

Instruction to install the user's security certificate

Step 1:

After submitting the application for issuance of the user's security certificate to the administrator, you must verify if the required certificate was issued.

Step 2:

To verify if your security certificate has been issued, you need to access the following link:

<https://client.dotbank.md:4443/certsrv/certckpn.asp>

- a) When you access the link above, a window will appear (as in the picture below) where you will be able to view all the certificates you required.

Microsoft Active Directory Certificate Services -- webclient

View the Status of a Pending Certificate Request

Select the certificate request you want to view:

[Client Authentication Certificate \(Tuesday 2 January 2018 16:10:39\)](#)

[Client Authentication Certificate \(Tuesday 2 January 2018 17:02:48\)](#)

- b) To see what stage your application is, click on the certificate request link. If the application is in processing mode and is waiting to be issued by the administrator, a window will appear as in the image below:

Microsoft Active Directory Certificate Services -- webclient

Certificate Pending

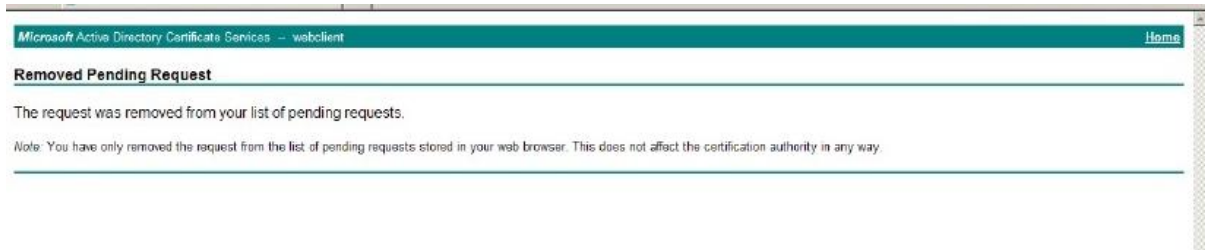
Your certificate request is still pending. You must wait for an administrator to issue the certificate you requested.

Please return to this web site in a day or two to retrieve your certificate.

Note: You must return with **this** web browser within 10 days to retrieve your certificate

- Remove this request from your list of pending requests.

At this stage you can still delete the request if you have entered any wrong data and create a new one. If you delete the request, a window will appear (as in the picture below) where the system displays a message that the request has been removed from the queue list.



Step 3:

If the request was received by the administrator and the certificate was issued, when you will access the link with the certificate you are interested, a window will appear with a message informing you that your certificate has been issued (as in the picture below).



If certificate is issued, you need to install it. To install, in the same window as the notification message, click the "install this certificate" link. You will get a "Potential Scripting Violation" window (as shown below) with two options, please click on "Yes" button to install the certificate.



If the certificate has been successfully installed, a window will appear (as in the picture below), which will notify you that your certificate has been successfully installed.

