ELECTRONIC SIGNATURE VALIDATION USER'S GUIDE Adobe Reader® * v.11

CONTENT

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ELECTRONIC SIGNATURE VALIDATION

For validation of an electronic signature it is necessary to have Adobe Reader®- http://www.adobe.com/products/reader.html
RBA certificate **idirekt.rba.hr** for electronic signing of documents was issued by FINA, the only registered institution to offer certification services in Croatia - http://rdc.fina.hr

Open a document in Acrobate Reader.
The electronic signature is located in the top right corner of the page.
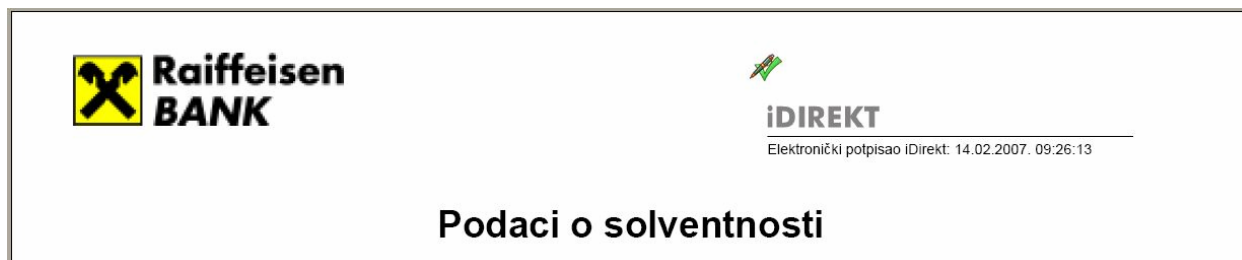
When opening the document, the following icons may appear next to the signature or below the toolbar (depending on the version of Adobe Reader):

! **Question mark** indicates that the certificate has not been found in the database. If the idirekt.rba.hr certificate has not been found in the database, it is necessary to add it to the database. For adding certificates to the database, see Adding Certificates to the Database.


or
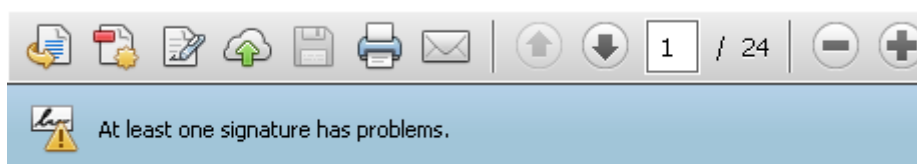
This icon appears only the first time before adding the RBA certificate to the certificate database. Each time when you receive a new Solvency Statement in this way, the document will be marked in one of the following ways:

! **Pen and check mark** indicate that the document has been found in the database, the electronic signature is valid and the document has not been modified after it was signed. To check the validity of the certificate, see «Certificate Attributes» as well. This document can be considered valid.
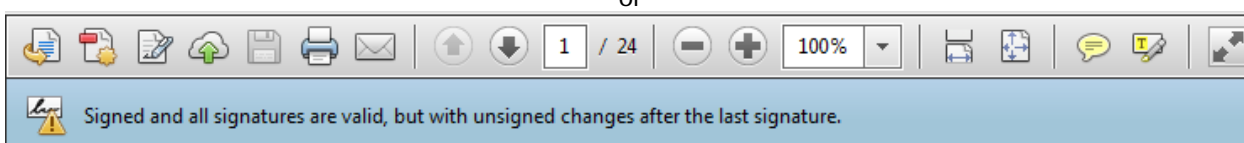

or
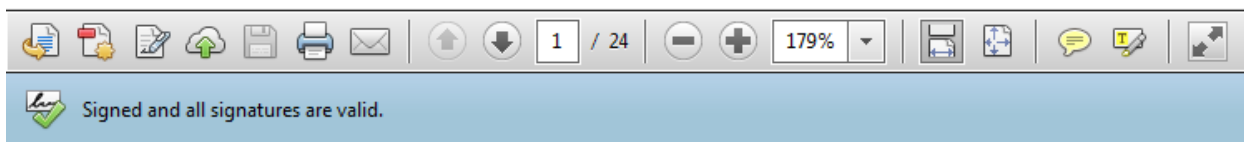
! Check mark and warning sign indicate that the document has been modified after it was electronically signed. For details see «Invalid Document». This document can be considered invalid.

Elektronički potpisao idirekt.rba.hr: 10.03.2014. 13:24:01
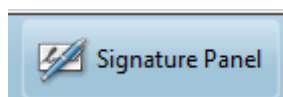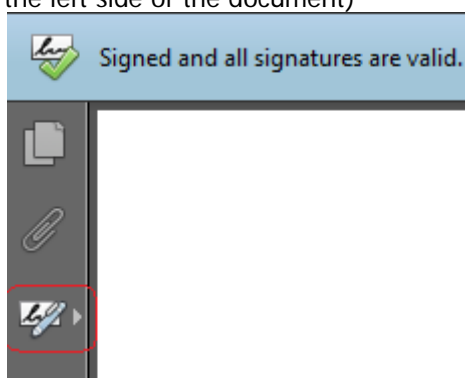
or

Details can be also checked through action (newer versions of Adobe Acrobat):
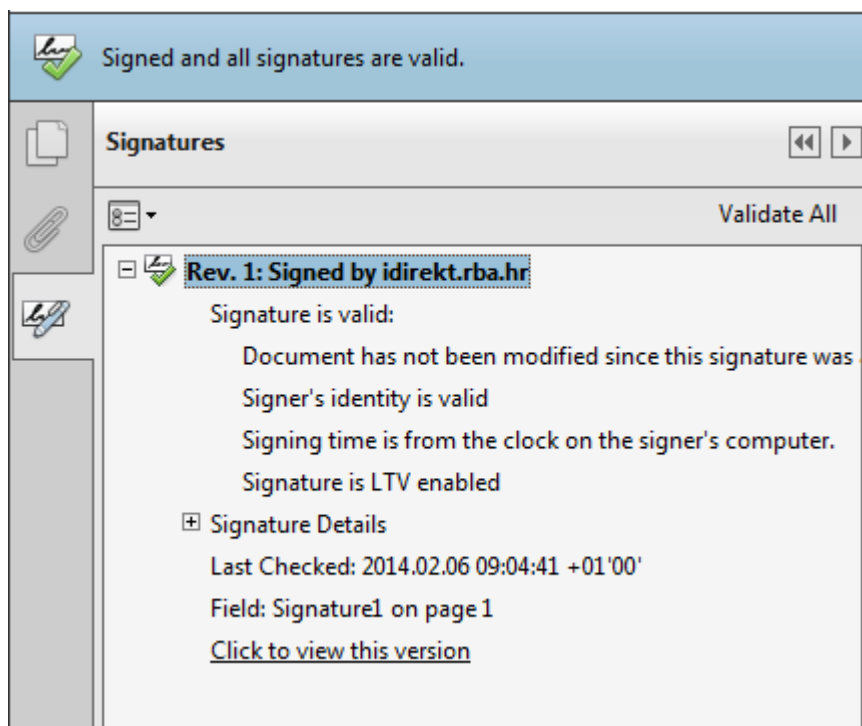
-   Signature Panel (toolbar action on the upper right corner of the document)

-   Signatures (toolbar action on the left side of the document)

after which an additional window with the details of signatures opens

ADDING CERTIFICATES TO THE DATABASE

To add the certificate to the database, click the left mouse button on the icon next to the signature. On window 'Signature Validation Status', select 'Signature Properties'.
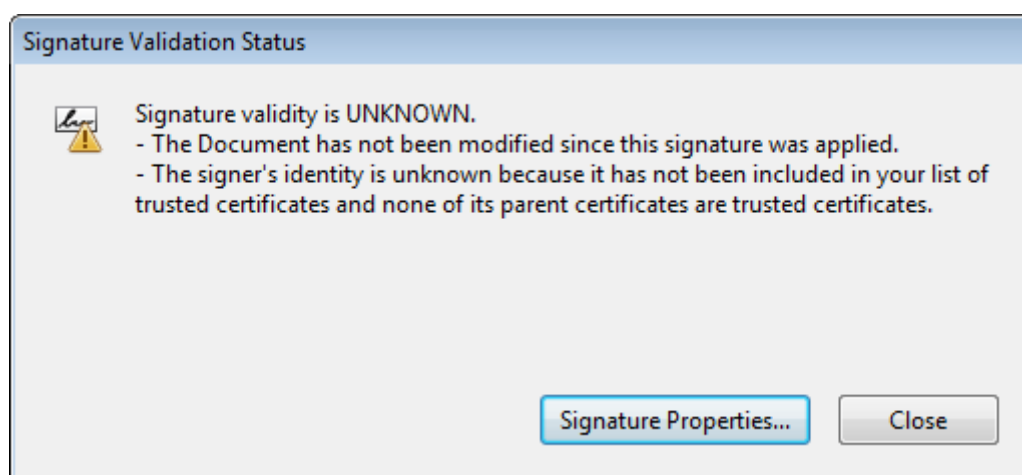
The basic information on electronic signature can be seen on the screen 'Signature Properties'.
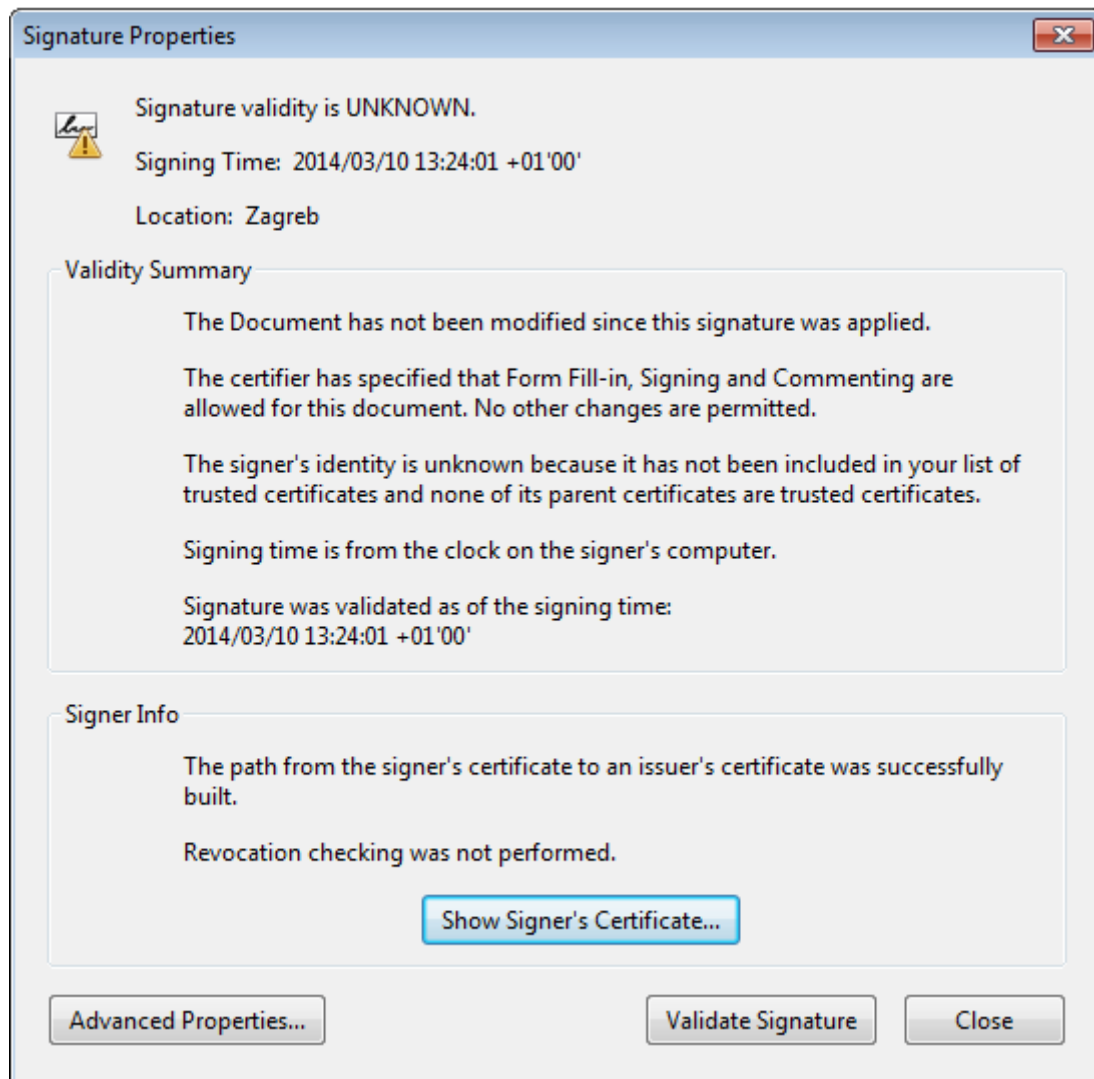
When adding certificates to the database it is necessary to check the certificate attributes by selecting the action 'Show Signer's Certificate...'.

Signature Properties

Signature validity is UNKNOWN.

Signing Time: 2014/03/10 13:24:01 +01'00'

Location: Zagreb

Validity Summary

The Document has not been modified since this signature was applied.

The certifier has specified that Form Fill-in, Signing and Commenting are allowed for this document. No other changes are permitted.

The signer's identity is unknown because it has not been included in your list of trusted certificates and none of its parent certificates are trusted certificates.

Signing time is from the clock on the signer's computer.
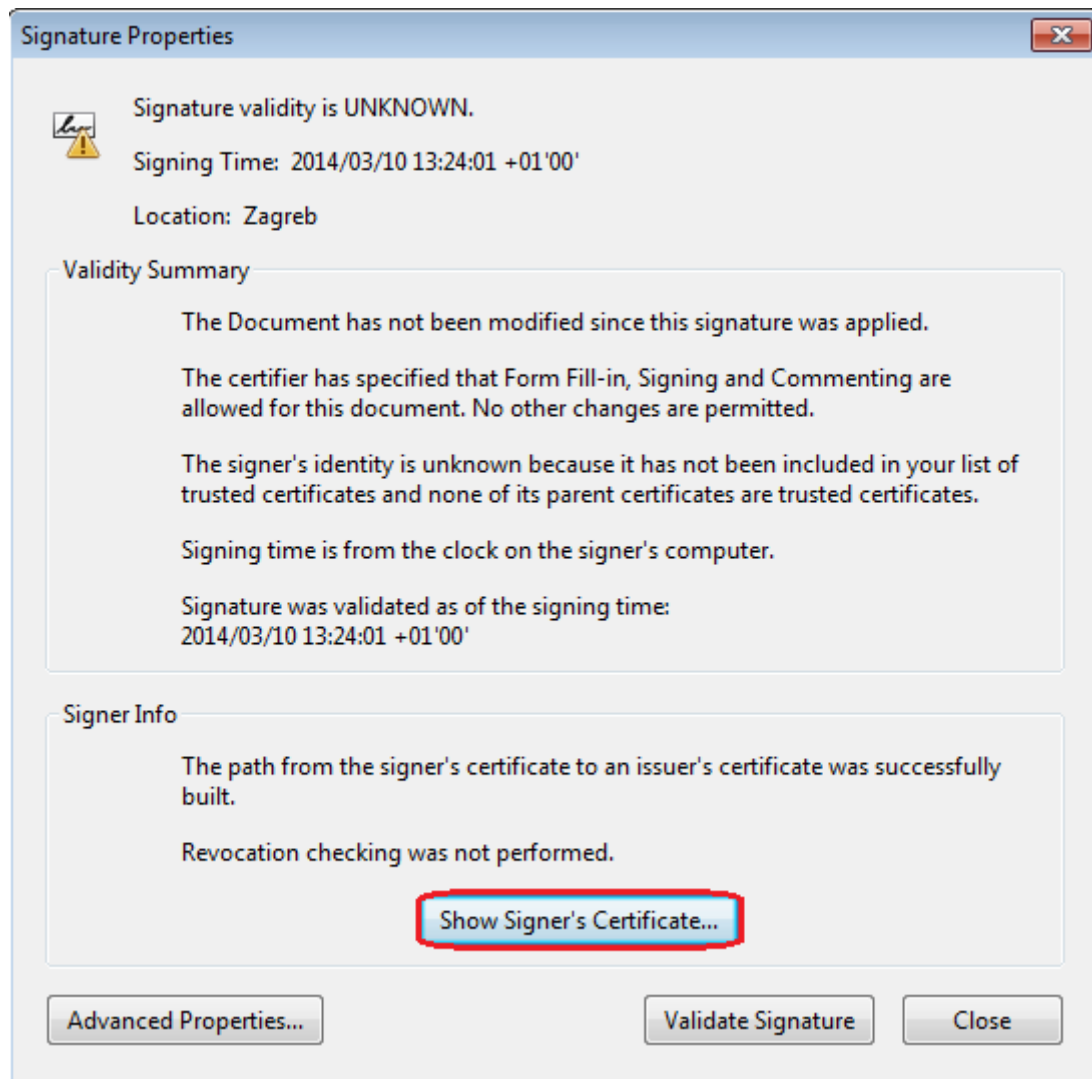
Signature was validated as of the signing time:
2014/03/10 13:24:01 +01'00'

Signer Info

The path from the signer's certificate to an issuer's certificate was successfully built.

Revocation checking was not performed.

Show Signer's Certificate...

Advanced Properties...   Validate Signature   Close

After checking the details, the certificate should be added to the certificate database.
On certificate details select tab 'Trust ', and action 'Add to Trusted Certificates'.
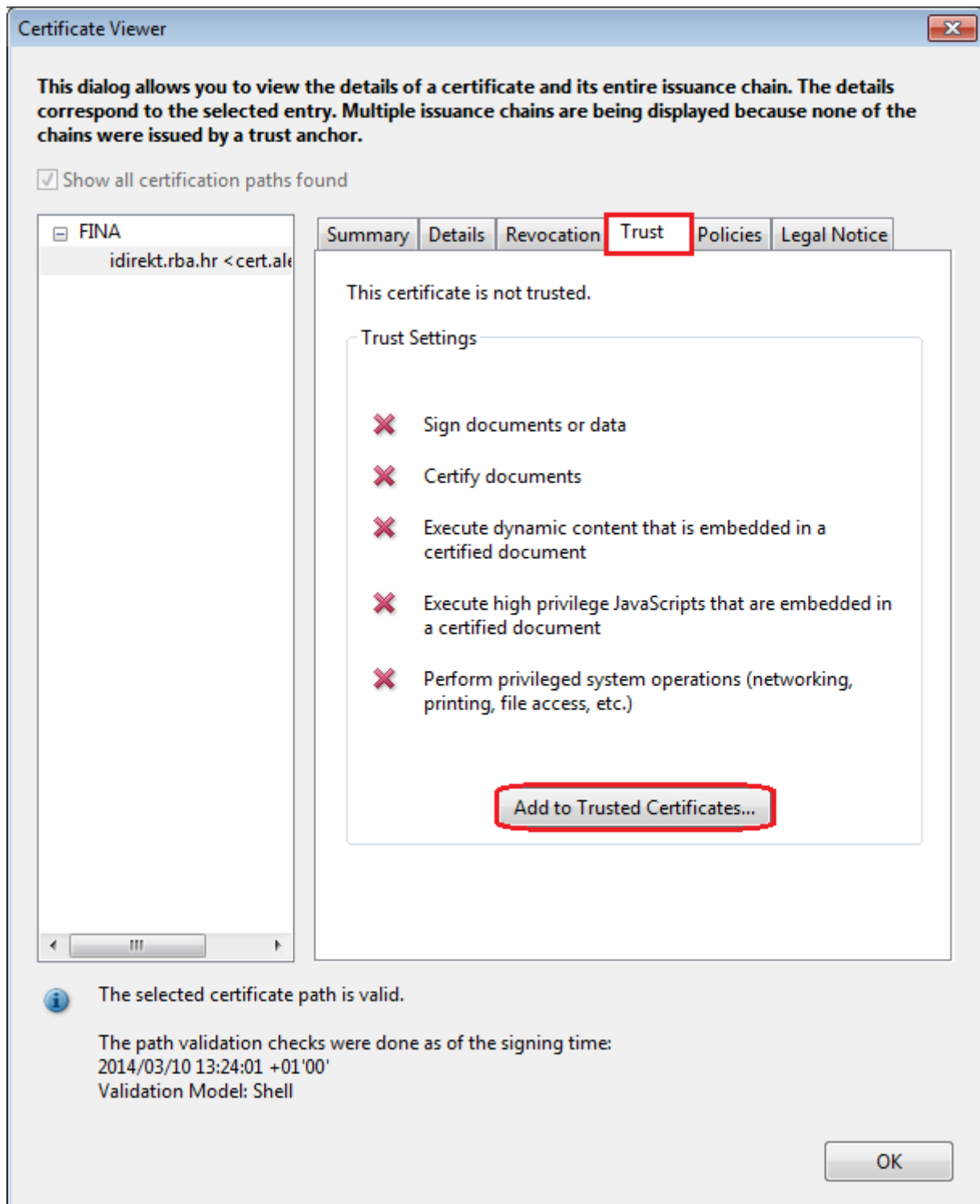
Acrobat Security window opens.
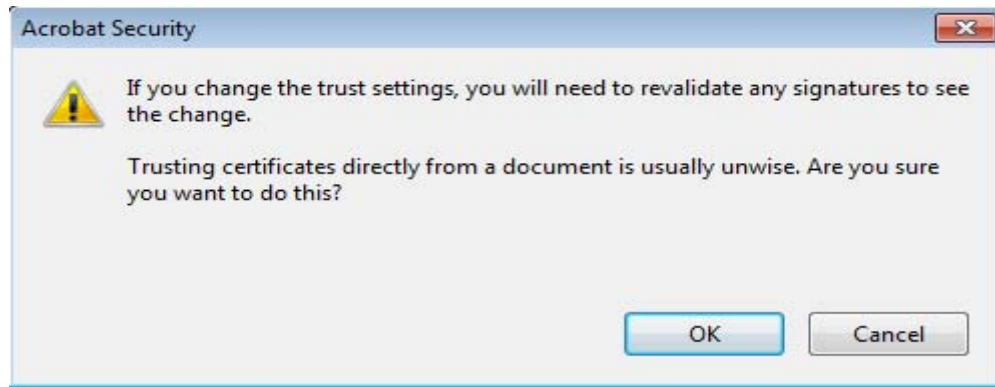
If the certificate details are correct, confirm adding of certificates by selecting OK, on screen 'Import Contact Settings' mark checkbox 'Signed documents or data' (if it is not already checked), and select OK.
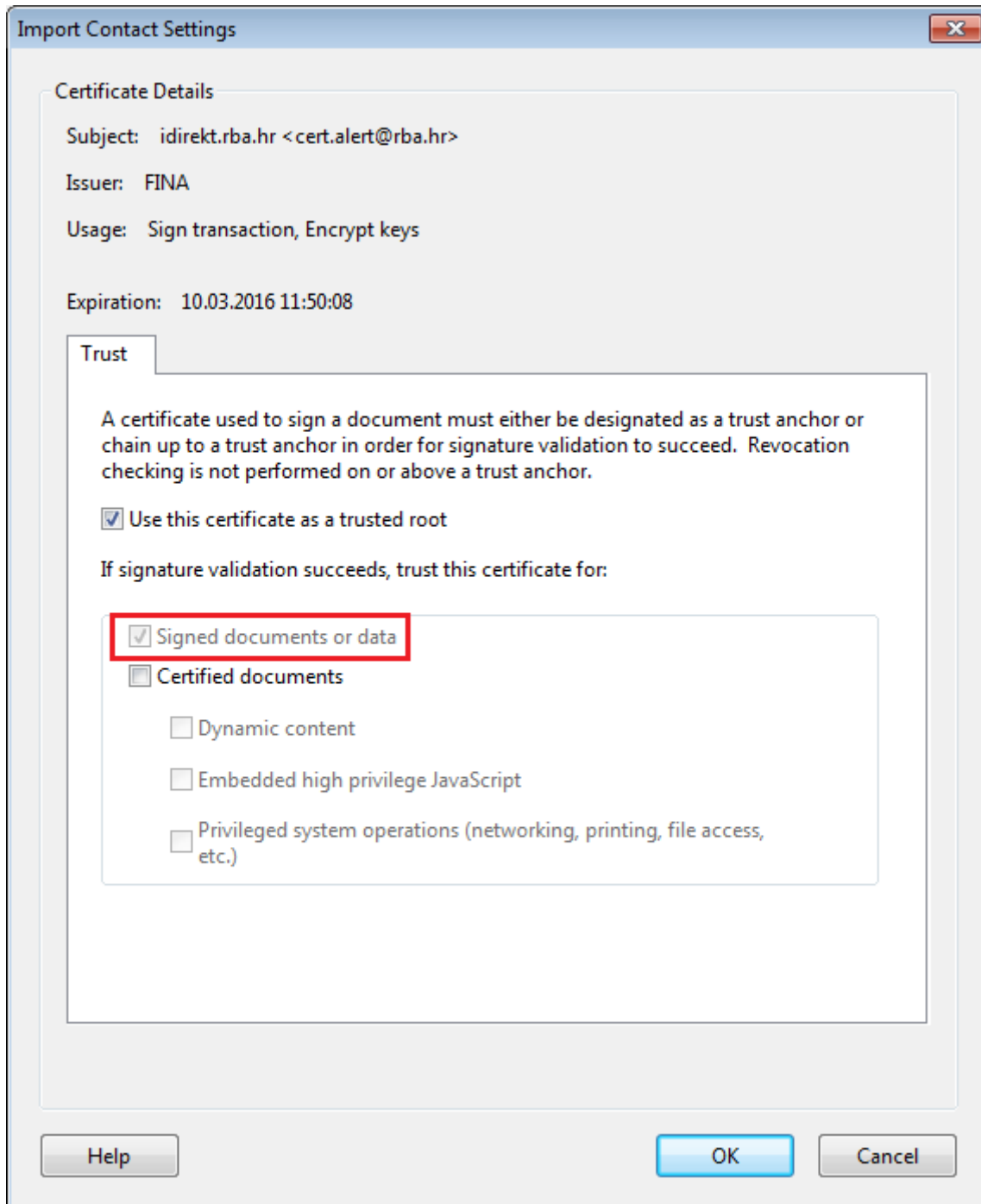
It is necessary to run the signature verification on screen 'Signature Properties' by selecting 'Validate Signature'.

Signature Properties

Signature validity is UNKNOWN.

Signing Time: 2014/03/10 13:24:01 +01'00'

Location: Zagreb

Validity Summary

The Document has not been modified since this signature was applied.

The certifier has specified that Form Fill-in, Signing and Commenting are allowed for this document. No other changes are permitted.

The signer's identity is unknown because it has not been included in your list of trusted certificates and none of its parent certificates are trusted certificates.

Signing time is from the clock on the signer's computer.

Signature was validated as of the signing time: 2014/03/10 13:24:01 +01'00'

Signer Info

The path from the signer's certificate to an issuer's certificate was successfully built.

Revocation checking was not performed.

Show Signer's Certificate...

Advanced Properties... | Validate Signature | Close

Signature status is changed from 'UNKNOW' to 'VALID'.

Signature Validation Status

Signature is VALID, signed by idirekt.rba.hr.
- The Document has not been modified since this signature was applied.
- The signer's identity is valid.

Signature Properties... | Close

CERTIFICATE ATTRIBUTES
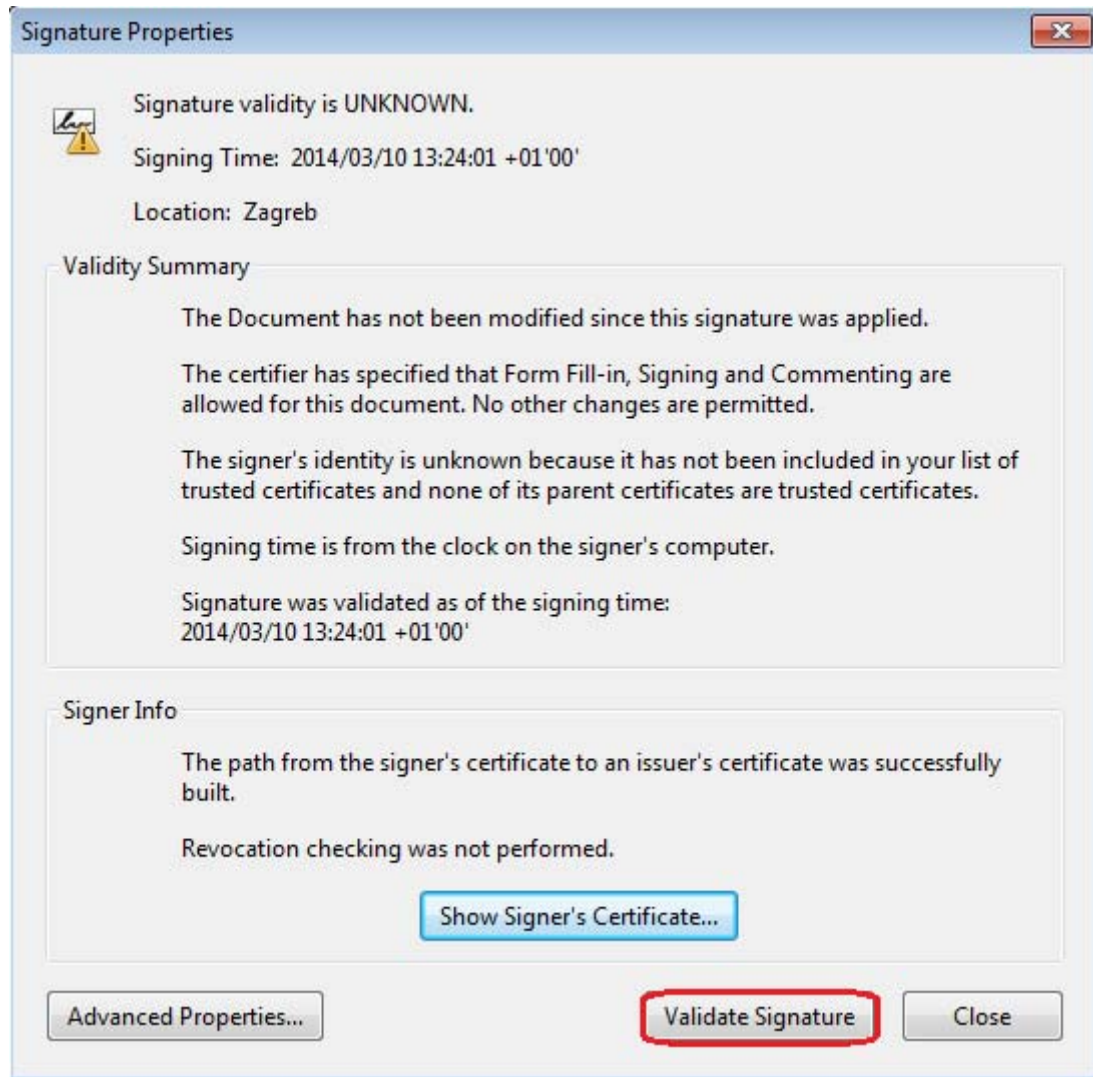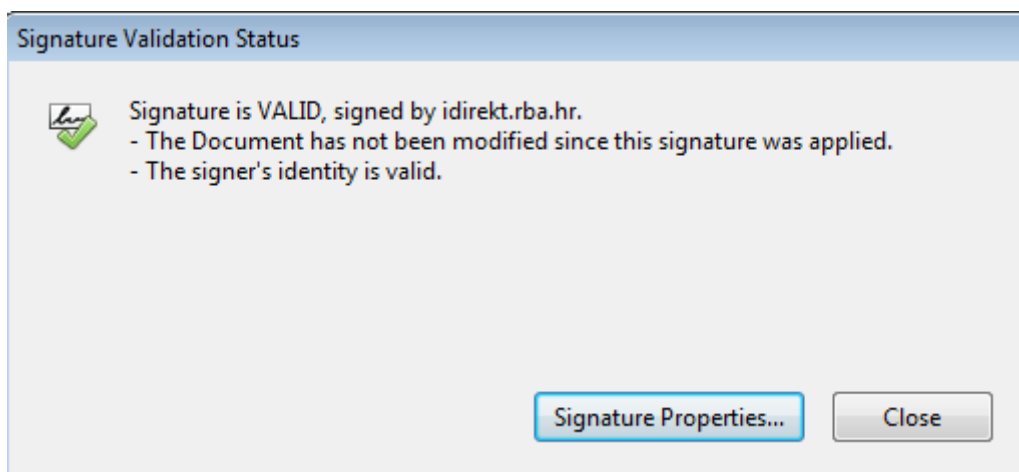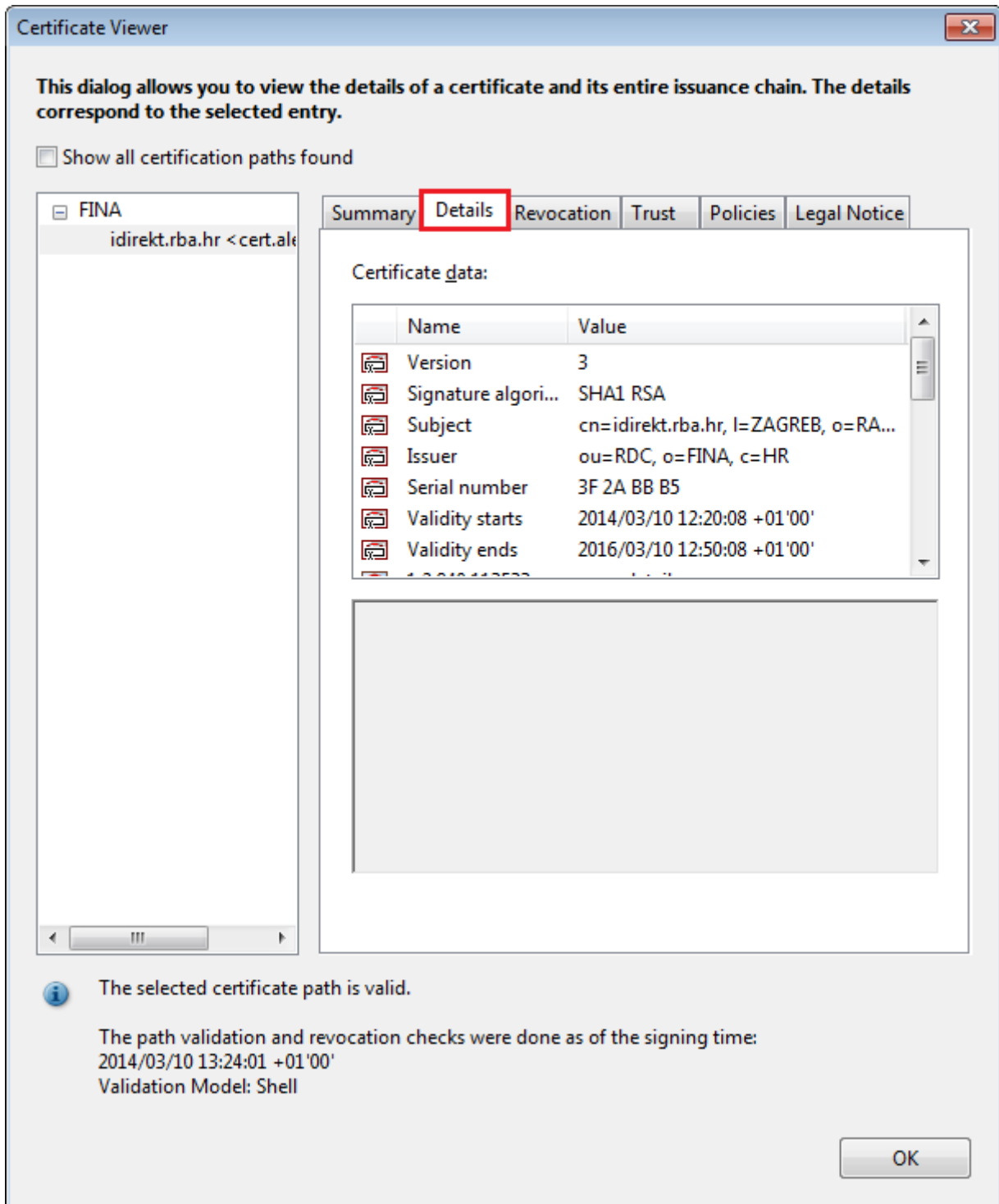
By selecting the action 'Show Signer's Certificate...' on the window 'Signature Properties', the window 'Certificate Viewer' appears, under tab 'Details' are shown certificate details.
When checking the details it is especially important to check all fields in the certificate, so you could make sure that the certificate is valid.

INVALID DOCUMENT

Document is not valid if the electronic signature is invalid or if the document has been modified after it was signed. By clicking the left mouse button on the icon next to the signature, the screen with a warning note will appear, indicating that the document is invalid.
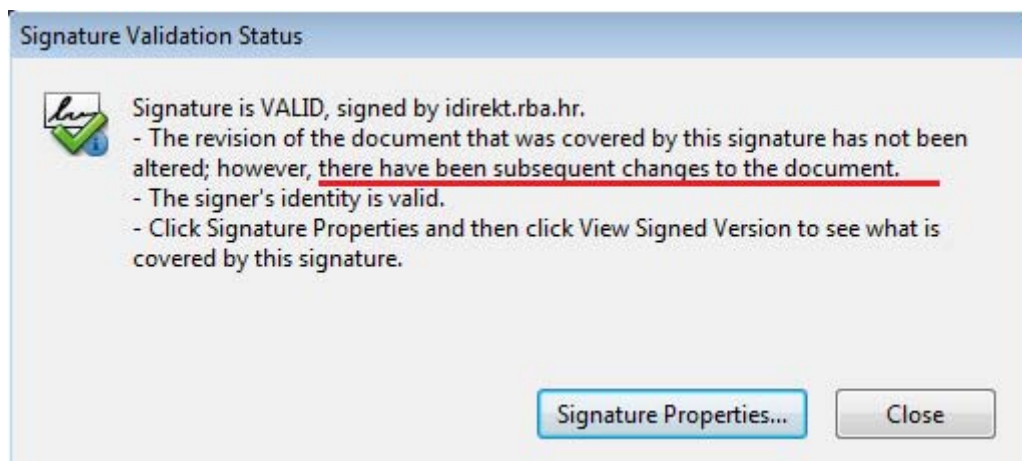
Through action 'Signature Panel' (toolbar action on the upper right corner of the document)
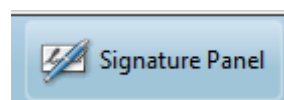
details of the signature are opened (on the left side of the document) where you can check how many times the document was modified, after the electronic signature was applied.