
Instructions for registration of Certificate (EDS – E-Signature) of NCA of RK in the Bank-client system of “Al Hilal” Islamic bank” JSC

1) Issue an EDS key for legal entities at the National Certification Authority of the Republic of Kazakhstan (NCC of RK).

Instructions and information are described in following links - <http://www.pki.gov.kz/index.php/ru/yuridicheskie-litsa> (for residents of Kazakhstan), <http://www.pki.gov.kz/index.php/ru/nerezidentam-rk?id=27> (for non-residents)

- Activate the EDS key in the CON (PSC - Public Service Center) or online.
- Install NCALayer for Windows on your computer - <http://pki.gov.kz/index.php/ru/ncalayer>. If necessary, restart your PC (preferred but not required).
- Notify the Bank manager about the availability of the NCA EDS key.

(!!!) You may need help from your organization's IT administrator to set it up.

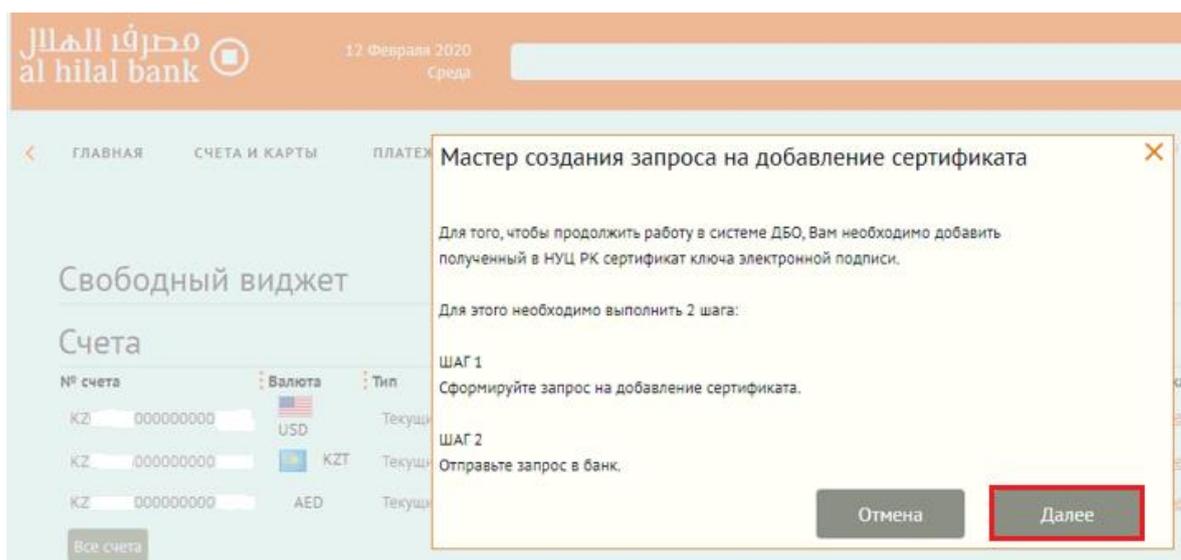
2) Install dll-file on your PC where payment orders and/or letters will be signed in the RBS System.

- Copy **KalkanCryptCOM.dll** file to C:\Windows\SysWOW64 (please download it from Google Drive Disc (https://drive.google.com/file/d/1OjylZFGAGcQEMtAfzs_D3u9M2J2sd6nm/view?usp=sharing))
- Please open Command Prompt as Administrator
- Enter following command
CD C:\Windows\SysWOW64 then click [Enter],
then enter `regsvr32 KalkanCryptCOM.dll` command and again click [Enter].

- **Login. Registering a certificate to the RBS system**

Log in to the System through any browser using the link <https://cib.alhilalbank.kz> (add the link to Trusted Sites and disable Pop-up Blocker for it). The login and primary password were previously sent to each user by an employee of the Bank (IT security).

- Upon login, the System will ask you to install the **BSS Plugin Host**. Download and install (as Administrator rights).
- After installing **BSS Plugin Host**, launch **BSS Plugin Manager** via Start and enable Logging.
- After authorization of the user in the RBS System using the following link <https://cib.alhilalbank.kz>, the form of the Wizard for creating a request to add a certificate will open, click [Next] button.



- The window "Request to add a certificate" will open, select the type of certificate "Certificate for signing documents", then click the "Select certificate" button, find the EDS key received at the NCA and activated in the PSC / online EDS key and select the **GOSTKNCA...** certificate.

Name

GOSTKNCA_e1e1b1cef222f2eacdf2a2d2dbd2c2b2addb222c

- Then, enter the password for the certificate (EDS-password)

- If the certificate is successfully recognized, the request form for adding a certificate will be filled with data (serial number of the certificate, link to the profile, full name of the certificate owner, last name, first name/patronymic name, serial number (contains the IIN of the certificate owner, which must match the user's IIN), division (contains the BIN of the organization for which the certificate was issued.) Click the **[To Send]** button.

Запрос на добавление сертификата ✕

Номер Дата

Тип сертификата

Сертификат для авторизации клиента

Сертификат для подписи документов

Уполномоченное лицо клиента

Средство подписи

Место хранения сертификата компьютер Jakarta

Серийный номер сертификата [Выбрать сертификат](#)

Ссылка на профайл

Полное имя (CN)

Фамилия (SN) Имя Отчество (G)

Адрес электронной почты (E)

Город (L) Наименование субъекта (ST) Страна (C)

Адрес (Street)

Организация (O)

SERIALNUMBER

IIN

Подразделение (OU)

Сообщение из банка

- You will receive a notification that the request has been sent to the Bank.
- After sending, inform the Bank Manager about sending a request to check if it's fine.
 (!!!) In order not to lose the signature settings, the folder with certificate shall not be moved / renamed after choosing the path to it).
- To check the signature, go to the System -> Letters to the Bank -> Create (create test letter) -> Sign and send a test letter to the Bank.