



Download, Install, Export or Import a VeriSign Production Digital Certificate for Market System Access

Table of Contents

DOCUMENT CONTROL	3
1. DOCUMENT HISTORY	3
2. OBJECTIVE	3
3. OBTAIN AND INSTALL VERISIGN PRODUCTION DIGITAL (PRIVATE) CERTIFICATE	3
4. CHECK THE LOCATION/INSTALLATION OF YOUR NEW CERT.....	6
5. EXPORT VERISIGN PRODUCTION DIGITAL (PRIVATE) CERTIFICATE	7
6. IMPORT VERISIGN PRODUCTION DIGITAL (PRIVATE) CERTIFICATE	9
APPENDIX 1. DOWNLOAD CERTIFICATE USING IE11	15

DOCUMENT CONTROL

1. DOCUMENT HISTORY

Version	Date	Author	Comment
1.0	14/01/2013	SEMO	
2.0	09/01/2014	SEMO	

2. OBJECTIVE

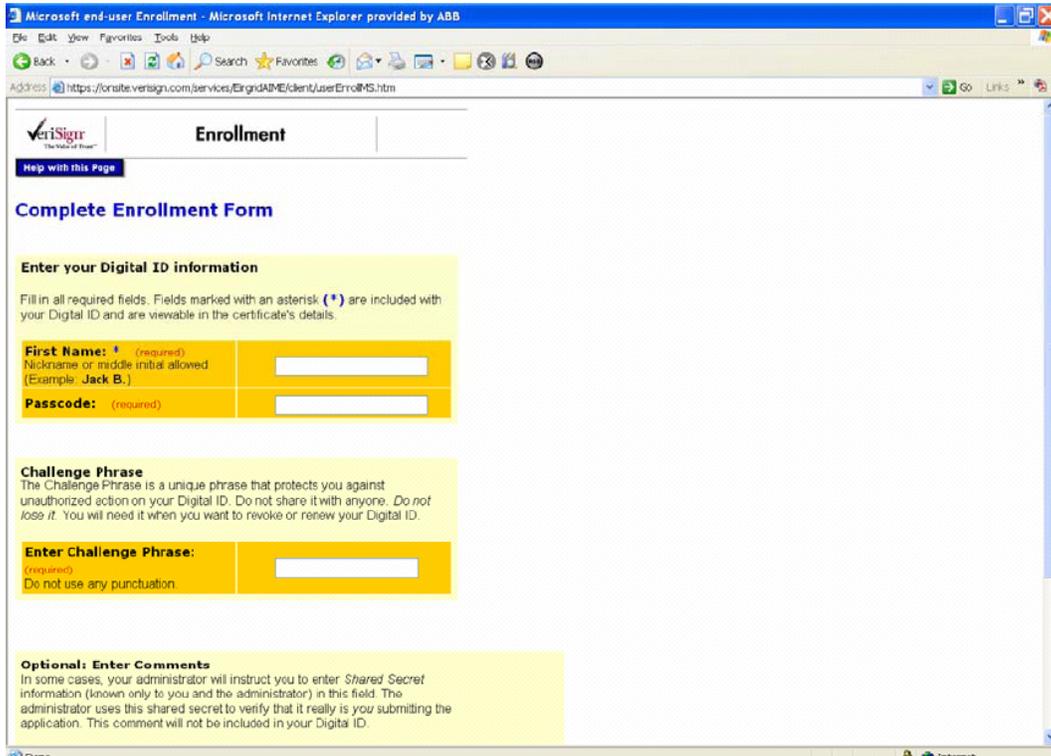
This document outlines the steps to take to:

- 1) Obtain and install your Verisign Production Digital (Private) Certificate
- 2) Check the location/installation of your cert
- 3) Export your Verisign Production Digital (Private) Certificate

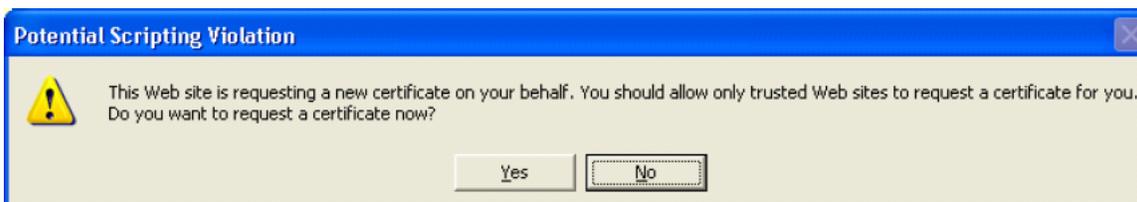
3. OBTAIN AND INSTALL VERISIGN PRODUCTION DIGITAL (PRIVATE) CERTIFICATE

Please note digital cert should not be downloaded via Citrix connections.

- 1) Ensure that you have been issued with your Passcode Information as this is required to download your Verisign Production Digital (Private) Certificate – or simply Digital ID. When you are issued with this information you will be given your *Passcode, First Name* and *Email*
- 2) Browse to:
<https://onsite.verisign.com/services/EirgridAIME/digitalidCenter.htm>
- 3) Click the **ENROLL** link to access the following page:



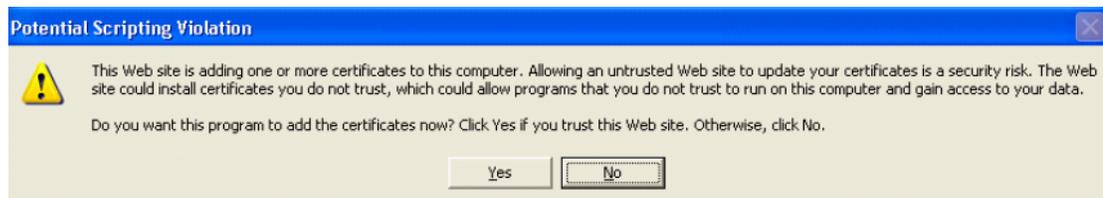
- 4) Complete the *First Name* (e.g. *MAIN_USER@PT_XXXXXX*) and *Passcode* fields (using the information received via email)
- 5) Choose a suitable value to complete the *Enter Challenge Phrase* field – *please make a note of this as it will be required should you need to re-download the certificate.*
- 6) Click the green **Submit** button when all 3 fields have been populated.
- 7) When issued with the following prompt click **Yes**.



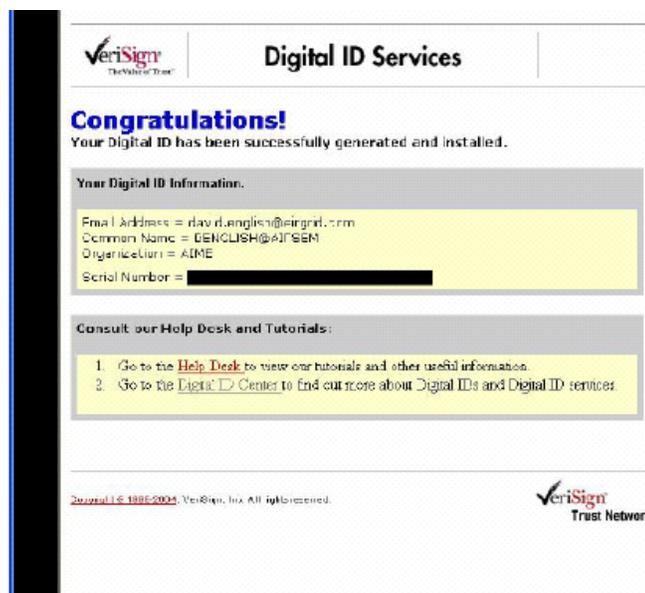
- 8) When issued with the following prompt click **OK**



9) When issued with the following prompt please click **Yes**



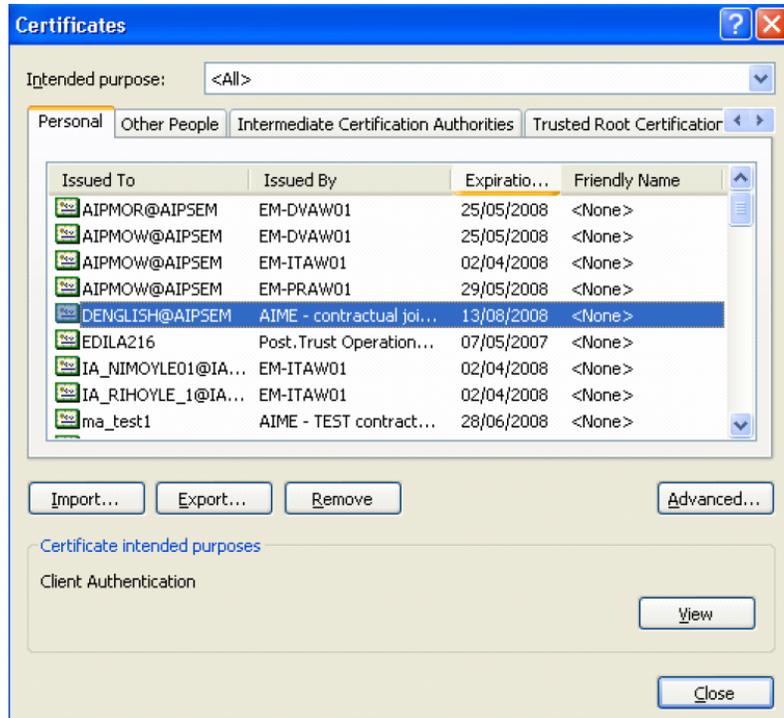
10) You will receive a success message as below – Your digital cert is now installed.



4. CHECK THE LOCATION/INSTALLATION OF YOUR NEW CERT

To check that your new Digital ID is installed in your browser as follows:

- 1) Open Internet Explorer
- 2) Click **Tools > Internet Options > Content > Certificates**
- 3) Click **Personal** tab - you should see an entry as below

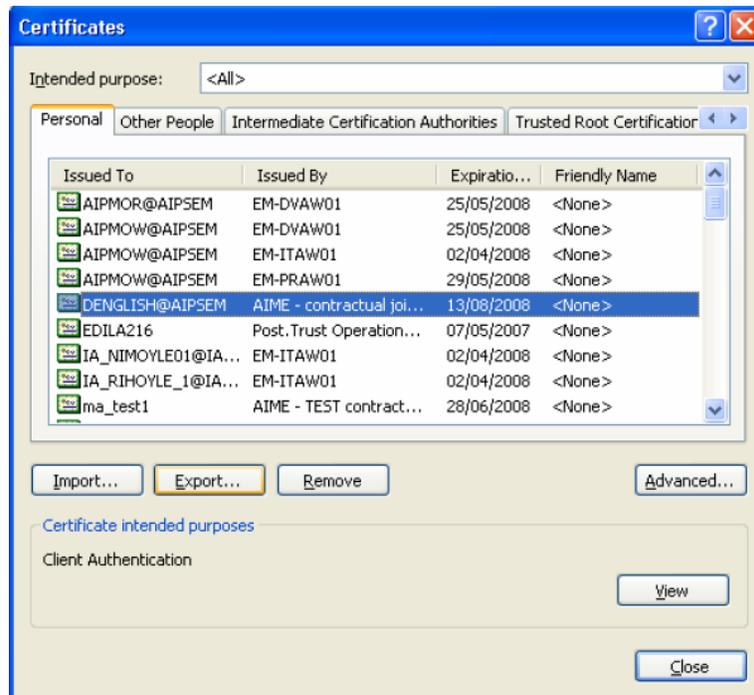


- 4) Check that the **Issued By** field reads: AIME – contractual joint venture between Eirgrid and SONI.
- 5) The **Expiration Date** field should read the current date plus 1 year.
- 6) Click on the **Intermediate Certification Authorities** tab and confirm the list has been updated as follows: **xxx**

5. EXPORT VERISIGN PRODUCTION DIGITAL (PRIVATE) CERTIFICATE

This process is to be followed should you want to use your digital cert on a different computer, or if you wish to 'Sign Data' in the Market Participant Interface.

- 1) Open **Internet Explorer**
- 2) Click on **Tools, Internet Options**
- 3) Click on the tab **Content**
- 4) Click on the button **Certificates**
- 5) Click **Personal** tab
- 6) Select your digital cert and click the **Export** button



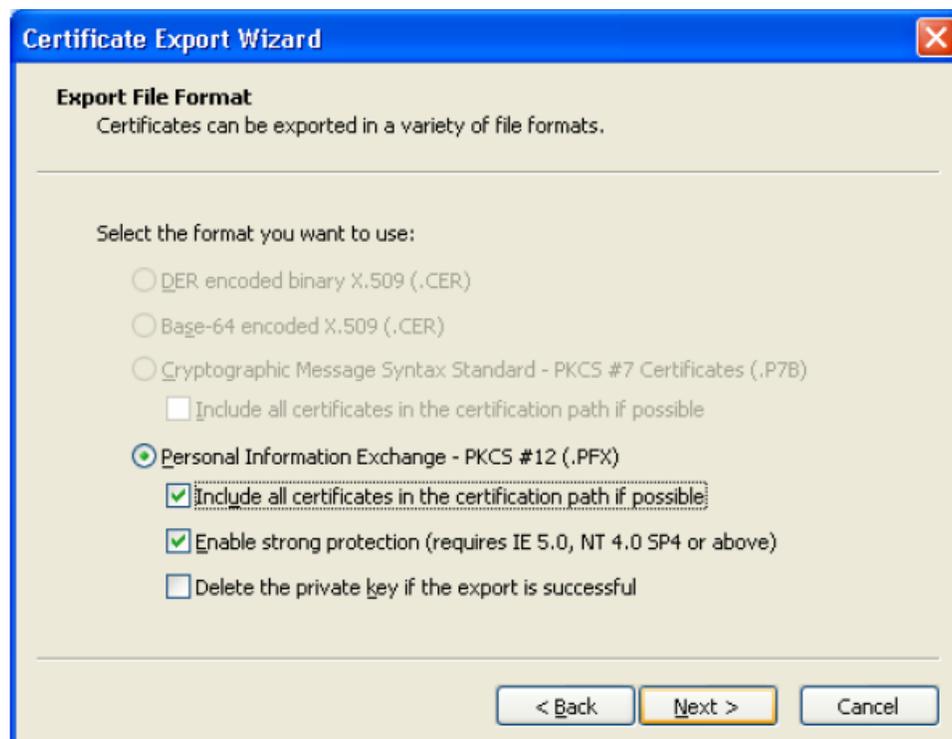
- 7) Click the **Next** button from the following screen



8) Click the following option and click **Next**



9) Ensure that you select the following options and click **Next**



10) Specify a password as below and then click the **Next** button

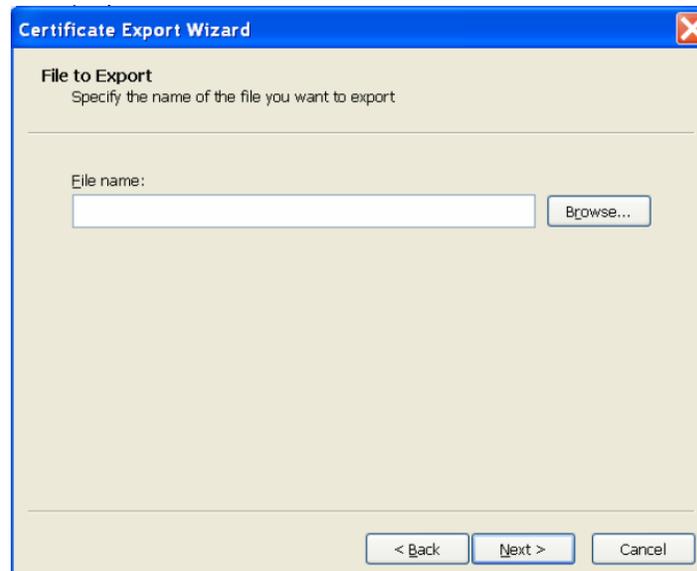
NOTE – You will need to remember this password for use in the MPI



The screenshot shows the 'Certificate Export Wizard' dialog box, specifically the 'Password' step. The title bar reads 'Certificate Export Wizard'. Below the title, the text says 'Password' and 'To maintain security, you must protect the private key by using a password.' The main area contains the instruction 'Type and confirm a password.' followed by two input fields: 'Password:' and 'Confirm password:'. Both fields contain six asterisks (*****). At the bottom right, there are three buttons: '< Back', 'Next >', and 'Cancel'.

11) Please specify the **File Name** as below

To avoid confusion this File Name should match the "Issued To" field of the Digital Certificate e.g. DENGLISH@AIPSEM or JBLOGGS@PT_XXXXXX



The screenshot shows the 'Certificate Export Wizard' dialog box, specifically the 'File to Export' step. The title bar reads 'Certificate Export Wizard'. Below the title, the text says 'File to Export' and 'Specify the name of the file you want to export.' The main area contains the label 'File name:' followed by a text input field and a 'Browse...' button. At the bottom right, there are three buttons: '< Back', 'Next >', and 'Cancel'.

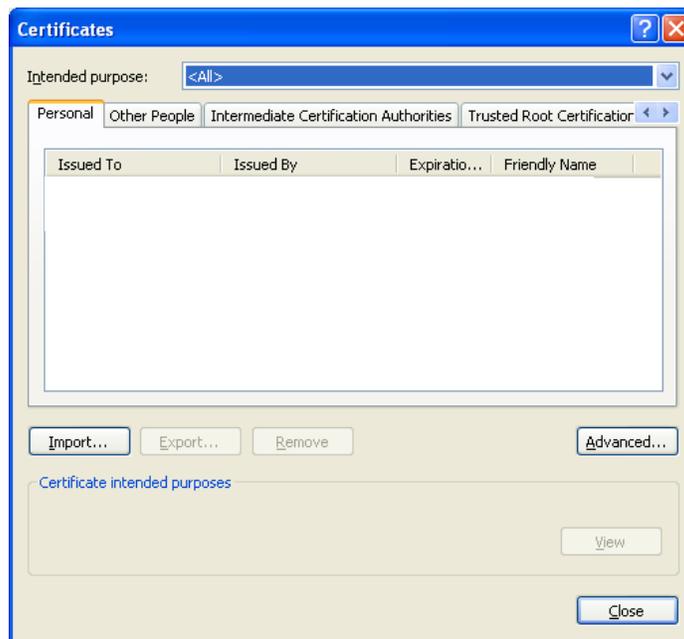
12) Click **Browse** and save the digital cert to your Personal drive or to a USB stick – click **Next**

13) Click the **Finish** button to complete the export

6. IMPORT VERISIGN PRODUCTION DIGITAL (PRIVATE) CERTIFICATE

Follow the process below to import a certificate into your internet browser
(Alternatively you can double click on the certificate saved on your local drive and follow the instructions from step 7 onwards):

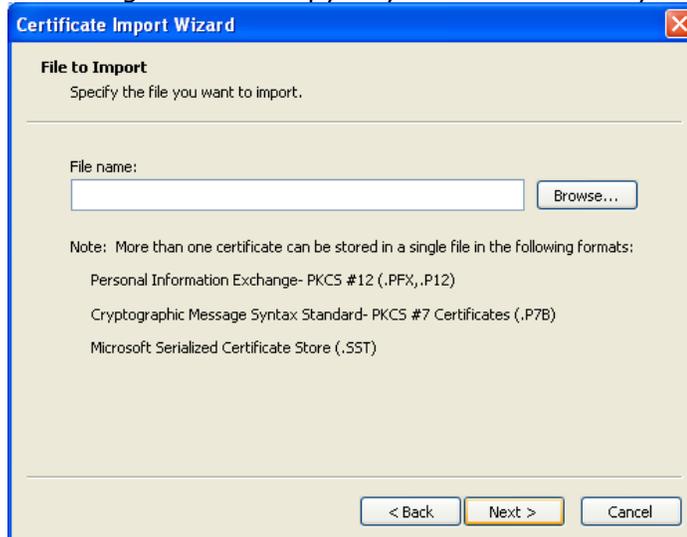
- 1) Open **Internet Explorer**
- 2) Click on **Tools, Internet Options**
- 3) Click on the tab **Content**
- 4) Click on the button **Certificates**
- 5) Click **Personal** tab
- 6) Click Import



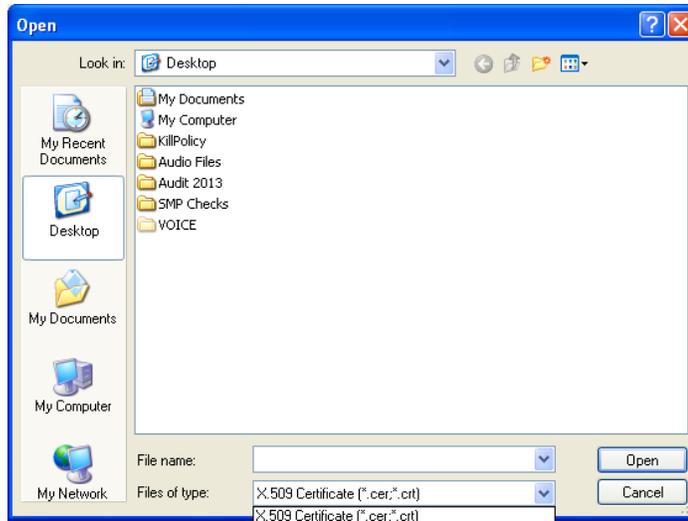
- 7) Click the **Next** button from the following screen



8) Click Browse and navigate to the copy of your certificate on your local drive



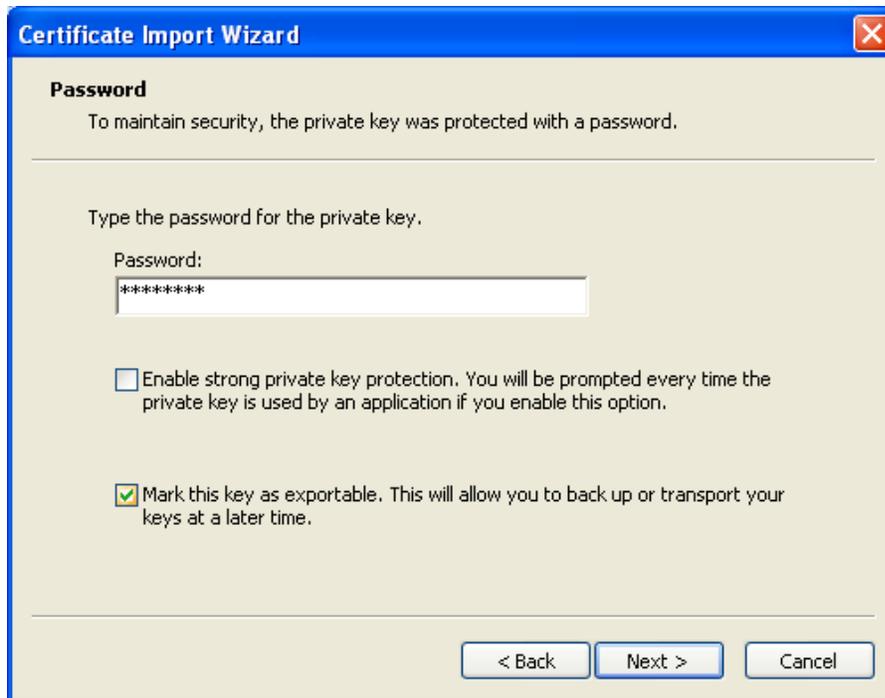
Note, change the Files of Type selection to All Files (*.*)



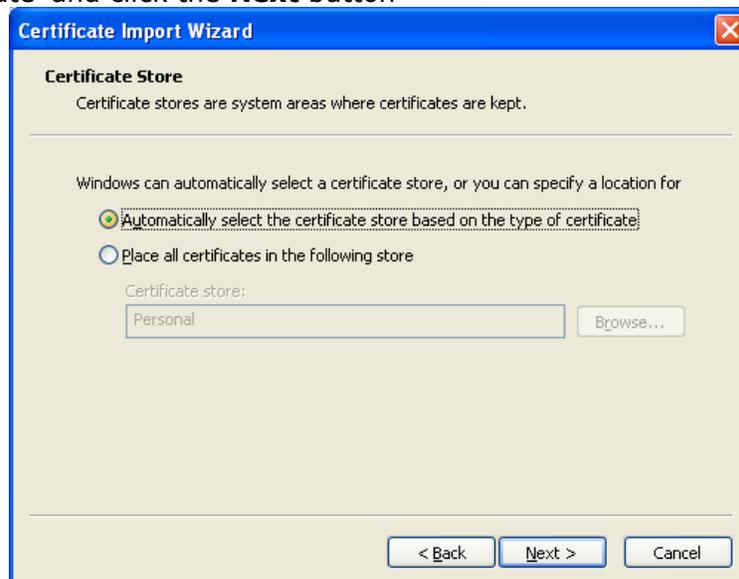
Click Next



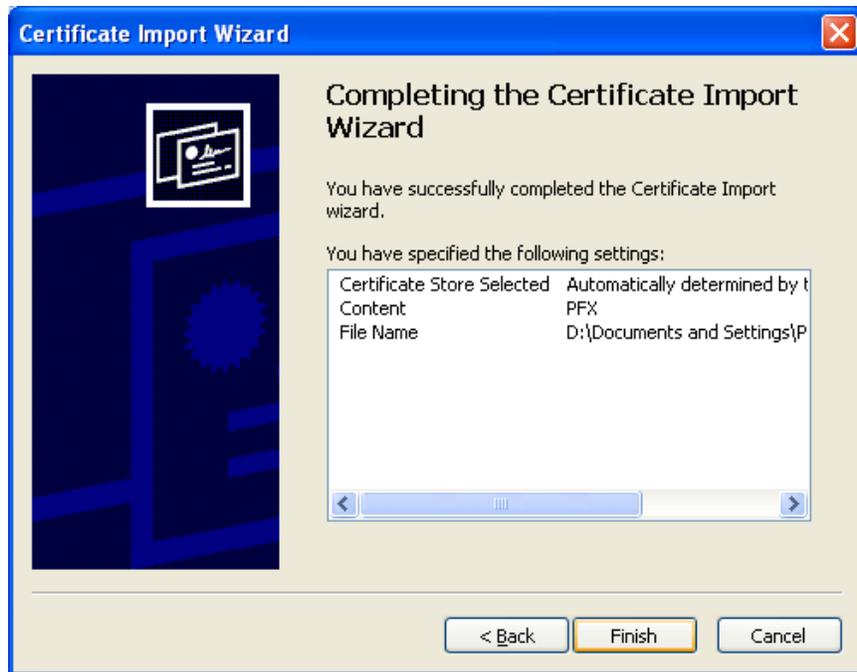
- 9) Enter the password you specified when exporting the copy of the certificate
- 10) Click 'Mark this key as exportable...'
- 11) Click Next



12) Click 'Automatically select the certificate store based on the type of certificate' and click the **Next** button



14) Click **Finish**



- 15) Close & Reopen a new Internet Explorer session
- 16) Navigate to the MPI ..

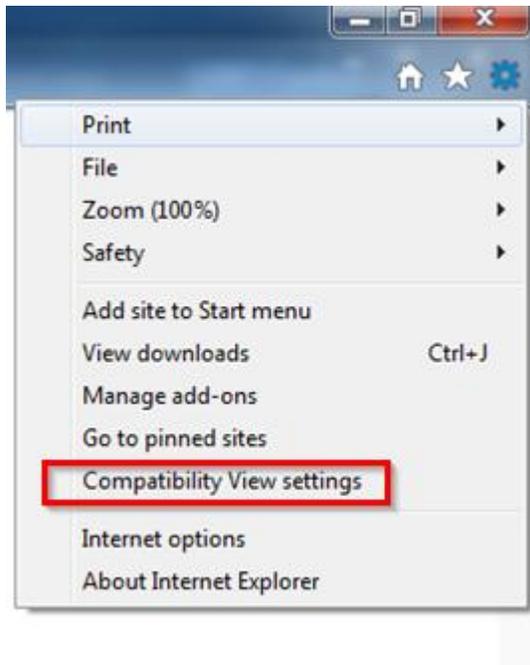
APPENDIX 1. DOWNLOAD CERTIFICATE USING IE11

IE8 is the only browser certified for use with the Central Market Systems. SEMO are unable to provide support or assistance if you are using a browser other than IE8. If you experience issues having downloaded a certificate in a browser other than IE8, please contact the market helpdesk and the certificate can be revoked and a passcode re-issued for the certificate to be downloaded in IE8.

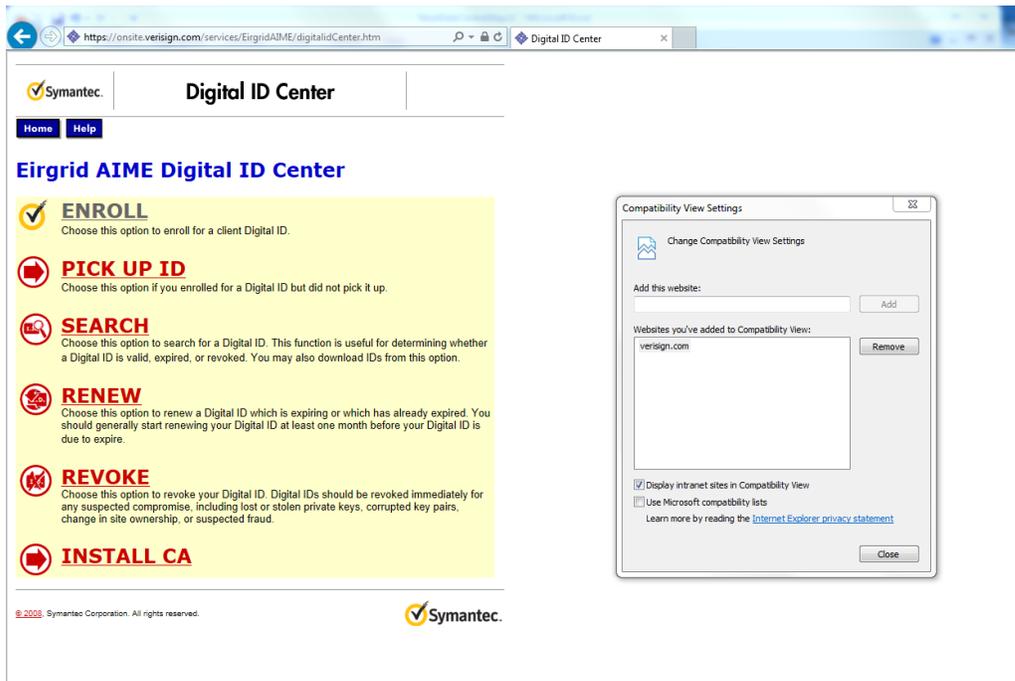
In the event that you need to use IE11 to download a digital certificate, please follow these steps. Please note that SEMO are unable to provide support or assistance if you are using a browser other than IE8 – **The following steps are for informational purposes only.**

1. Load the digital certificate website by clicking on the link supplied by the Market Helpdesk

2. Click on the Tools icon and select Compatibility View Settings.



3. Add the Verisign.com site to the Compatibility View Settings



4. Refresh the webpage and follow the instructions provided to download your digital certificate.