

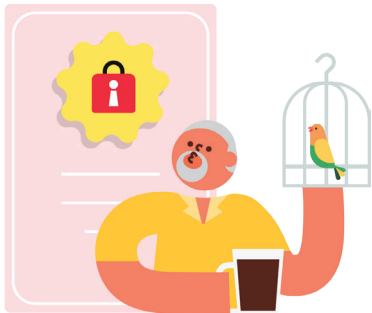
QUICK USER GUIDE

What is Sign with Singpass?



Sign with Singpass allows Singpass users to digitally sign documents such as contracts and other agreements with their Singpass app that contains signing certificates issued by Singapore's National Certification Authority (NCA), Assurity Trusted Solutions Pte. Ltd.

Is digital signing with Sign with Singpass secure?



Using signing certificates issued by the NCA, Sign with Singpass can be used to generate digital signatures that are regarded as Secure Electronic Signatures under Singapore's Electronic Transactions Act. These digital signatures are accorded the presumptions of authenticity and integrity under the Act. With Sign with Singpass, the digital signatures are cryptographically linked to the signer, providing higher accuracy.

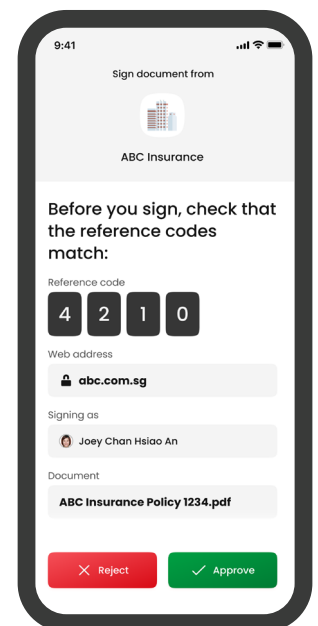
The signed documents are tamper-evident, and if the electronic record is altered, there will be a prompt that the signature is invalid. Multiple users can sign on the same document, and their credentials will be uniquely linked to the document, and identifiable to the signers.

How do I digitally sign a document with my Singpass app?



To digitally sign documents with your Singpass app, follow these steps:

- 1 Use the 'Scan' feature on the app homepage to scan the Singpass QR code* on the document.
- 2 Match the 4-digit reference code displayed on your app screen with that on the document. This ensures you are signing the correct document.
- 3 Verify your identity using your fingerprint, face recognition or passcode, and you are done! You have successfully signed the document with Singpass.



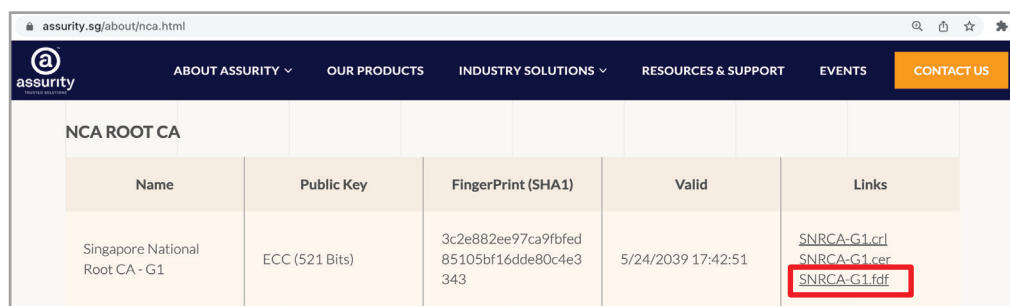
*Note: You will be prompted to add a signing certificate if you do not already have one, or if your current certificate has expired. Follow the on-screen instructions to complete the one-time set up.

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How do I configure Adobe Acrobat Reader to automatically validate the digital signature generated using Sign with Singpass in a signed document?

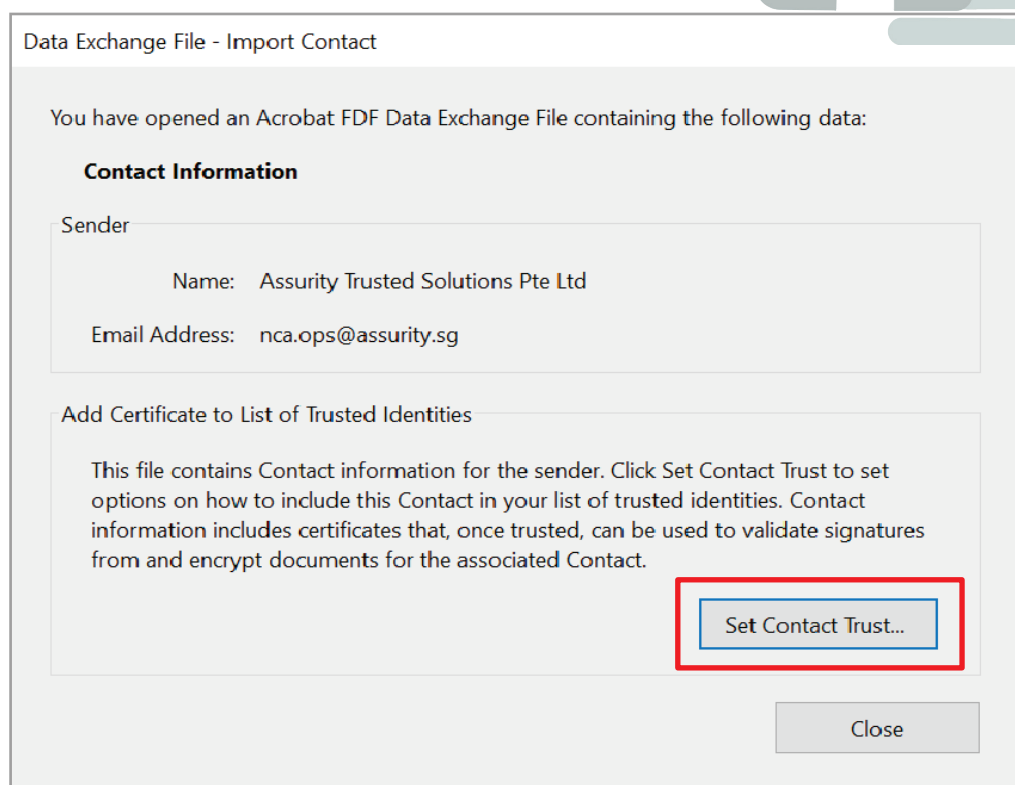
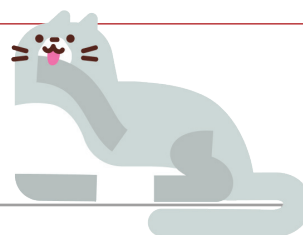
After ensuring that you have the latest Adobe Acrobat Reader installed, follow these steps below to add the NCA Root CA Cert to your Adobe Acrobat Reader's list of trusted identities:

- 1 Download the Singapore NCA Root CA Cert, "SNRCA-G1.fdf", issued by the National Certification Authority. This certificate **must** be obtained from the official website: <https://www.assurity.sg/about/nca.html>



NCA ROOT CA				
Name	Public Key	FingerPrint (SHA1)	Valid	Links
Singapore National Root CA - G1	ECC (521 Bits)	3c2e882ee97ca9fbfed 85105bf16dde80c4e3 343	5/24/2039 17:42:51	SNRCA-G1.crl SNRCA-G1.cer SNRCA-G1.fdf

- 2 Open the downloaded "SNRCA-G1.fdf" file and click "Set Contact Trust"



Data Exchange File - Import Contact

You have opened an Acrobat FDF Data Exchange File containing the following data:

Contact Information

Sender

Name: Assurity Trusted Solutions Pte Ltd

Email Address: nca.ops@assurity.sg

Add Certificate to List of Trusted Identities

This file contains Contact information for the sender. Click Set Contact Trust to set options on how to include this Contact in your list of trusted identities. Contact information includes certificates that, once trusted, can be used to validate signatures from and encrypt documents for the associated Contact.

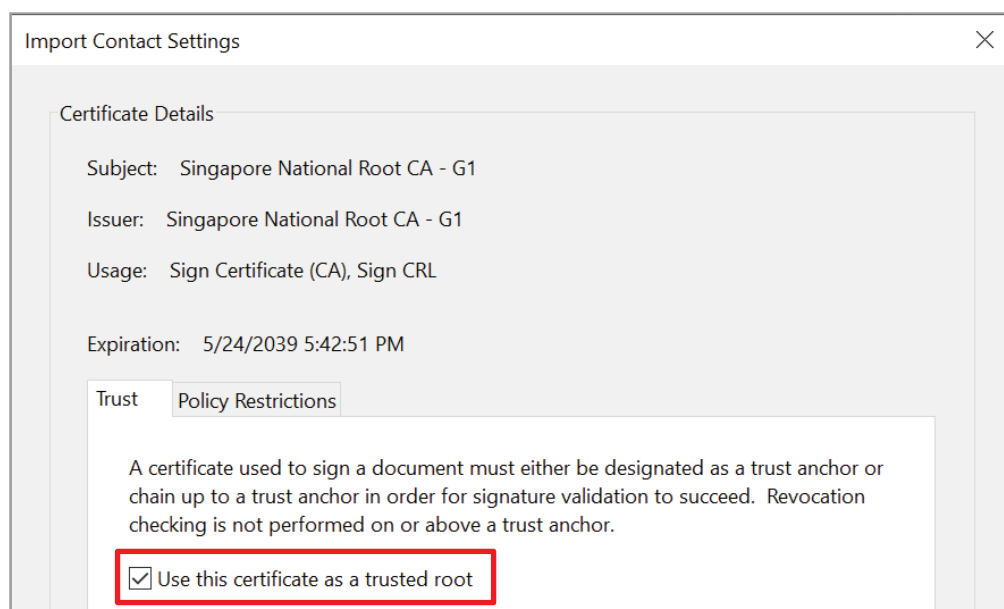
Set Contact Trust...

Close

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How do I configure Adobe Acrobat Reader to automatically validate the digital signature(s) generated using Sign with Singpass in a signed document?

- 3** Check "Use this certificate as a trusted root" and click "OK" to complete the one-time configuration.



- 4** Refer to the Signature Validation Check notification at the top of the document each time you wish to check the integrity of the signed document.

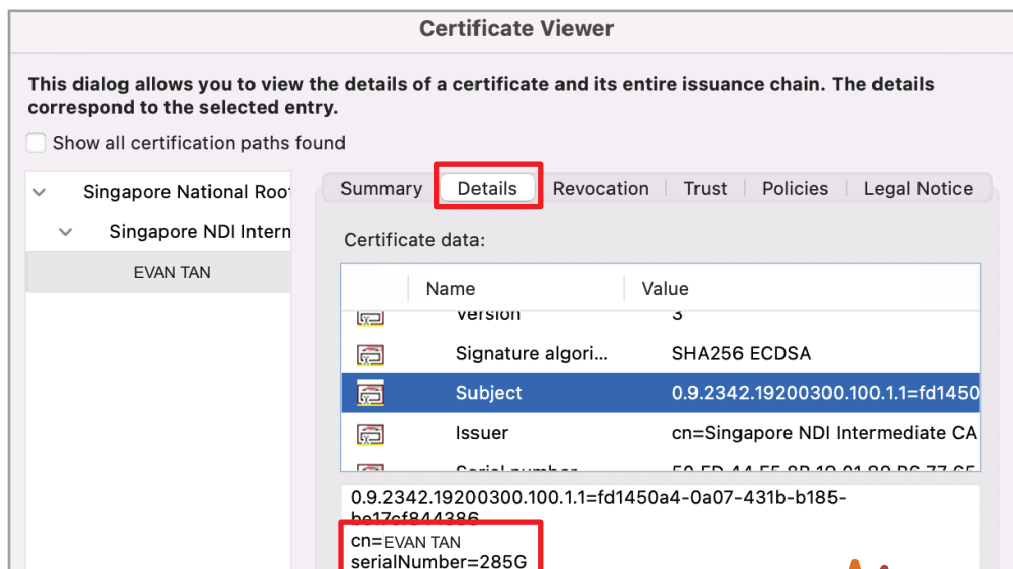
Signature Validation Check	What it means
Signed and all signatures are valid.	All signatures in the signed document are valid with a trusted signing certificate.
At least one signature has problems.	Changes may have been made to the document after the initial signing. Ensure that all changes are legitimate before proceeding.
At least one signature is invalid.	The signature(s) cannot be validated and/or the document may have been tampered with. Please check with the author of the document.
Others	Please refer to Adobe's complete signature validation guide here

Your Adobe Acrobat Reader is now ready to automatically validate digital signature(s) generated using Sign with Singpass!

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How do I verify that the digital signature belongs to the purported signee?

Click on the signature you wish to verify > click on the “Details” tab in the Certificate Viewer dialog box. The signer’s full name and last 4 NRIC digits will be displayed in the “Subject” field.



Additionally, you should check that the “Issued by” is listed as “Singapore NDI Intermediate CA” and “Assurity Trusted Solutions Pte Ltd”.

