzip this file and it will display a number of files.



E. Install NICCA 2011 and NIC Sub-CA for NIC 2011 certificates directly.



F. Install CCA India 2011 certificate under Trusted Root Certificate only.



5. **ENROLMENT INSTRUCTIONS FOR DIGITAL SIGNATURE CERTIFICATE**

When enroll for a digital certificate, cryptographic keys are generated and stored on USB token.

- A. Open the browser and go to <https://nicca.nic.in> .



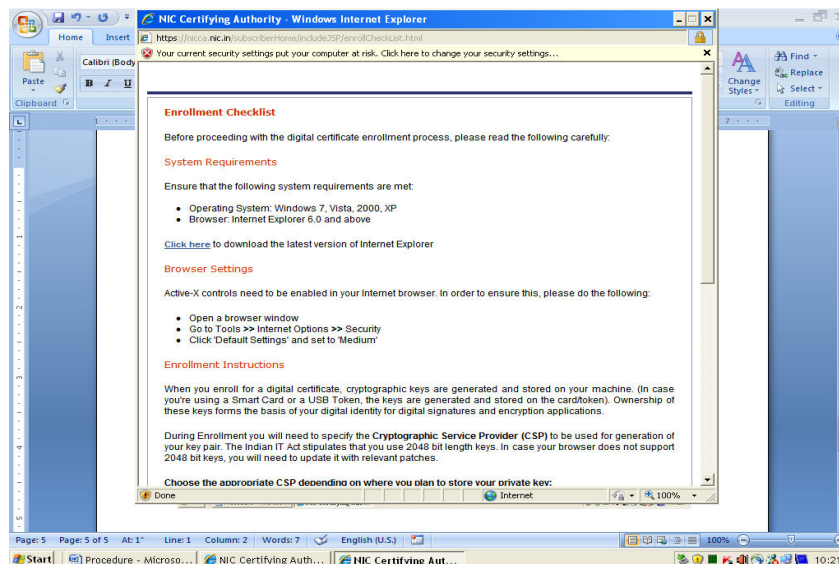
- B. Click Member Login and login with User-id/Password issued by NIC Certifying Authority. (**Note: User-id and password has been sent by NIC on email IDs**)



- C. Insert USB token in USB port.
- D. Click Enroll or Step-1 for generating Digital Certificate key pairs.

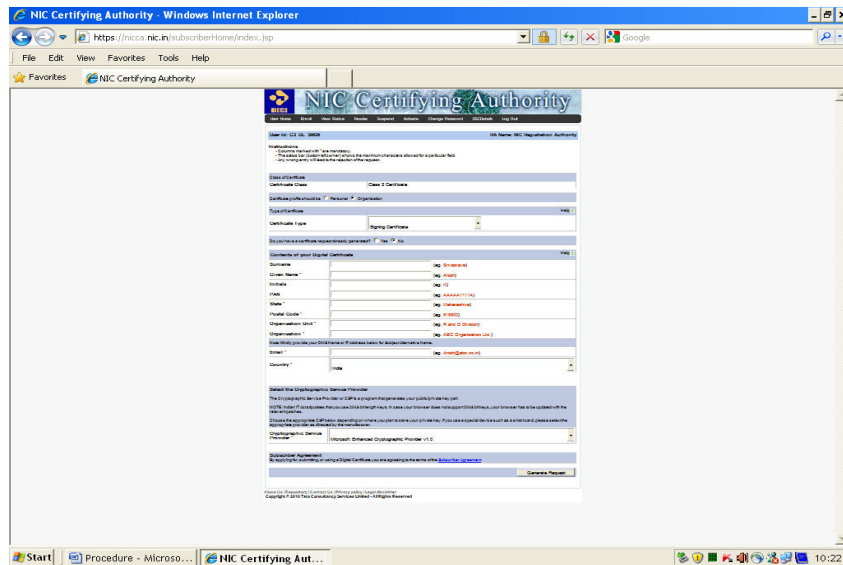


E. Read the enrolment check of list and close.

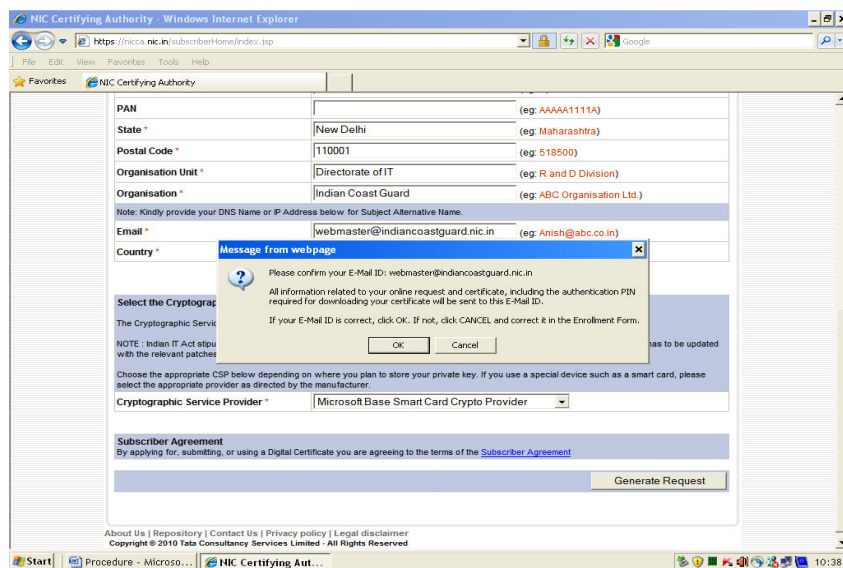


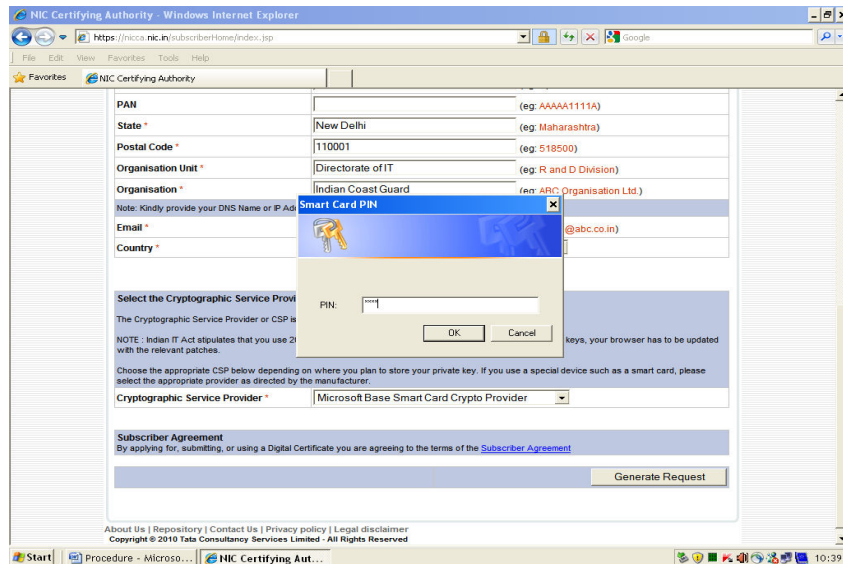
F. An Electronic Form will appear, which is self-explanatory. Fill in details as mentioned in Digital Signature Certificate Request form.

- (i) Certificate Class: It is fixed at the time of User-id creation.
- (ii) Certificate Type: Select **Signing Certificate**
- (iii) Do you have a certificate request already generated? Click No
- (iv) Fill in seven mandatory fields under "**Contents of your Digital Certificate**"
- (v) **Cryptographic Service Provider** : Select Microsoft Base Smart Card crypto provider.

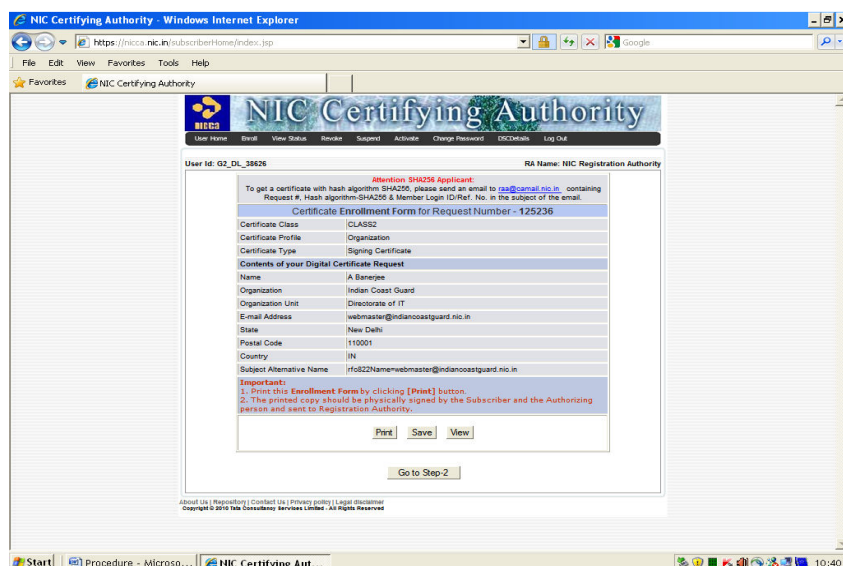


G. Check all entries once again and click Generate Request. (A confirmatory message will be displayed on computer screen. Read it and click OK). At this time the pop-up will come to enter PIN of USB token. (**Default PIN of USB token is 0000**)



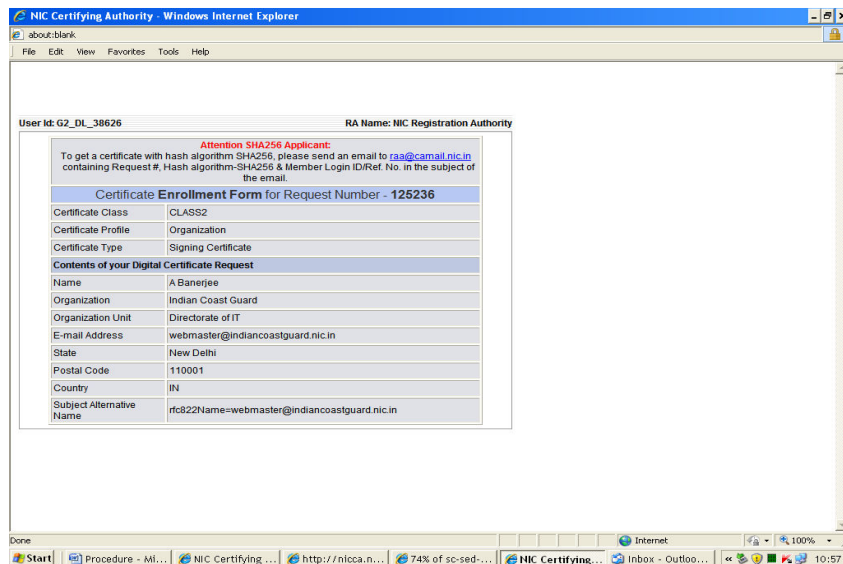
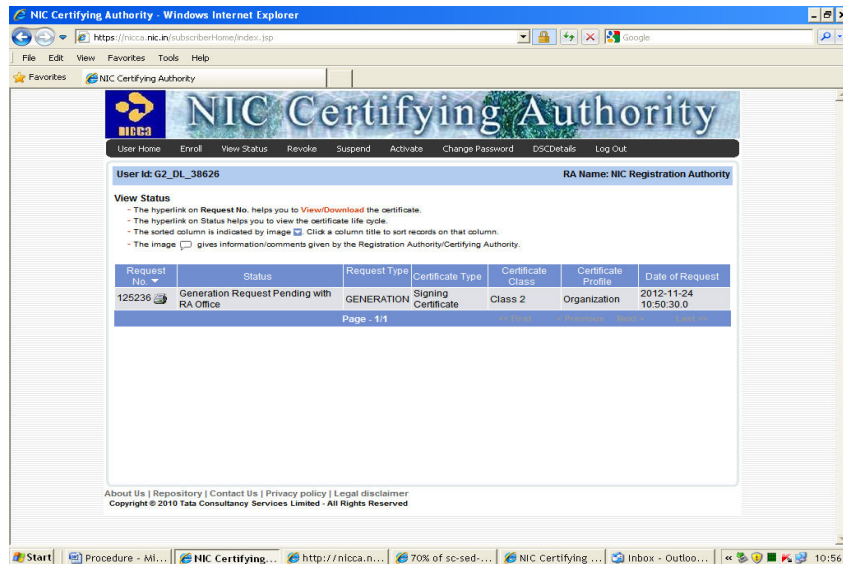


H. The Digital Certificate Key pair will be generated on USB token. A request number will also be generated and displayed on computer screen. Please note it down for further follow up and save it to desired location.



J. No need to go to Step-2.

K. Go to Step-3 OR Step-4 to view the status of DSC Request or simply click View Status on the top of the page.



L. The RA administrator and CA administrator of NIC, New Delhi processes the certificate request. Digital/Encryption certificate will be generated and authentication PIN will be sent to email address by NIC. Now the view status will show download certificates.

7. DOWNLOADING DIGITAL CERTIFICATE ON USB TOKEN

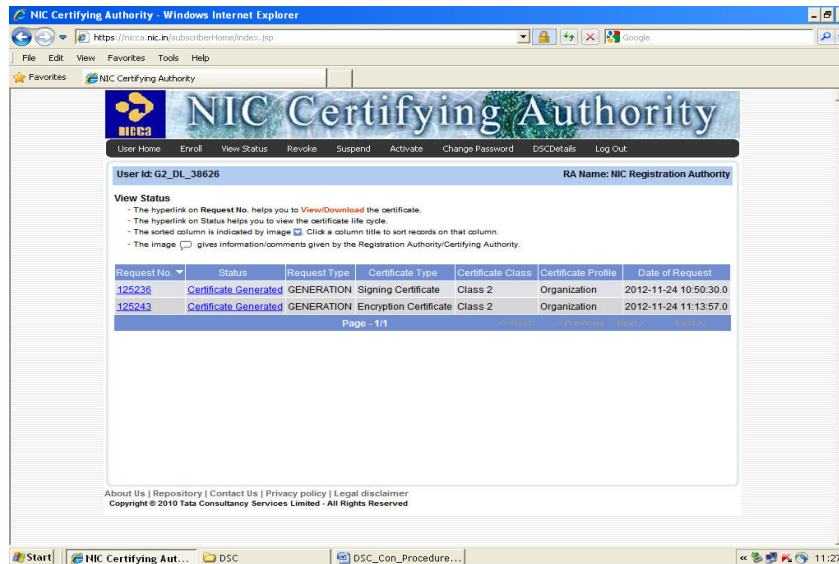
A. Open the browser and go to <https://nicca.nic.in> .



B. Click Member Login and login with User-id / Password issued by NIC certifying Authority.



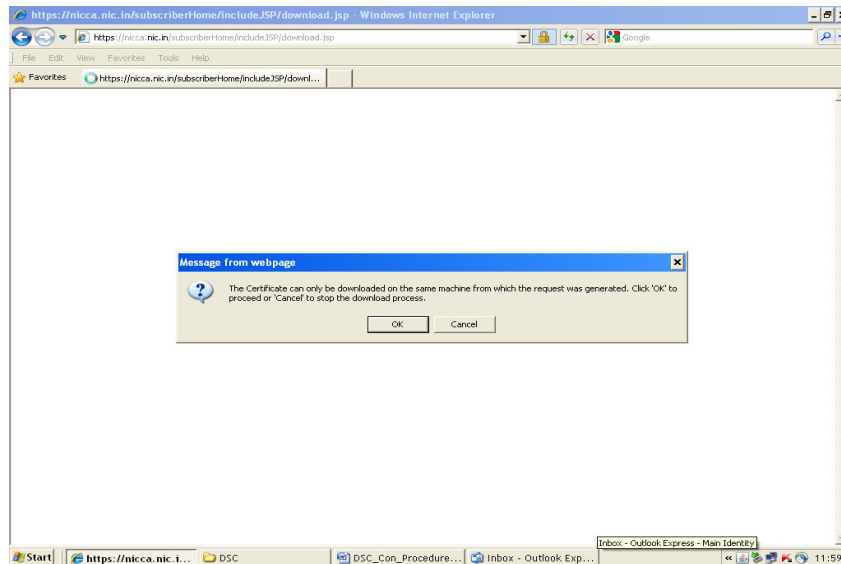
B. Click on View Status – This will show DSC request. If the certificate has been generated a link will be provided on the DSC request number.



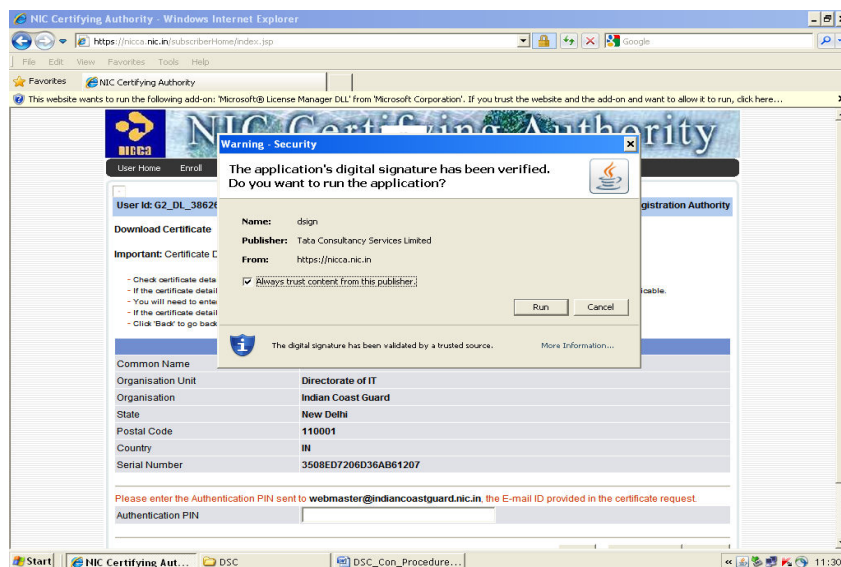
C. Click on DSC Request Number.



D. Click on download and OK.

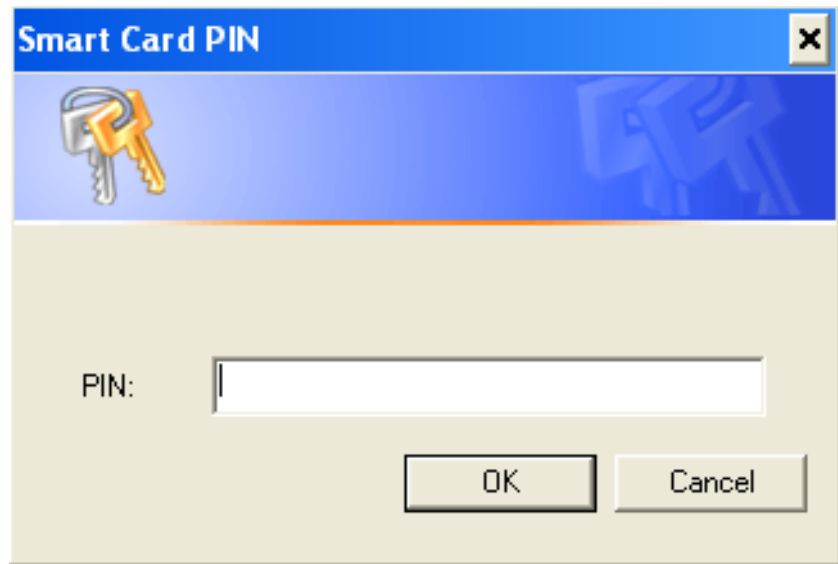


- E. Click on run to the pop-up and enter authentication PIN (**Ten Digit Alphabetic code – all Capital Letters forwarded by NIC on email**) and click on download.



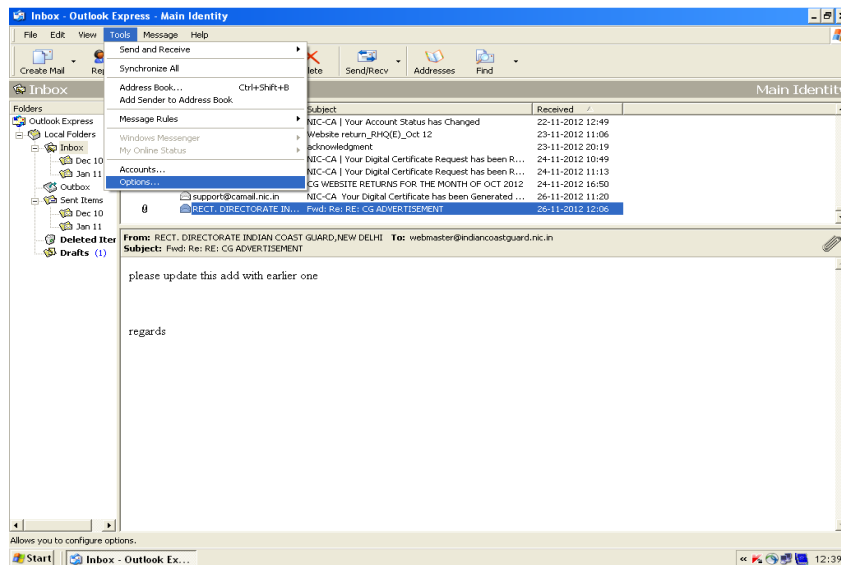
- F. When 10 digit **Alphabetic code** is enter and press **OK**, a pop-up window appear and will prompt you to enter the PIN of USB token. Now the certificate will be downloaded on your USB token.

NOTE: The default PIN for Gemalto e-Token is "0000" [Four times zero]

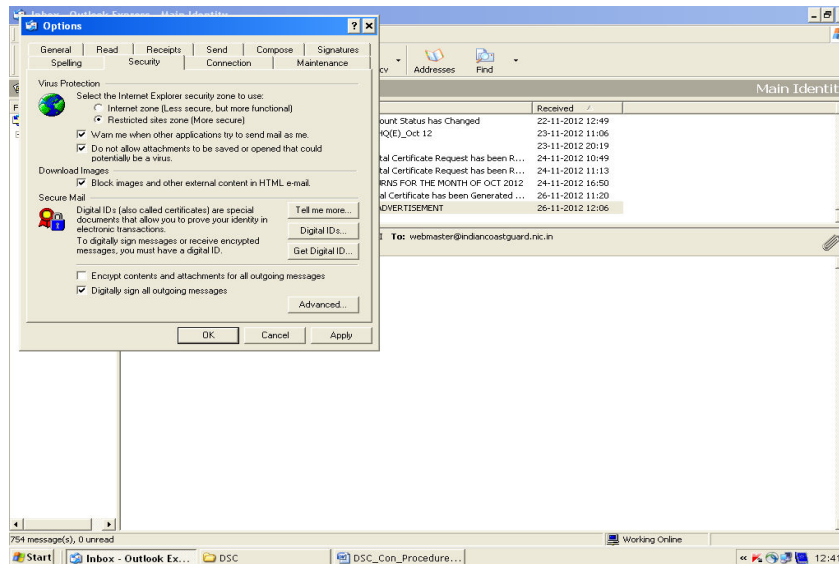


8. **ENABLING DIGITAL CERTIFICATE FOR NIC EMAIL ACCOUNT:**

- A. Open the Microsoft Outlook Express of your configured email account.
- B. Select Option from Tool menu.



- C. Select the Security tab of the Options dialog and Check Digitally sign all outgoing message so that it is turned on.



- D. Click on OK to dismiss the Option dialog.
- E. When first time sending email enter the PIN of USB token.

