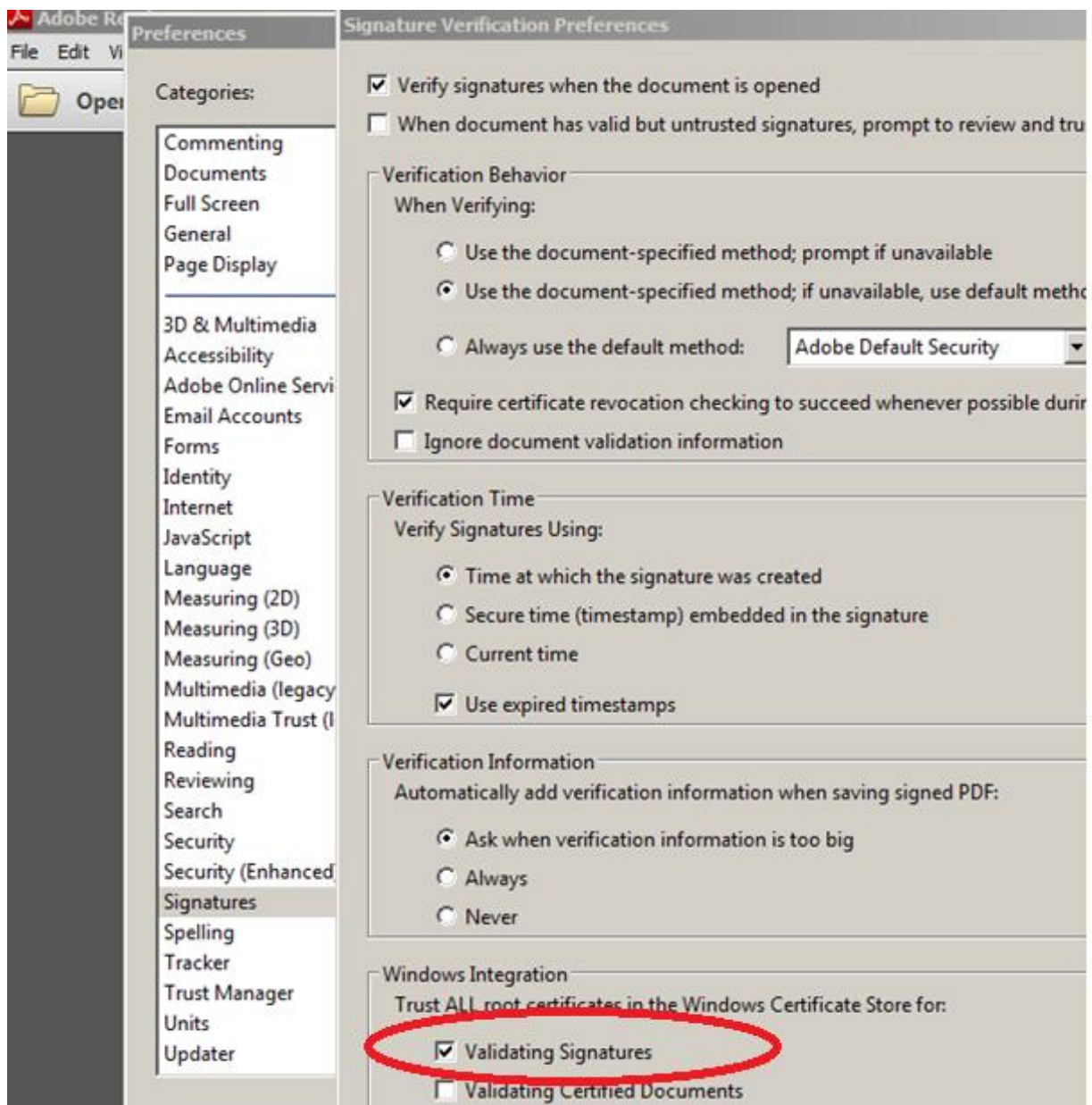


# Creating & validating PetroSA digital signatures within a PDF document.

## 1. Prerequisites...

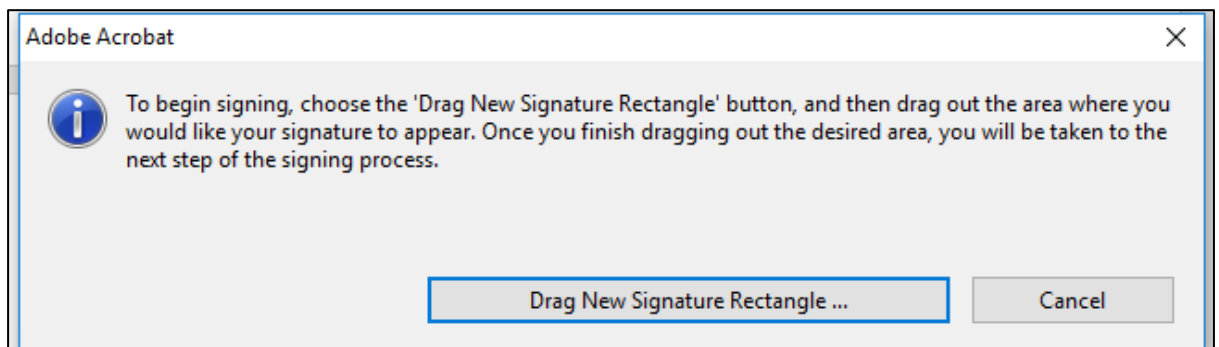
Adobe Acrobat Reader XI

- Open Reader -> Edit -> Preferences -> Signatures -> Verification -> More...
- Check Validating Signatures under Windows Integration.
- Click OK twice.

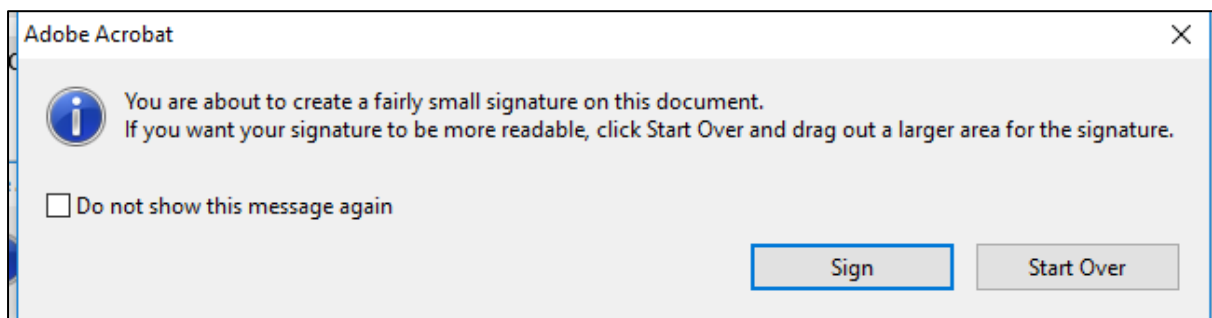


## 2. Creating a Digital Signature...

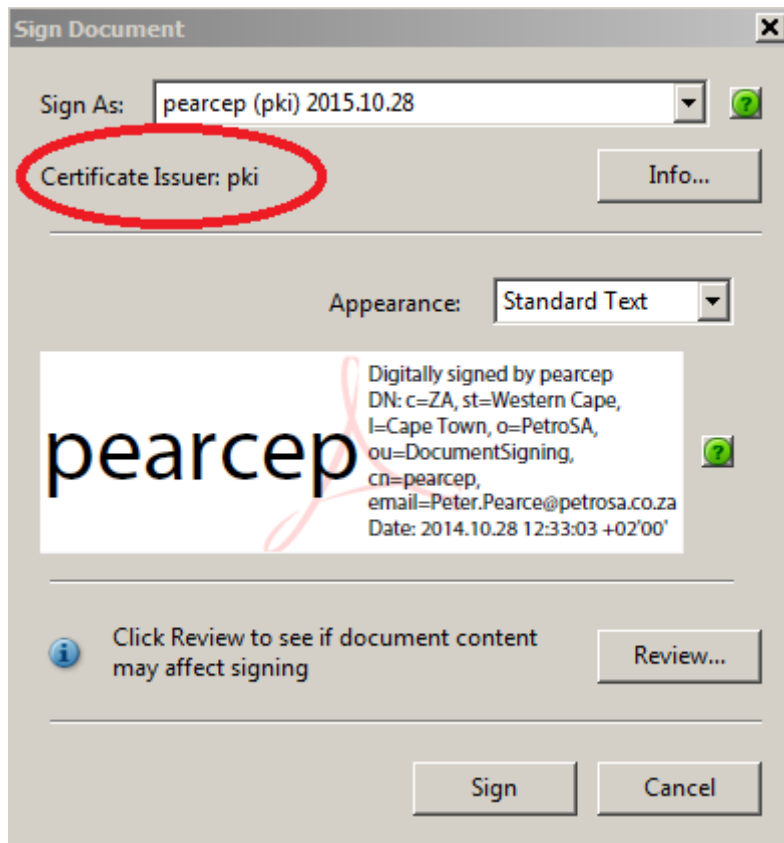
- Open the PDF to be signed.
- **N.B. “File -> Properties -> Security -> Signing” must be allowed.**
- Click on Sign -> Work with Certificates -> Sign with Certificate



- After dragging click Sign and Sign



- Note the instructions, and click “OK”.



- “Certificate Issuer: pki” is the only issuer that can be used.
- Click “Sign”.
- You must save the signed PDF.
- The signature is embedded in the PDF file, consequently, a print -> scan to PDF invalidates the signature.
- Signing and validating will only work between PetroSA Domain users. The signature is NOT valid outside PetroSA and is NOT an “advanced electronic signature” as defined by the ECT Act 2002.

### 3. Validating a digital signature...

- Double click on the digital signature within the PDF and verify that the signature is VALID and that the document has not been modified since signed.

Signature Validation Status



Signature is VALID, signed by pearcep <Peter.Pearce@petrosa.co.za> .  
- The Document has not been modified since this signature was applied.  
- The document is signed by the current user.

Signature Properties...

Close