Digital certificate registration instructions

Version	5.0
In force since	29.11.2017

TABLE OF CONTENT
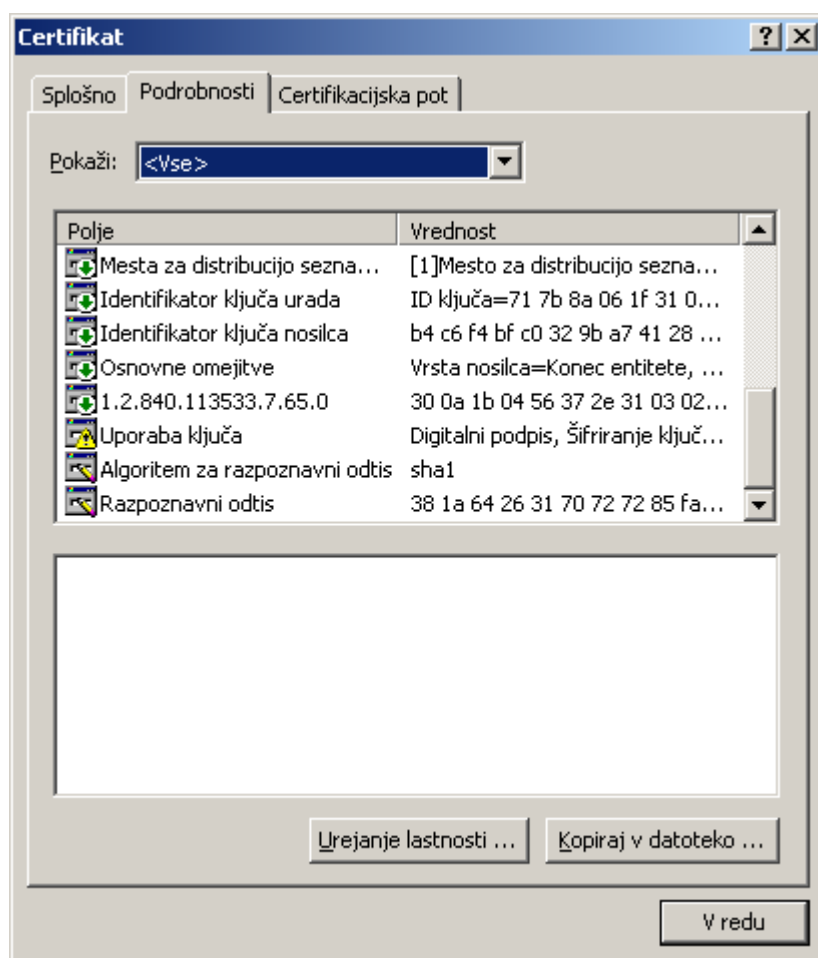
1. Introduction

In addition to ID cards SecurID, Poslovni Bank@Net provides for identification of users with qualified digital certificates which are issued by the authorized certificate agencies in Slovenia (PostarCA, SigenCA, HalcomCA).

ATTENTION:

In case of qualified HalcomCA digital certificates, two options appear on the screen. However, only one of those is correct. The suitability of the certificate shall be checked as described in section 2.1 of the instructions.

1.1.   Qualified digital certificate details review

Highlight the selected certificate and click **Details (Podrobnosti)** (bottom left corner). A new window containing the digital characteristics properties will open.

ATTENTION:

The "Details" tab contains the "Key usage" field which is followed by the "Digital signature" value.

If "Key usage" is followed by the "Non-repudiation" value, the digital certificate cannot be used for signing and shall not be registered!

Before proceeding with the registration, the digital certificate has to be to installed on the personal computer used for the registration.

The digital certificate can only be used in the Poslovni Bank@Net once it has been registered via:

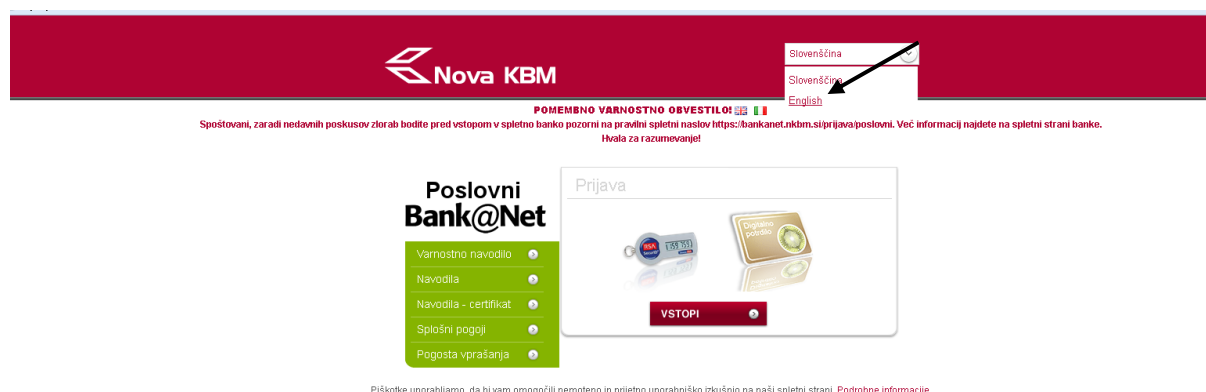https://bankanet.nkbm.si/prijava/poslovni

www.nkbm.si → Poslovni, »Login into Poslovni Bank@Net« → Login into application → Poslovni Bank@Net → Login → Digital certificate login → Digital certificate registration.
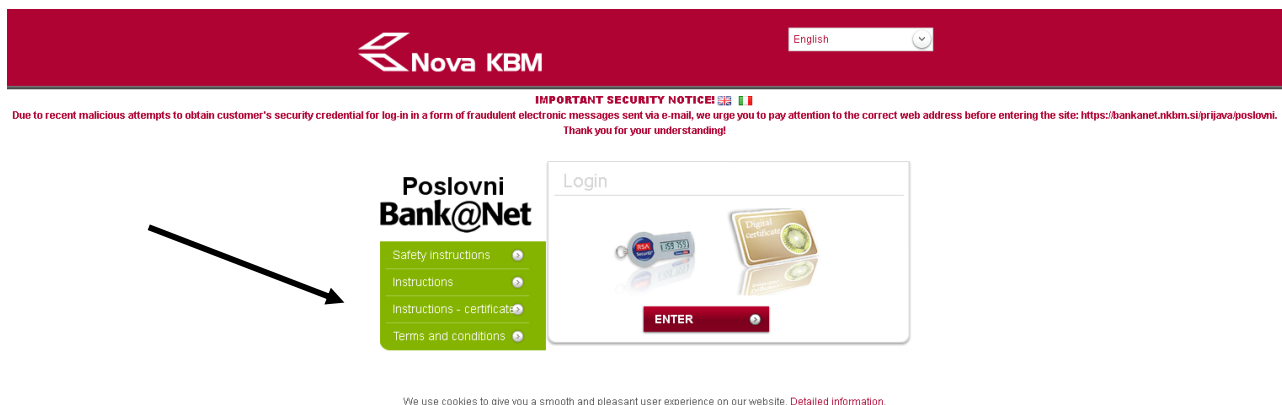
After selecting the above addresses, Poslovni Bank@Net login box pops-up:

Language can be selected on the PBN login page.
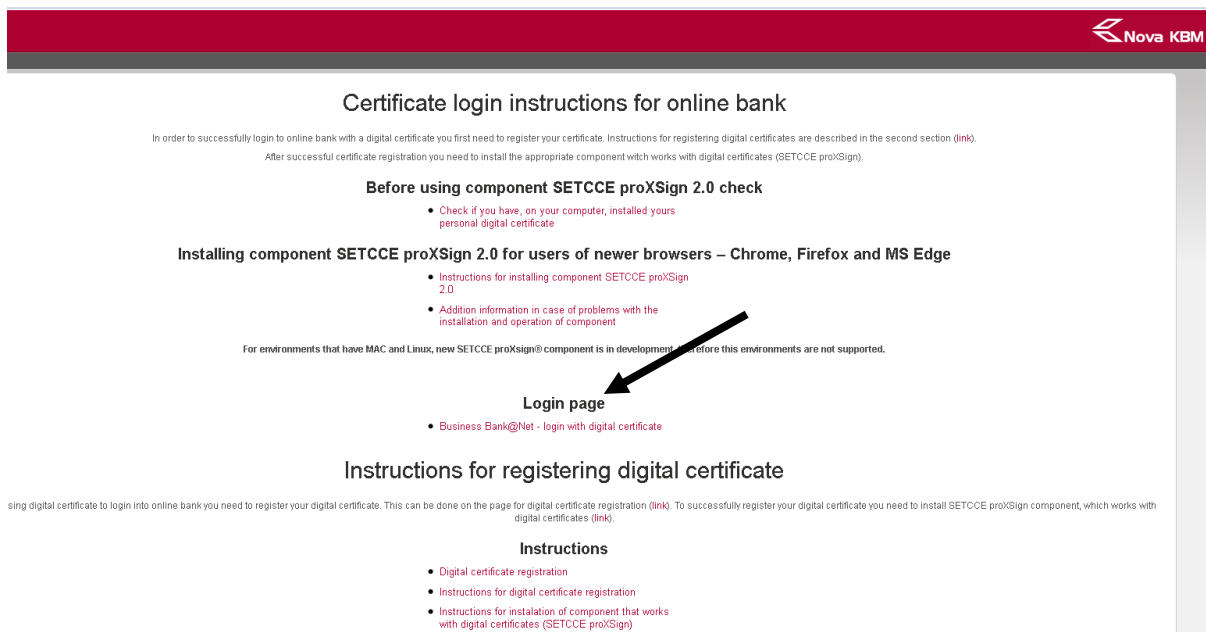
Image: Poslovni Bank@Net login box

The main window is translated to English once the language has been selected.

Continue the registration by selecting »digital certificate«. The login box for registration with the digital certificate will pop-up.

After clicking **»Instructions certificate«,** the digital certificate registration instructions will appear:

ATTENTION:

The proXsign component shall be installed if the on-screen message indicates that the component has not yet been installed. Instructions for installing the proXsign component are located on the left side of the login box - "Instructions - certificate ".

2. New digital certificate registration

The registration process steps.

Step 1:

»Digital certificate registration« shall be selected on the Poslovni Bank@Net login page. A new login box for the digital certificate registration pops-up.

Image: Digital certificate registration

After clicking **»Register digital certificate«,** a new "digital certificate registration" window opens.

Image: Digital certificate registration

Step 2: required data for the digital certificate registration

Required fields.

- **Account:** value SI5604 has been pre-set in this field …….. the 13-digit account number, which will use the digital certificate as a security element, shall be entered
- **Digital certificate:** select digital certificate
- Enter the first password for the use of the Digital certificate
- Re-enter password
- **Tax number:** the owner's (natural person) tax ID number
- **Client Identification:** the owner's (natural person) Client Identifications ID number
- **First name:**
- **Last name:**
- **Address:**
- **Postal code:**
- **City/Place:**
- **Country**: default setting »Slovenia«
- **Telephone:** (including the area code., i.e.: 02)
- **E-mail:** valid email address

ATTENTION:

Data entry in the field **"Tax code"** for resident - natural person or in the field **"Identifier customer"** for non-resident - natural person is **required**.

The Tax ID number of a natural person, which is the owner of the digital certificate, shall be entered in the **"Tax number"** field. If a tax number of a company is entered, the bank will **reject** the certificate.
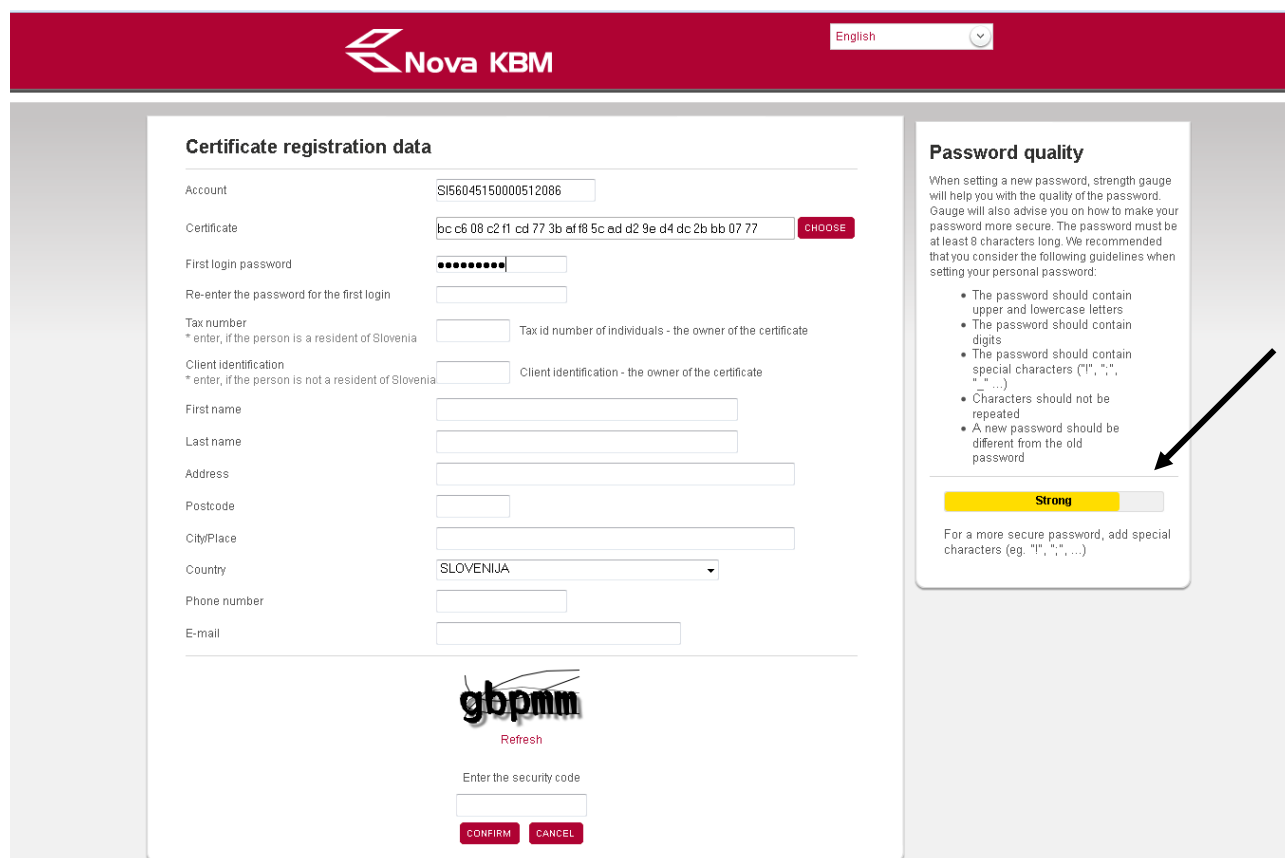
In the field **"Client identification"** is disguised banking client identification number.

One of the fields **"Tax ID number"** or **"The Client identifications"** is mandatory.

Step 3: Entering the first password

When entering the first password to login with the digital certificate, a window, showing the quality of the entered password, will appear on the right hand side.

Image: Password quality

Step 4: Entering security code

The indicated security code shall be entered into the **»Enter security code«** field.
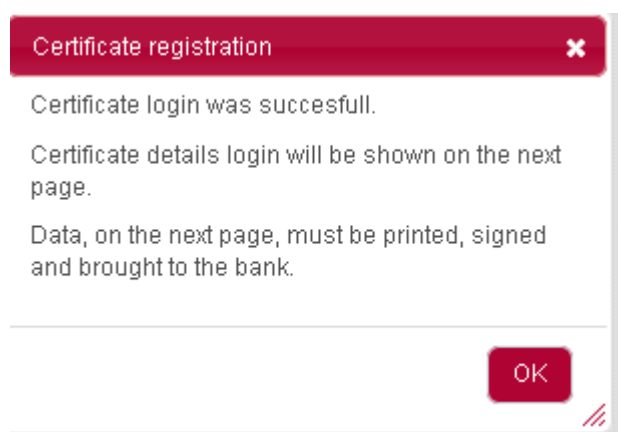
Image: Security code

Step 5: Digital certificate registration confirmation

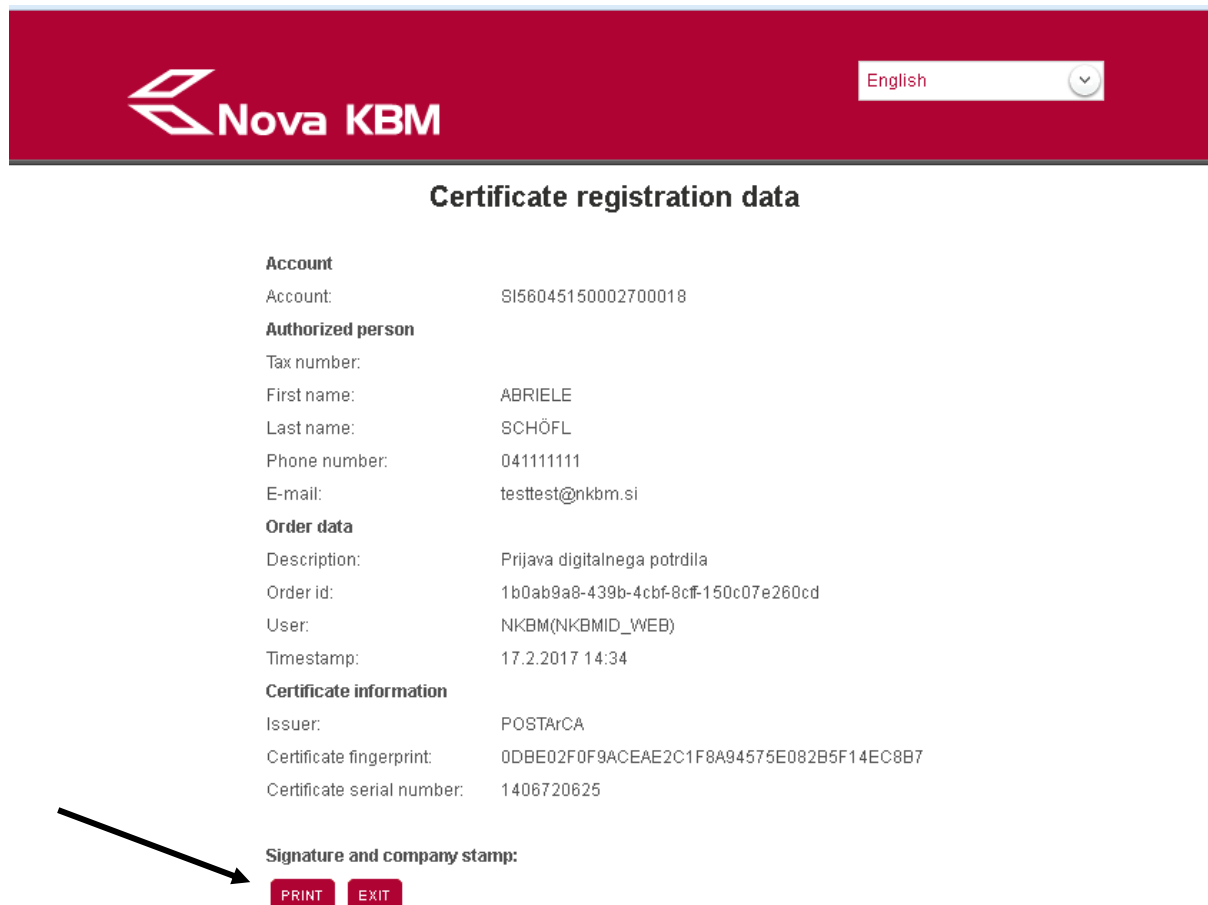By clicking **»Confirm«** the digital certificate registration is concluded. A warning message appears.

Image: Warning message

Step 6: Printing a confirmation message

After clicking **»OK«** a new widow containing data regarding the new digital certificate registration opens. By clicking **»Print«,** a certificate which has to be signed, stamped and send to the bank, will be printed.

Image: Window with information about the new digital certificate

Digital certificate registration into the Poslovni Bank@Net is thus successfully completed and has been referred to the bank. The bank approves or rejects the registered digital certificate and sends a notice to the user.