

# **E-GUARANTEE**

# VALIDATION OF ELECTRONIC SIGNATURE

# ▶ SIGNATURES CORRECTNESS CHECK

I. Open the file with Bank Millennium's e-guarantee in Adobe Reader. To validate the signature click on the Signature Panel button.

| File Edit View Window Help               |                                |
|--|--------------------------------|
| Home Tools 86200020004567 ×              |                                |
| B ↔ ■ ⊠ Q 0 ⊕ 1 /1                       | 9 L                            |
| Leo Signed and all signatures are valid. | 🗞 Signature Panel              |
| D L L L L L L L L L L L L L L L L L L L  |                                |
| 0  | /VIIIennium<br><sub>bank</sub> |
| Ċ.                                       |                                |
|  |                                |

#### 2. Select the command Validate All.

| File Ed      | it View Window Help                                       |
|--------------|---|
| Hom          | e Tools 86200020004567 ×                                  |
| B            | A   |
| <u>لی</u> Si | ined and all signatures are valid.                        |
| ß            | Signatures X  |
| 0            | EE ← Validate All   |
| Ó.           | > 🚣 Rev. 1: Signed by Name, Surname ; Bank Millennium SA  |
|              | 1 Miscellaneous Change(s)                                 |
|              | > Arev. 2: Signed by Name, Surname ; Bank Millennium S.A. |

3. Now a message confirming validation of all signatures will appear – click OK button.



4. A message that validation of all signatures has been completed will appear – click OK button.



5. Now information about the company which signed the e-guarantee document will be displayed. This will be the name and surname of a Bank's employee authorised to sign e-guarantees and the name Bank Millennium SA. The e-guarantee document shall be signed by two authorised representatives of the Bank. Signature details, including certificate validity and serial number, shall be displayed after the Certificate Details command has been selected.



6. To check if the e-guarantee document is genuine you must additionally verify if certificates used for signing the e-guarantee are correct and valid (as of the day of signing the e-guarantee). Compare the certificate serial number in the Details bookmark with the certificate serial number shown on the list of the Bank's representatives authorised to sign e-guarantees, available on Bank Millennium's website.

| TUM QCA                            | Summary  | Details   | Revocation                                | Trust  | Policies   | Legal Notice   |               |
|------------------------------------|----------|---|---|--|--|--|---------------|
| <b>lame, Surname,</b> Bank Milleni | Certific | ate <u>d</u> ata:   |   |  |  |  |               |
|                                    |          | Name<br>/ersion<br>Signature<br>Subject<br>ssuer<br>Serial num<br>/alidity sta<br>/alidity en | algorit S<br>o<br>nber S<br>arts 2<br>ids | /alue<br>5HA1 RSA<br>=PL, st=r<br>n=CERTU<br>E 99 C6 0<br>017/06/0<br>019/06/0 | nazowieck<br>I <u>M QCA, o</u><br>D FB 2D B9<br>7 12:41:31<br>7 12:41:31 | ie, I=Warszawa,<br><u>=Asseco Data Sy</u><br>1 <mark>7C 74 CC EA 3E</mark><br>+02'00'<br>+02'00' | p<br>/st<br>3 |
|                                    | 5E 99 (  | 00 FB 2   | 2D B9 7C 74 (                             | CC EA 3E 3   | 3 <b>A</b> 62 45 27  |  |               |

2017/11/03 14:00:31 +02'00'

Validation Model: Shell

## UPDATE OF CERTIFICATES

If Adobe Reader informs you about problems with validation of the signature or certificates used in the validation process, update certificates from the Adobe server. In such a situation follow the instructions displayed by the system when opening the e-guarantee document:

## **Trusted Certificates Update**



Would you like to install them?

### ☑ In the future install automatically



×

#### or follow these instructions:

I. In the upper menu click on Edit and then select Preferences.

| File  | Edit View Window Help                |            |
|-------|--------------------------------------|------------|
| Но    | 5 <u>U</u> ndo Ctrl+                 |            |
| E     | C Redo Shift+Ctrl+                   |            |
| R.    | Cu <u>t</u> Ctrl+                    | A compared |
| -0    | E Copy Ctrl+                         |            |
| ſĽ    | E Paste Ctrl+                        | ^<br>^     |
| C     | Delete                               | Millennium |
| ~     | Select All Ctrl+                     | bank       |
| Chan. | Deselect All Shift+Ctrl+             |            |
|       | Copy File to Clip <u>b</u> oard      |            |
|       | Take a Snapshot                      |            |
|       | Chec <u>k</u> Spelling ►             |            |
|       | Look Up Selected Word                |            |
| -     | Q Eind Ctrl+                         |            |
|       | Ad <u>v</u> anced Search Shift+Ctrl+ |            |
|       | Protection +                         |            |
|       | Accessibility +                      |            |
|       | <u>M</u> anage Tools                 |            |
|       | Prefere <u>n</u> ces Ctrl+           |            |
| L     |                                      |            |

- 2. The Preferences window will appear. Select Trust Manager from the Categories table.
- 3. Next click on Update Now button in the Automatic European Union Trusted Lists (EUTL) updates section.

| Preferences               |   | × |
|---------------------------|---|---|
| Categories:               | Trust Manager   |   |
| Commenting                | PDF File Attachments  |   |
| Documents                 | Allow country of your DDS file attractionate with external countrications         |   |
| Full Screen               | Allow opening of non-PDF nie attachments with external applications               |   |
| General                   | Rectore the default list of allowed and disallowed file attachment types: Rectore |   |
| Page Display              |   |   |
| 3D & Multimedia           | Internet Access from PDF Files outside the web browser                            |   |
| Accessibility             | Unless explicitly permitted. PDF files cannot send information to the Internet.   |   |
| Adobe Online Services     |   |   |
| Email Accounts            | Change Settings   |   |
| Forms                     |   |   |
| Identity                  | Automatic Adobe Approved Trust List (AATL) undate:                                |   |
| Internet                  | Automate Autore Approved (10): EBC (ARE) appares                                  |   |
| JavaScript                | Load trusted certificates from an Adobe AATL server                               |   |
| Language                  |   |   |
| Measuring (2D)            | Ask before updating Update Now  |   |
| Measuring (3D)            |   |   |
| Measuring (Geo)           | Automatic European Union Trusted Lists (EUTL) updates                             |   |
| Multimedia (legacy)       |   |   |
| Multimedia Trust (legacy) | ✓ Load trusted certificates from an Adobe EUTL server                             |   |
| Reading                   |   |   |
| Reviewing                 | Ask before updating Update Now  |   |
| Search                    |   |   |
| Security                  | Halp  |   |
| Security (Enhanced)       | · · · · · ·   |   |
| Signatures                |   |   |
| Spelling                  |   |   |
| Tracker                   |   |   |
| Trust Manager 🗸 🗸         |   |   |

4. Now the Trusted Certificates Update window will appear – click OK button.

| Trusted | Certificates Update  | × |
|---------|--|---|
| 2       | Trusted Certificates, which improve your experience with<br>signed documents, are available for download |   |
|         | Would you like to install them?  |   |
| H       | 1elp OK Cancel   |   |

5. An update successful message will be displayed – click OK button.

| OK |
|----|
|    |

6. Now close the Preferences window and validate signatures again in the Signature Panel.

#### NOTE!

In case of failure do not add such a certificate manually to the trusted certificates, even if the issuer suggests this solution to the problem.

