CENTRAL WAREHOUSING CORPORATION
केंद्रीय भंडारण निगम
A GOVERNMENT OF INDIA UNDERTAKING

WAREHOUSE MANAGEMENT SOLUTION

Digital Signature

(User Manual)

Contents

Digital Signature

This document addresses the development of the Digital Signature functionality in WMS, where document gets signed electronically and is validated by the signer. Digital signatures, like handwritten signatures, are unique to each signer. A digital signature is intended to solve the problem of tampering and impersonation in digital communication.

Digital signature functionality will get implemented on below mentioned invoices and documents:

1. Invoices

- Storage Invoice
- Insurance Invoice
- Over & Above Invoice
- General Monthly Billing Invoice
- PCS invoice
- H&T Invoice
- Demand Notes in Custom Bond
- Custom Bond Insurance Invoices
- Weighment Invoices
- Custom Bond Storage Invoices
- Other Income Invoices
- Credit Note
- Debit Note

2. Documents

- ACK
- WHK
- Cash Receipt
- Advance Receipt

The user will follow the below mentioned steps to sign the document/invoice digitally:

Prerequisites: Installing the following utility in the system is essential and a pre requisite to get data from the certificate.

https://download.cnet.com/Signer-Digital-Chrome-Extension/3000-33362_4-78042540.html?part=dl-&subj=dl&tag=button

➢ The user will plugin DSC device in the system.

➢ Once done, the user will navigate to the invoice on which he wants to sign digitally as follows:

Accounts & Billing ⟶ Billing ⟶ Invoice (on which the user wishes to sign digitally)

➢ Here, a listing screen will appear as follows:

➢ The user will click on the ⊙ icon to "Sign document".

➢ By clicking on the given icon ⊙, a dialog box will appear on the screen for the validation of the digital signature as shown below:
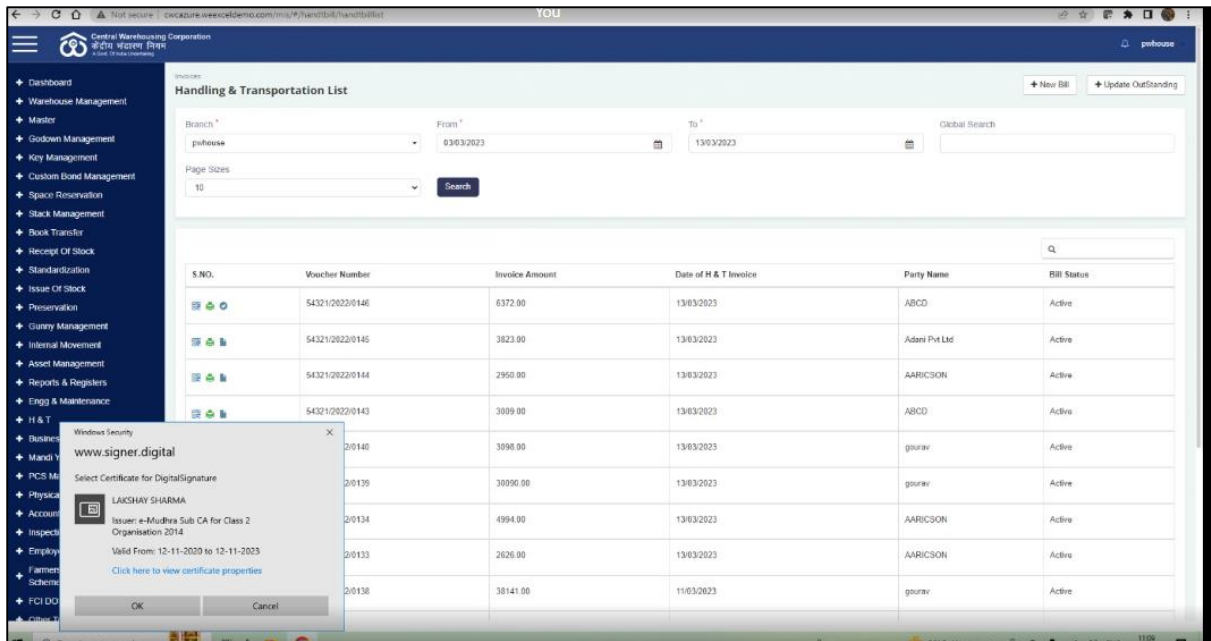
> ➤ The user will verify the details displaying on the dialog box and click on the
> [OK] button.
> ➤ The user can also click on the "Cancel" button to abort the process.
> ➤ After the user clicks on the [OK] button the system scans the document, system asks for an Authentication password/pin as shown below:
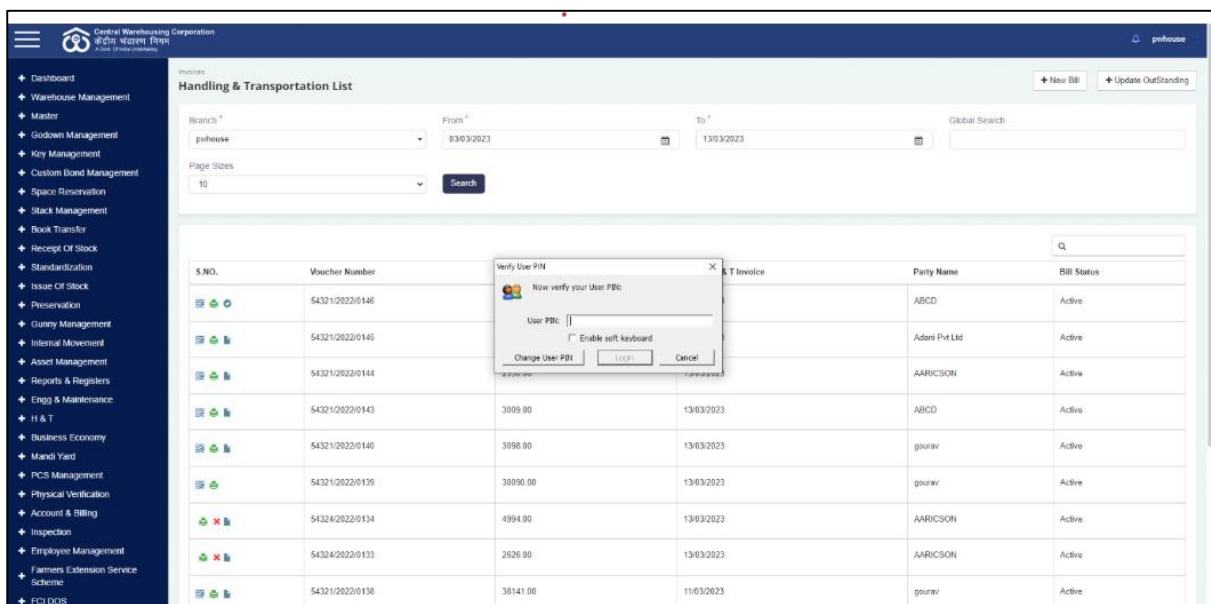
> ➤ The user will enter the pin for authentication.
> ➤ The user can also change the pin or cancel the process.
> ➤ Once the pin is authenticated by the user, a pop-up message will appear displaying the message for successful authentication.

- ➢ By clicking on the "OK" button, the chosen invoice/document shall be signed digitally.
- ➢ The user can view and download the digitally signed invoice/document by clicking on the [icon] icon as shown below:
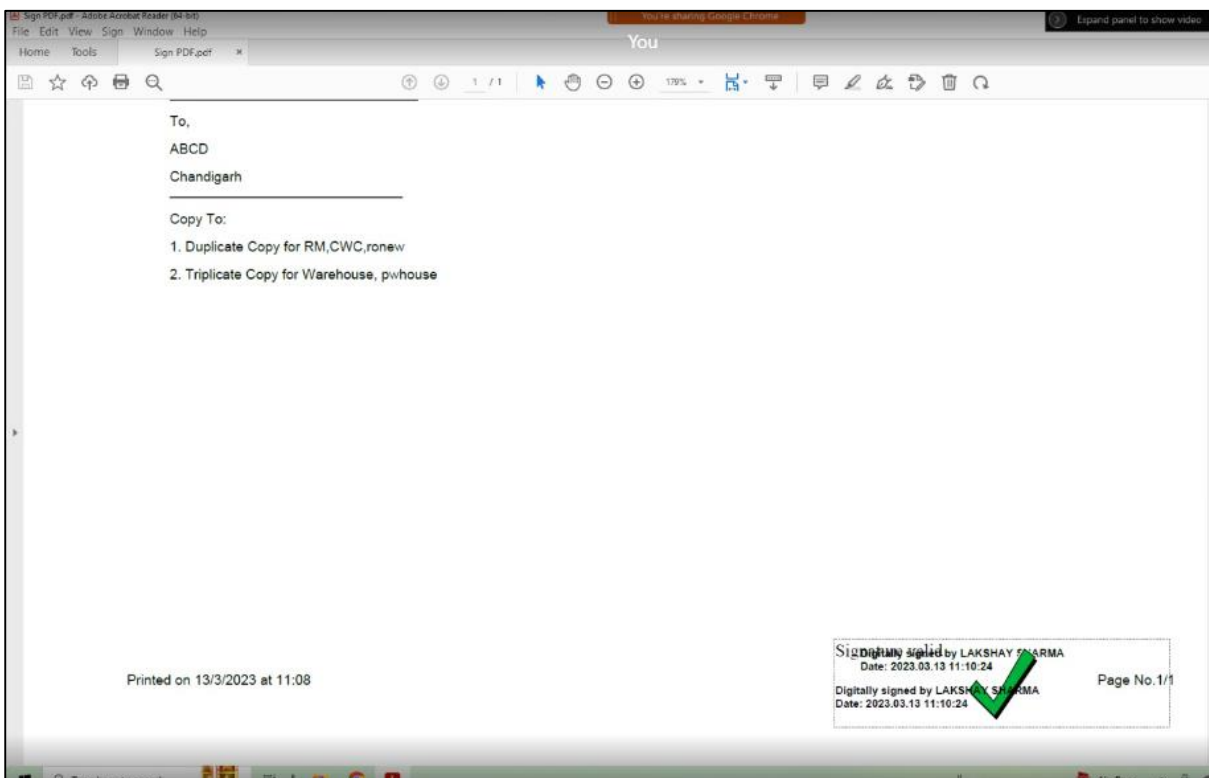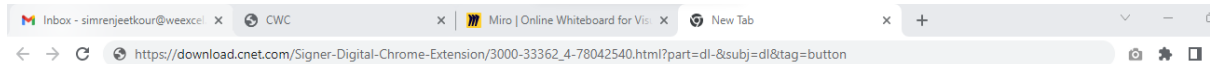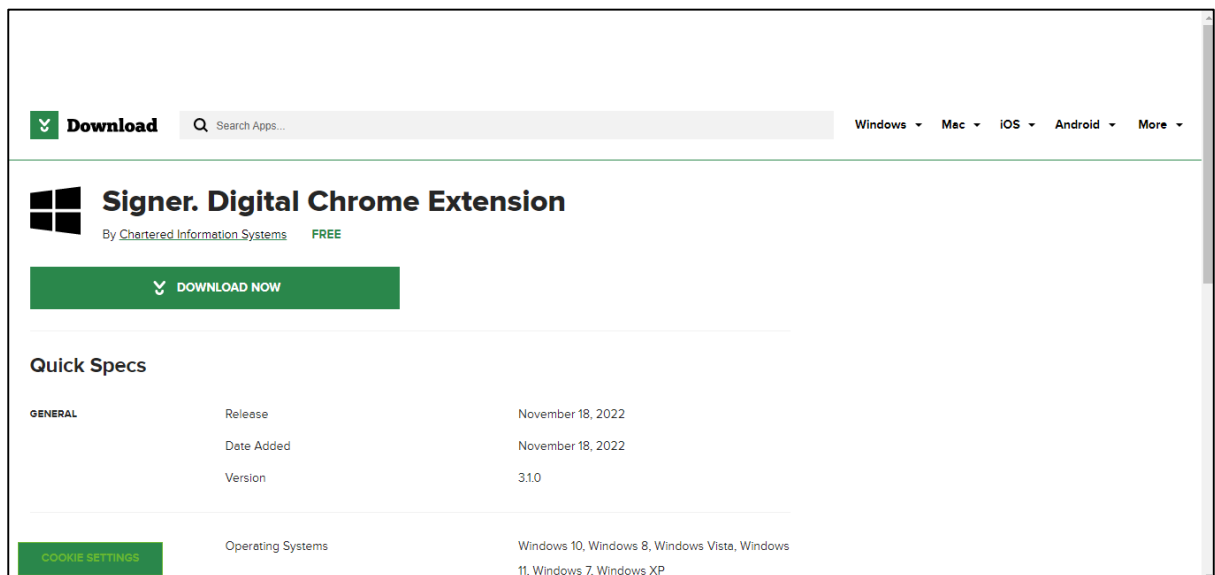
3. Annexure I

The steps to install the browser extension are as follows:

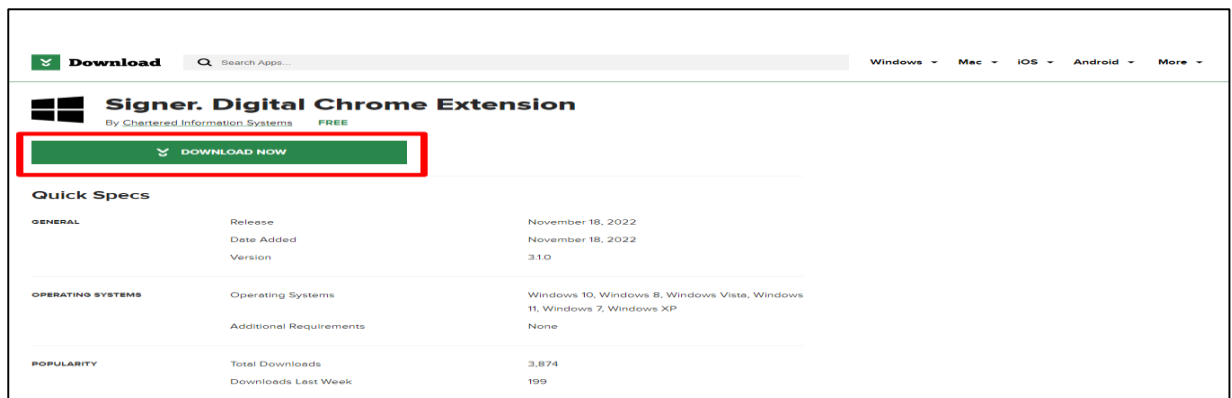- ➤ The user will click on Ctrl or hit the following link on the browser:

  https://download.cnet.com/Signer-Digital-Chrome-Extension/3000-33362_4-78042540.html?part=dl-&subj=dl&tag=button
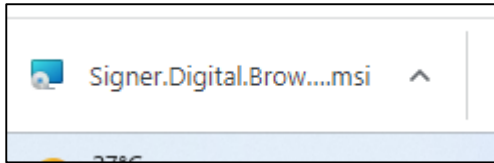

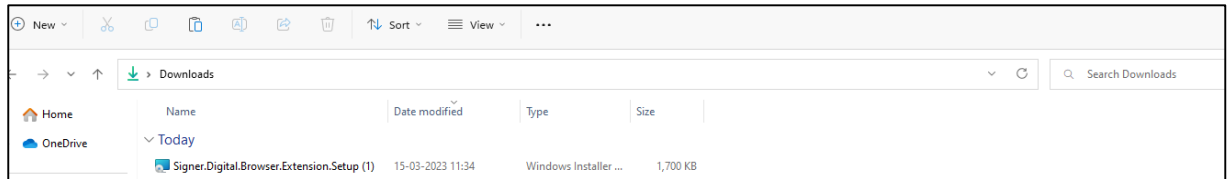- ➤ Once done, the user will be redirected to the following screen:

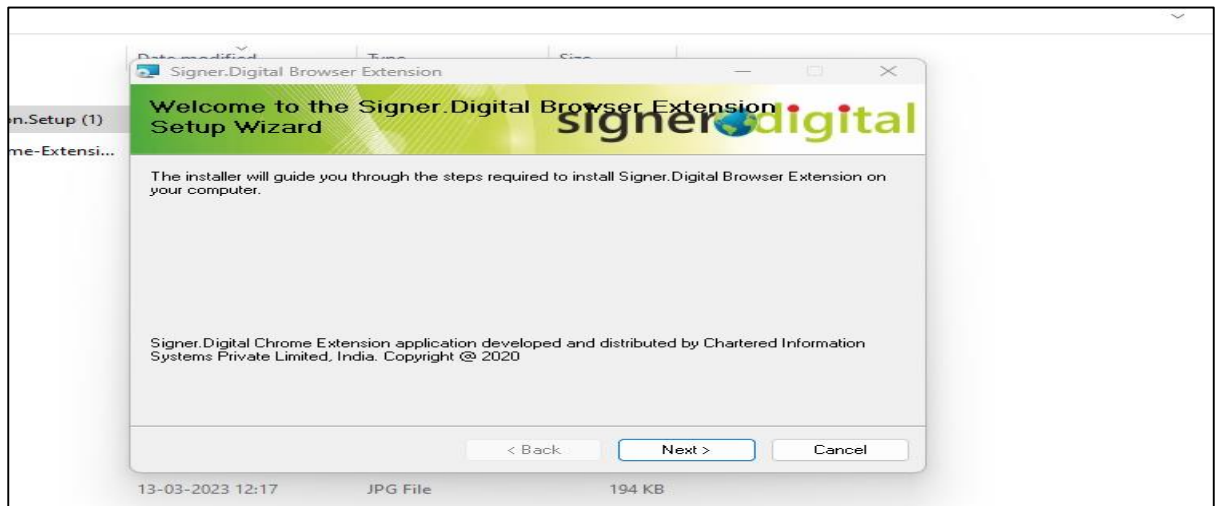- ➤ Here, the user will click on the "Download Now" option.
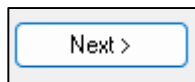
➢ The exe file will be downloaded.

➢ The user can navigate to "downloads" option in the system.
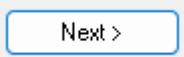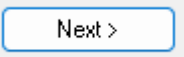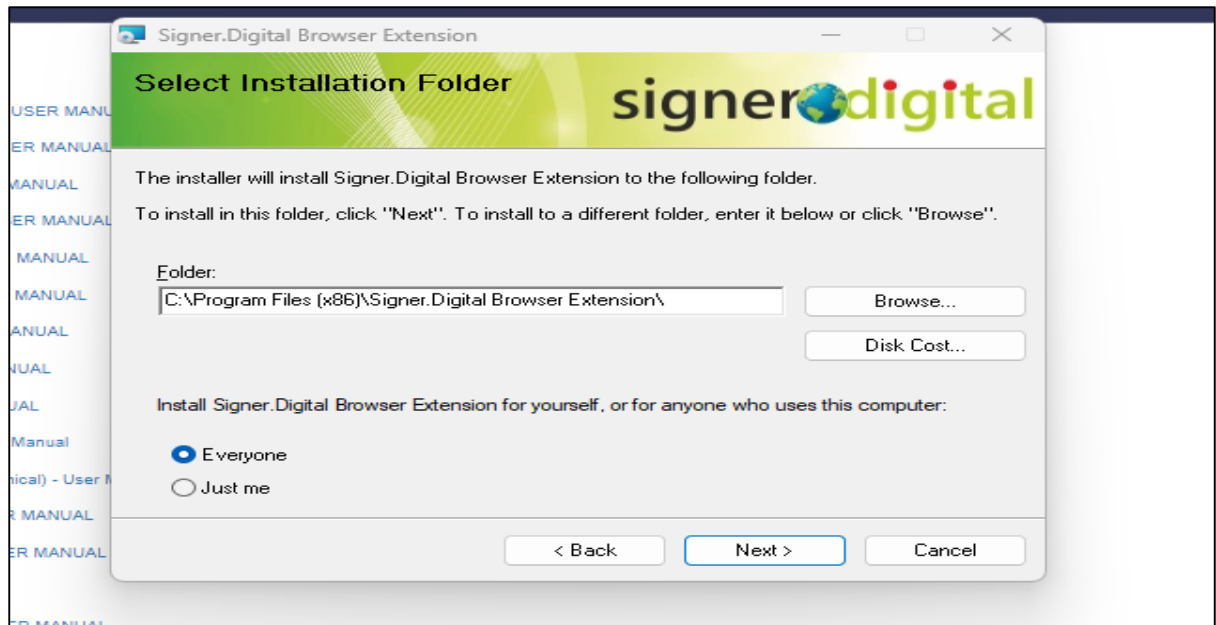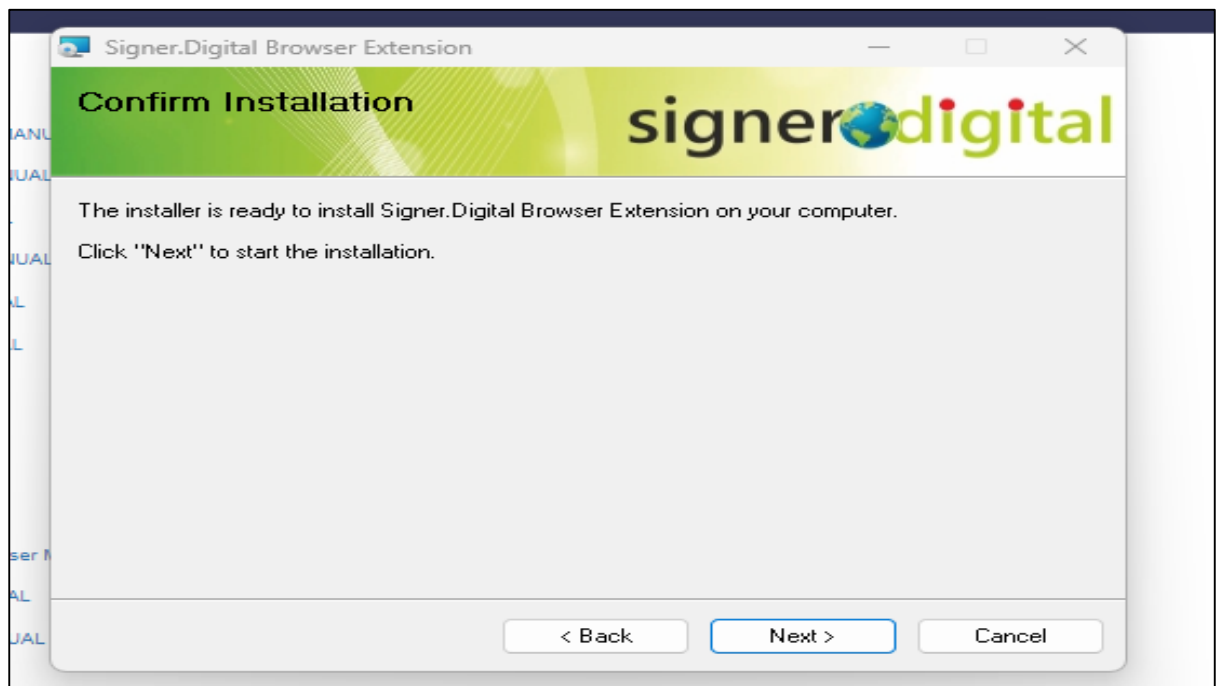

➢ By clicking on the file, the following dialog box will appear:

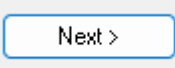➢ The user will click on the "Next" tab to proceed further in the installation process.
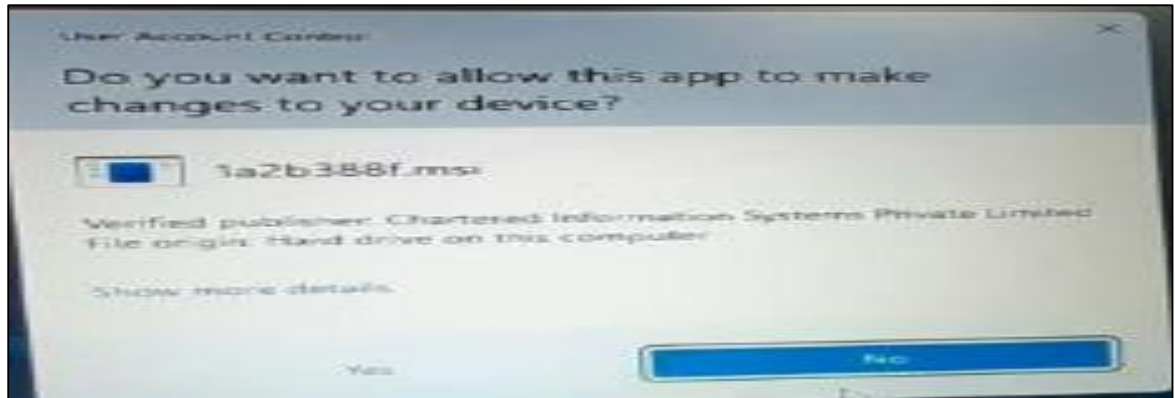

➢ By clicking on the ⬚Next >⬚ tab, the following screen will appear. The user will choose the "Everyone" option and click on the ⬚Next >⬚ button.
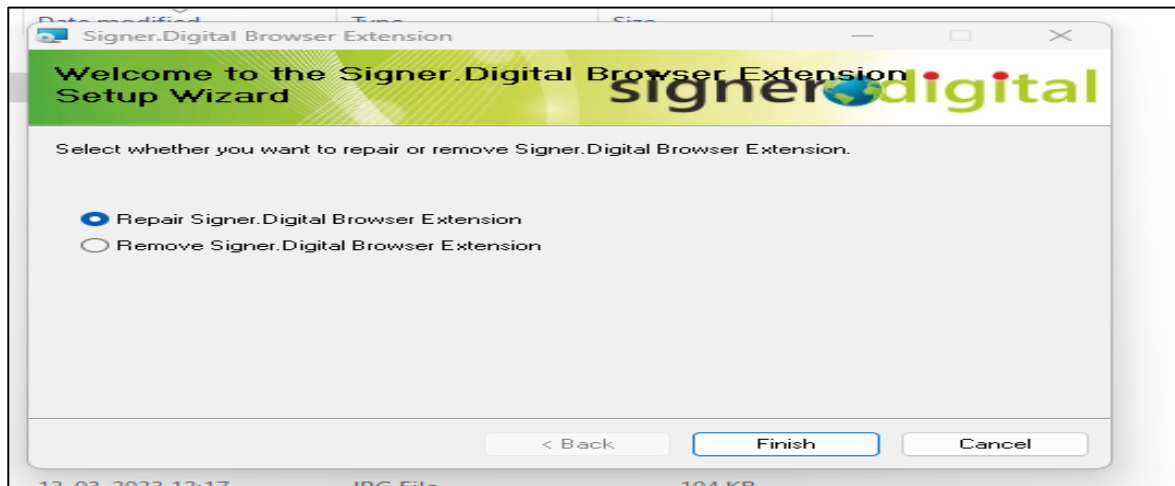
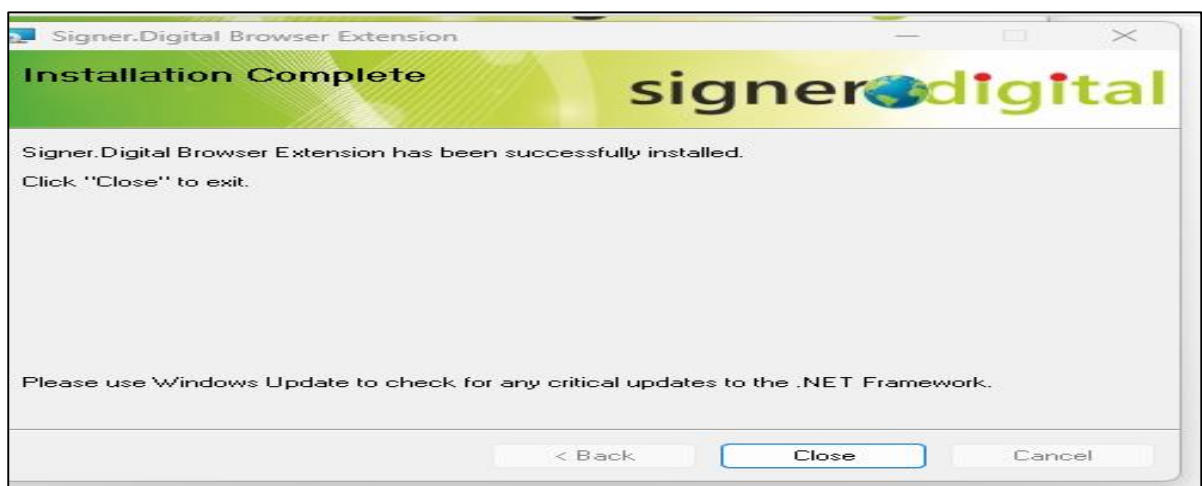> By clicking on the "Next" tab, the following screen will appear:

> Here, again the user will click on the [Next >] tab to start the installation on the system.
> Once done, the user will click on the "Yes" option on the following prompt screen:

> The user will click this "Finish" option on the below attached screen.

> After clicking on "Finish" tab, the following dialog box will appear:

> Here, the user will click on the "Close" tab to finish the setup process.