

Form16 Digital Signature validation

Payroll Team



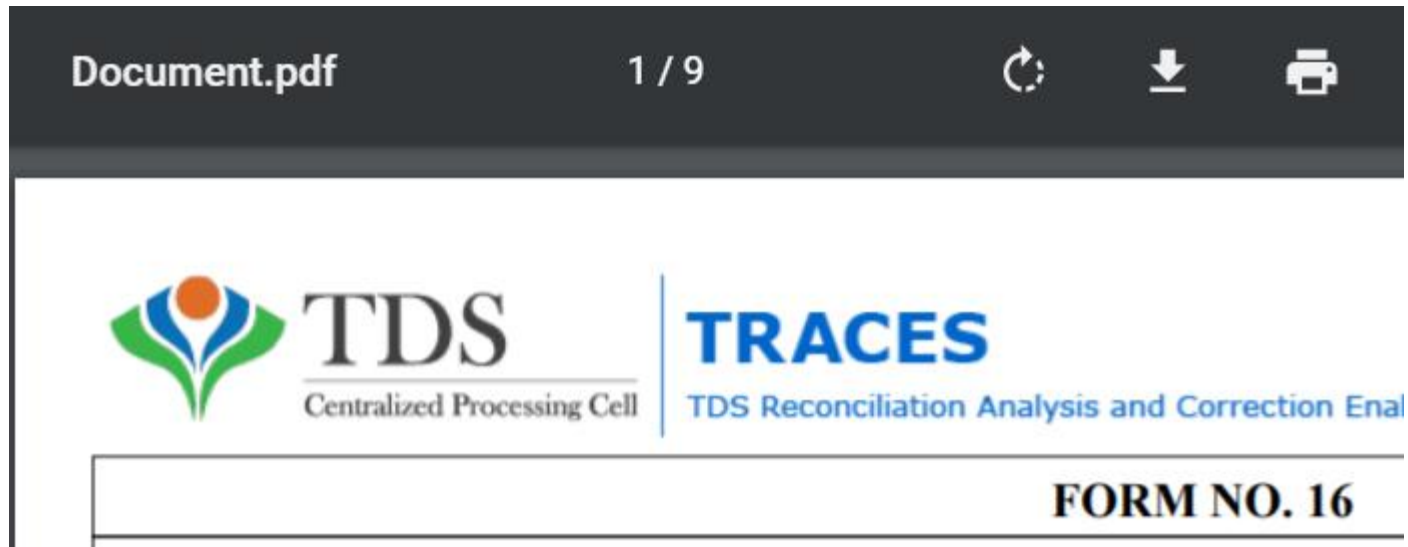
- You need to click on view document once you land on the form 16 page.
- Select the Form 16 you would like to view

	Description	Archived On	View document
<input type="radio"/>	Form-16 2019 - 2020	01.07.2020	View document
<input type="radio"/>			
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<input type="radio"/>			
<input type="radio"/>			

Click on
view
document
for the year
2019-20



- Download the document and save it in a folder in PDF.



- **Before you start to validate**, ensure that you have opened the document using Adobe reader.

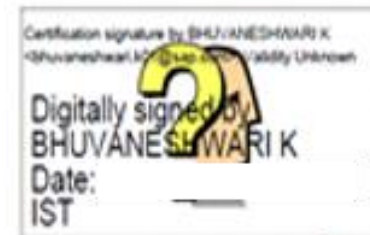
Form16 Certification signature need to be validated by clicking on Digital Signature below

Click on
the
signature

Signature Not Verified

Digitally signed by
BHUVANESHWARI K
Date: 16:00:32
IST

Select Signature properties radio button



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Select Show Certificate radio button

Document was certified, validity is UNKNOWN.

Signing Time:

Validity Summary

- The Document has not been modified since it was certified.
- The certifier has specified that no changes are allowed to be made to this document.
- The signer's certificate has been issued by a certificate authority that you have not trusted to issue certificates for the purpose of certifying PDF documents.
- Signing time is from the clock on the signer's computer.
- Signature was validated as of the signing time: 2015/05/30 10:40:22 +05'30'

Signer Info

- The path from the signer's certificate to an intermediate certificate was successfully built.
- Revocation checking was not performed.

Click on show signer's certificate.

Show Signer's Certificate...

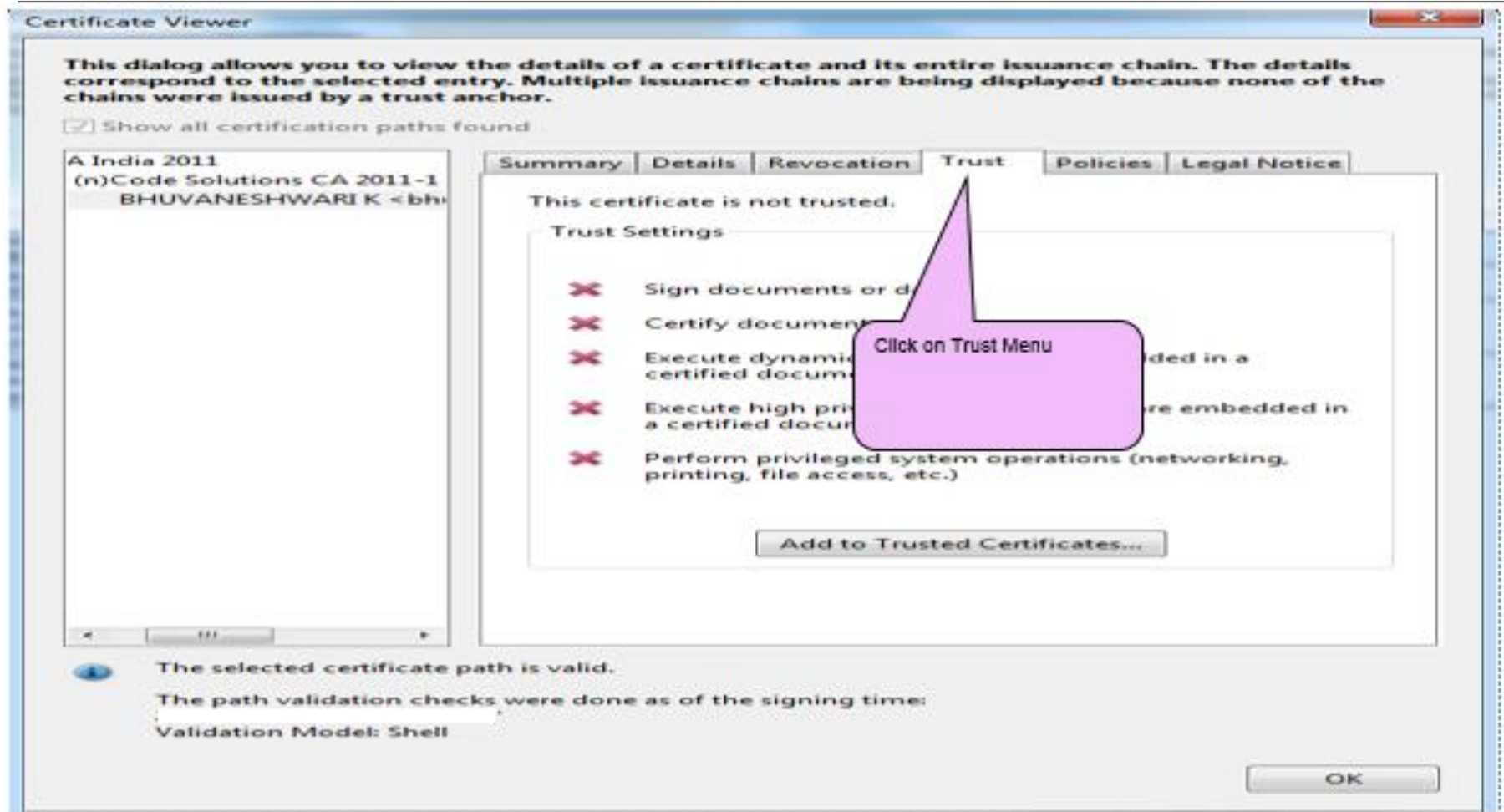
Advanced Properties... Validate Signature Close

Certification signature by BHUVANESHWARI K
<bhuvaneshwari.k@sap.com> Validity Unknown

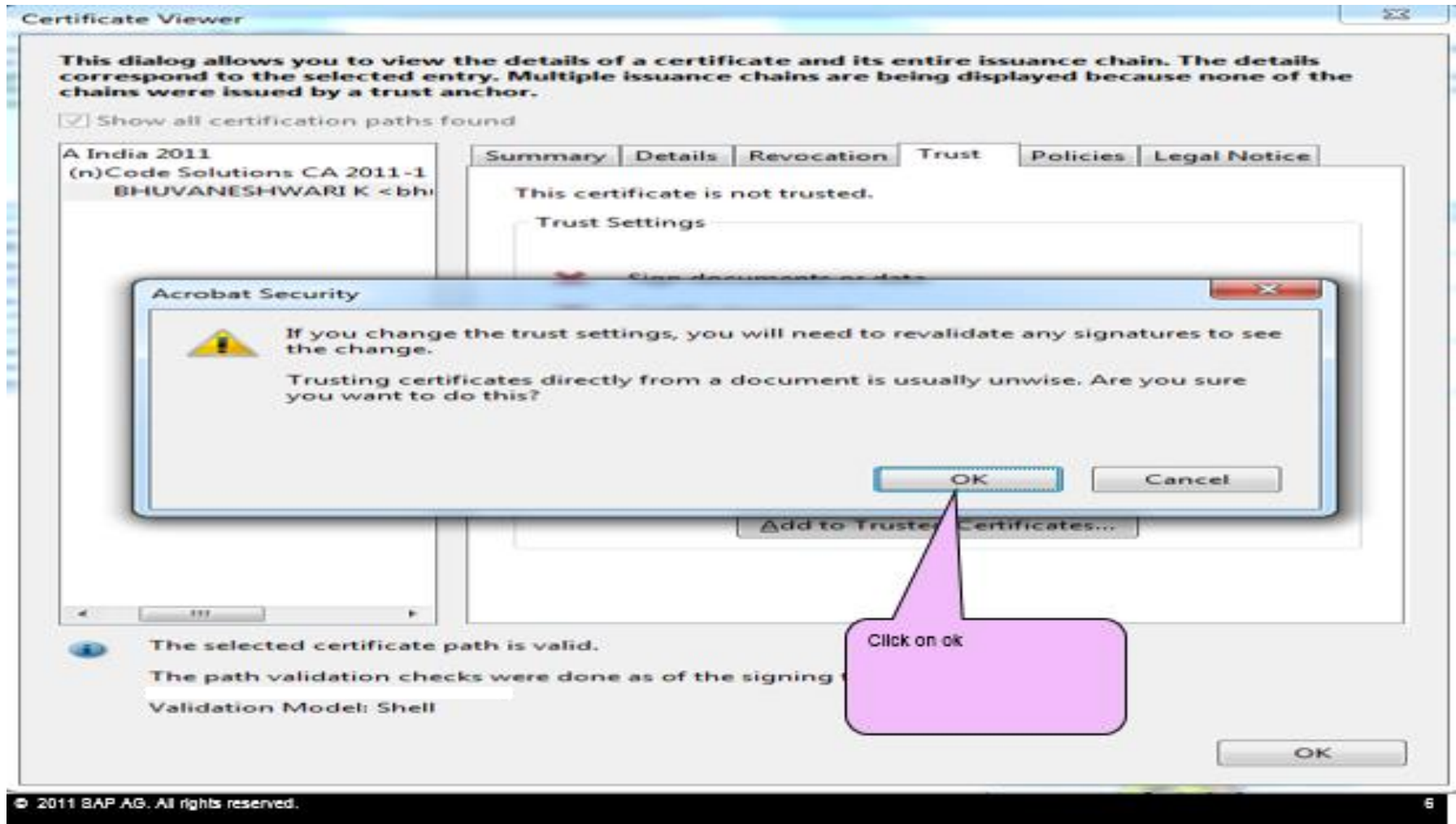
Digitally signed by
BHUVANESHWARI K
Date: _____
IST _____

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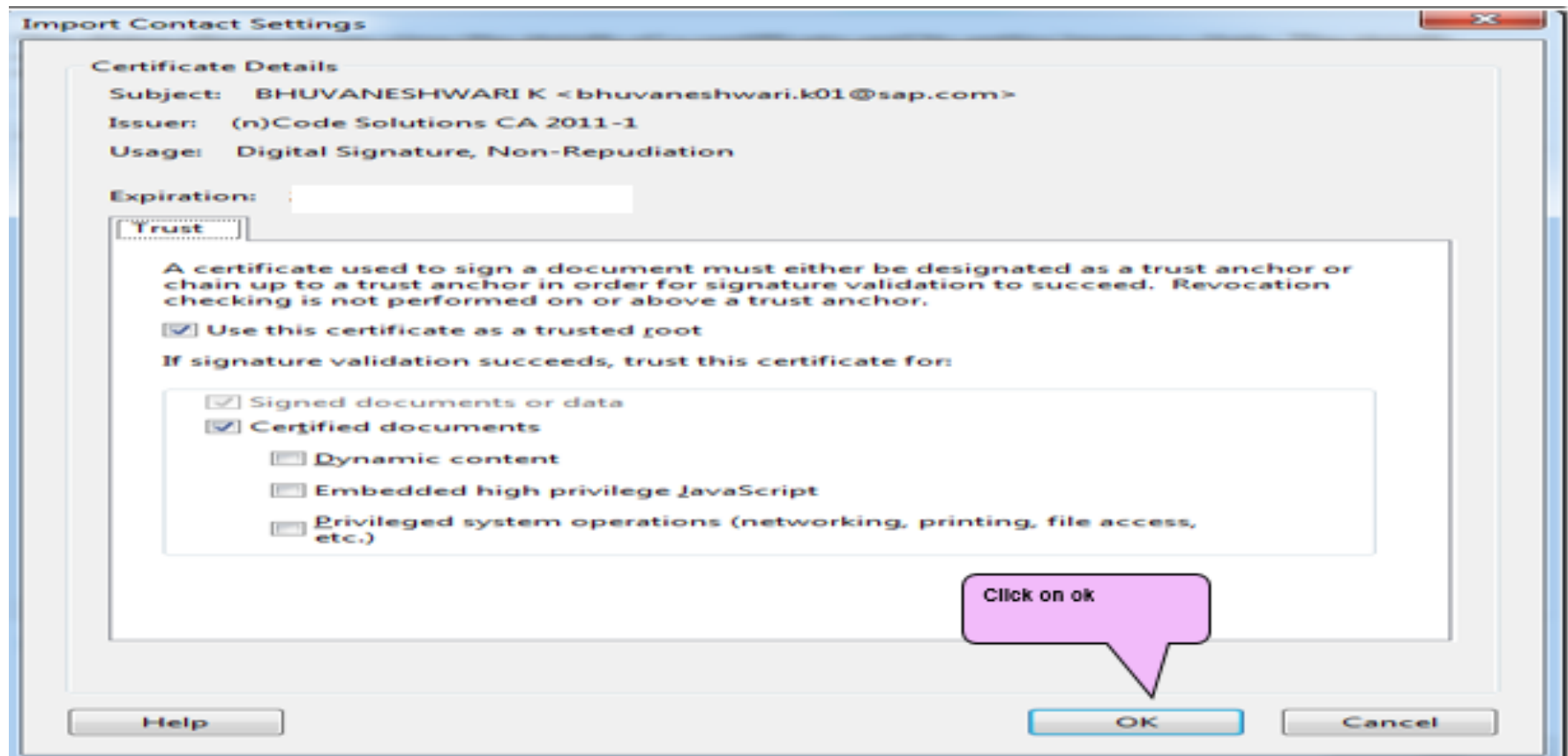
Select Trust menu



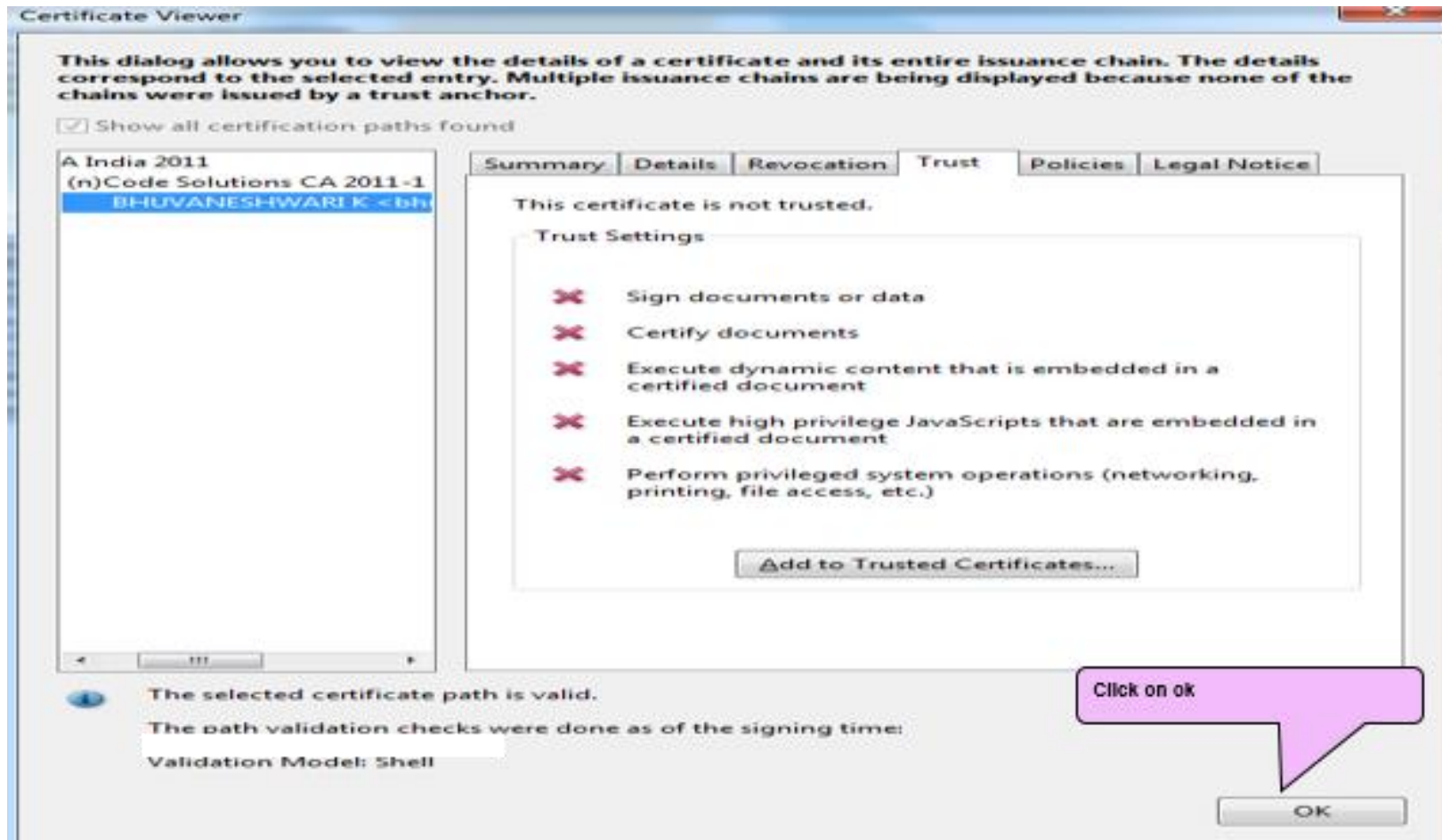
Select Add to Trusted Identities radio button & click ok



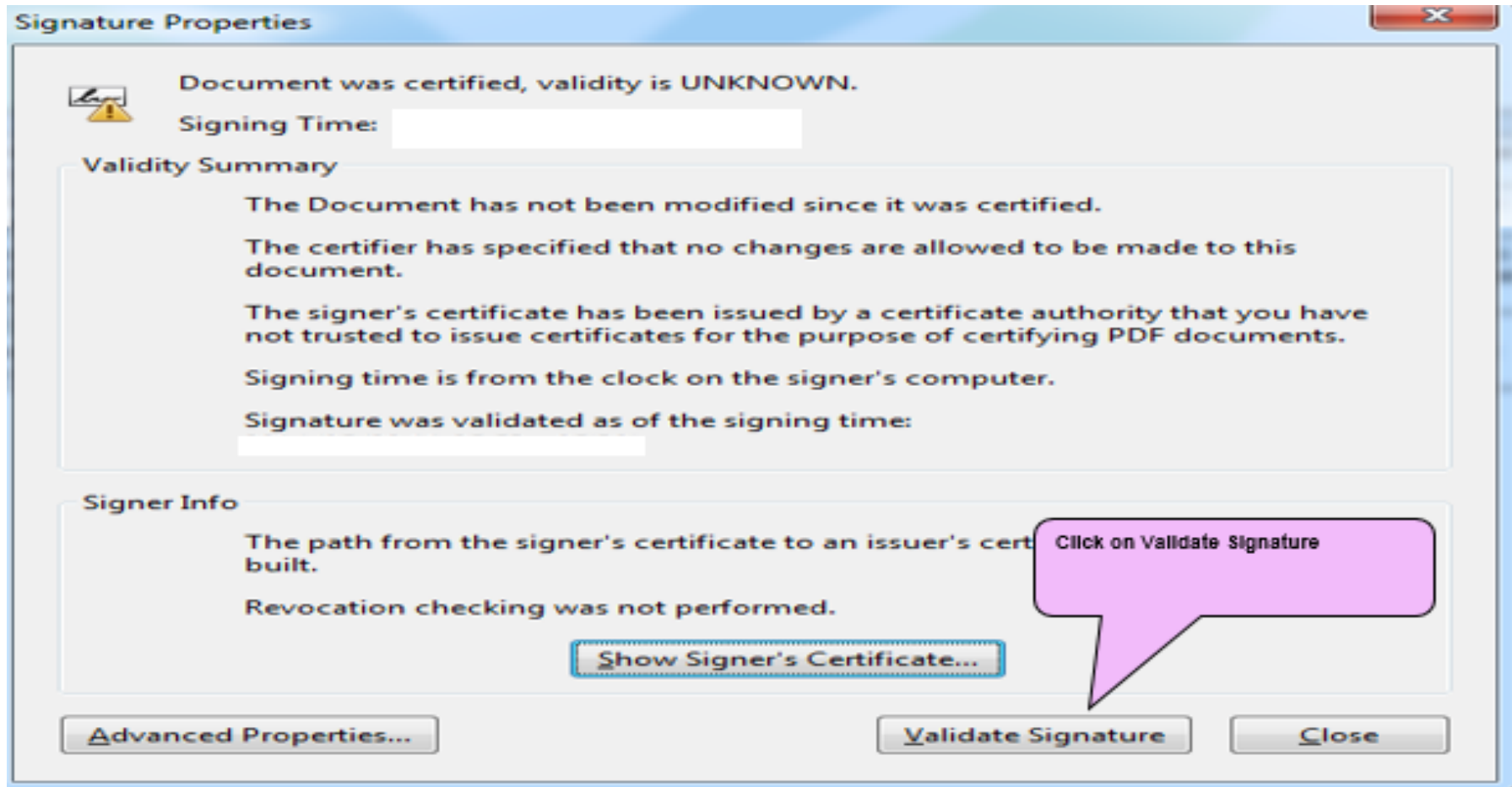
Import contact setting click ok radio button



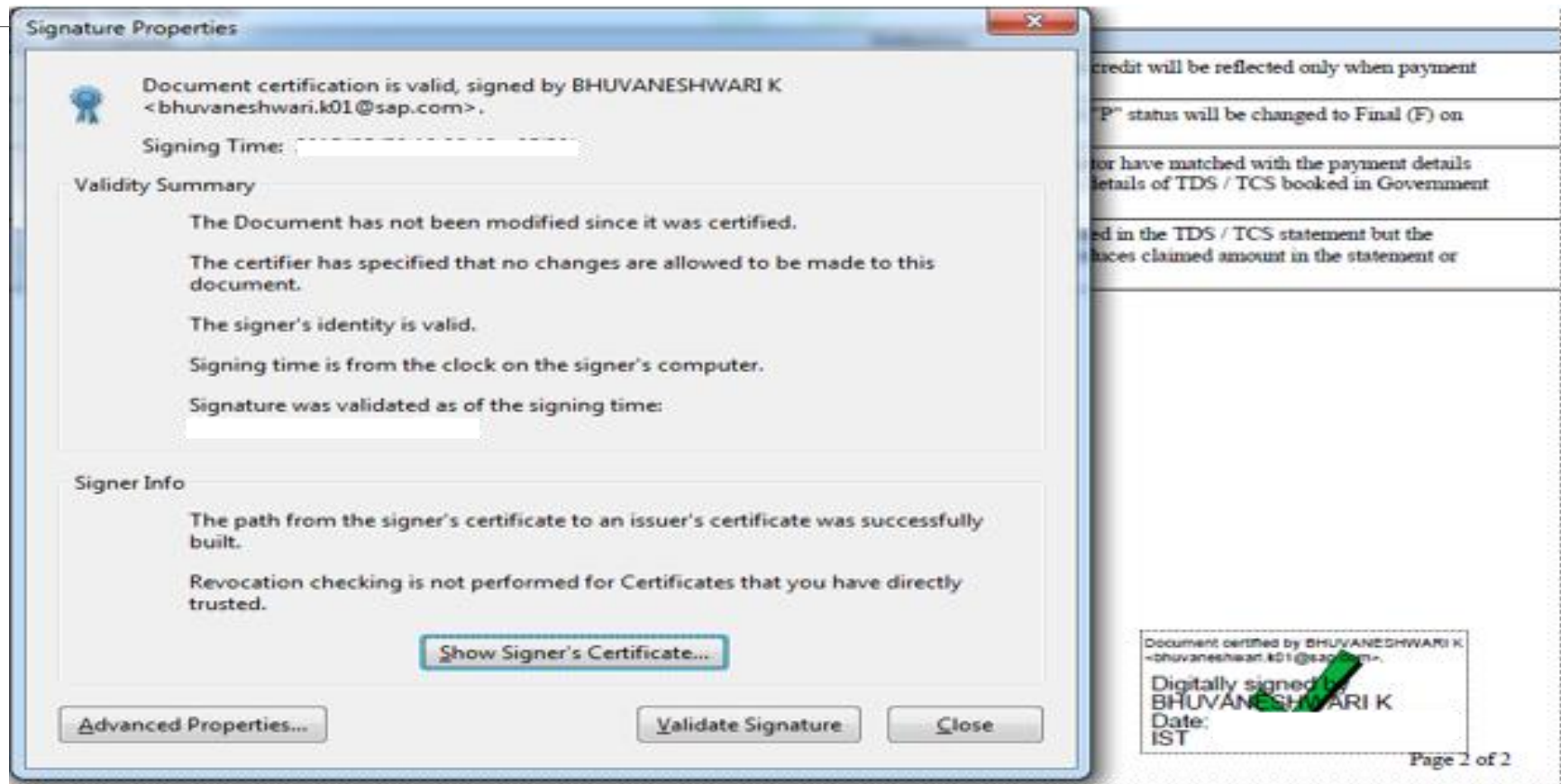
Certificate Viewer click ok radio button



Signature Properties click Validate Signature radio button



Finally Digital Signature will get Validated



- The signature has been validated at this stage. You will see that the signatures in other pages are also validated. If not, close the PDF and open again, you will see other signatures also validated.



Thank You!