

# **GOV – ORGANIZATION BASED DSC PROCEDURE**

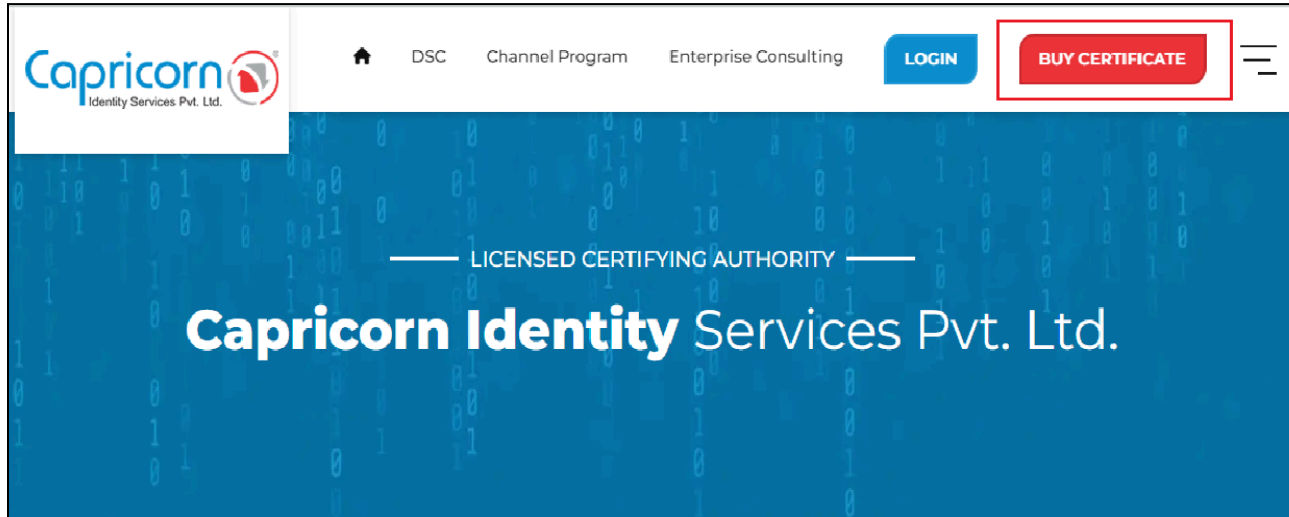
**Version 1.1.0  
30-Jan-2025**

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**Capricorn Identity Services Pvt. Ltd.  
Licensed Certifying Authority (CA) under IT Act, 2000.**

## GOVERNMENT BASED DSC PROCEDURE

Navigate to the [Capricorn website](#) and select the '**Buy Certificate**' option to begin the DSC purchase process.



Choose the type of **DSC** you wish to purchase from the product selection options. After selecting the **GOVERNMENT DSC** type, click on the '**Buy Certificate**' tab. If you want TOKEN with your DSC, you need to choose **TOKEN**, else you can select **USB TOKEN NOT REQUIRED**.

**Capricorn Identity Service Pvt. Ltd.**

Repository Download DSC Login BUY CERTIFICATE

**Buy Digital Signature Online - Fast & Easy Process**

Buy DSC Online from Capricorn CA. Class 3 Digital Signature Certificate for DGFT, GST, eTenders, MCA (ROC), Income Tax, EPFO, Foreign Trade, IRCTC, and more.

**Usage Type**

Individual Organization IET (DGFT) **Government** Foreign Organization Foreign Individual Document Signer

**CLASSIFY**

Sign Encrypt Sign & Encrypt

**YEARS**

1 Years 2 Years 3 Years

**TOKEN**

USB Token USB Token Not Required

**Payment Summary**

DSC Amount	₹ XXXX
USB Token	₹ XXX
GST (18%)	₹ XXX
<b>Payable Amount</b>	<b>₹ XXXX</b>

**Buy Certificate**

NOTE: As per the CCA (Controller of Certifying Authorities Government of India) guideline Effective from March 31, 2023, the new series tokens will be compatible to download Digital Signature Certificate. [How to Identify New Series Tokens](#)

Fill in your details including your Name, Email address, Mobile number, and Address. Click on the '**Get OTP**' button. If you have a BP Referral Code, please enter it in its field, and if you don't, you can proceed without a BP Referral Code.

Enter the **OTP** received on your mobile number. Select the '**Terms of Services**' checkbox and the '**I'm not a robot**' CAPTCHA checkbox. Click on the 'CONTINUE TO DSC ENROLLMENT' button to proceed.

**NOTE: - "REMARK"** BP can enter any reference in the remark field related to the order and the same will be reflected in the **BUSINESS PARTNER PORTAL** under **ORDER** section.

The screenshot shows a web form for DSC enrollment. On the left, under 'Personal & Address Details', there are fields for Name, Email, Address, Postal Code, State, Country (set to India), and City. There are also fields for Mobile with country code, Mobile OTP, and a 'Get OTP' button. A 'BP Referral Code (Optional)' field is present with a 'Link BP' button. A 'Remark (Optional)' field is highlighted with a red box. Below this is a checkbox for 'I accept the Terms of Service, and I want to proceed'. A CAPTCHA image with the text '019KN' is also highlighted with a red box. On the right, a 'Payment Summary' table shows charges for Digital Signature (DSC), Assistance Services, and GST (18%), totaling ₹XXXX.XX. A 'Payable Amount' of ₹XXXX.XX is shown at the bottom. A blue button labeled 'CONTINUE TO DSC ENROLLMENT' is located below the payment summary.

Click on the '**Authorized Signatory**' option to proceed with your DSC application.

The screenshot shows the 'ORDER STATUS' page for Order ID: OR264227298, created on Jun 24, 2024 at 10:10 AM. A vertical progress bar on the left lists the following steps: Certificate (Completed), eKyc (Pending, highlighted with a red box), Mobile Verification (Completed), Email Verification (Pending), Verification (Level -1) (Waiting), Verification (Level -2) (Waiting), Payment (Waiting), eSign (Waiting), and Download (Waiting). On the right, under 'Pending Actions', there are three buttons: 'Authorized Signatory' (highlighted with a red box), 'Employee', and 'Capricorn eKYC'. Below these are instructions for Capricorn eKYC, including login steps and a note about PAN verification criteria (PAN, Name on PAN, Date of Birth (DOB), and Aadhaar seeding status).

Please fill in the required details with eKYC ID & eKYC pin:

- eKYC ID should be set according to the customer name with some more numbers or letters to make it distinct.
- eKYC pin is a six-digit pin that you can set according to your preferences.

Select the checkbox to accept the '**Terms of Service**' and IVG. Click '**Submit**' to move forward.

Pending Actions → Application Form
Prev Next | Help ?

<b>Name</b> <input type="text" value="name"/>	<b>PAN (Mandatory for Income Tax usage)</b> <input type="text" value="PAN"/>
<b>Date of Birth</b> <input type="text" value="dd-mm-yyyy"/>	<b>Mobile with country code</b> <input type="text" value="919 XXXXXXXXXX"/>
<b>Email</b> <input type="text" value="testt989@gmail.com"/>	<b>Gender</b> <input type="text" value="Select Gender"/>
<b>Address</b> <input type="text" value="abc 1233"/>	
<b>Postal Code (PIN)</b> <input type="text" value="110092"/>	<b>Country</b> <input type="text" value="India"/>
<b>State</b> <input type="text" value="Delhi"/>	<b>City</b> <input type="text" value="New Delhi"/>
<b>eKYC ID</b> <input type="text" value="KYC ID"/> @capricorn <small>Alphanumeric, start with alphabet, min 4 letter long</small>	<b>eKYC PIN</b> <input type="text" value="KYC PIN"/> <small>6 digit numeric pin</small>
<b>GSTIN ( Optional )</b> <input type="text" value="GSTIN"/>	<b>Company Name</b> <input type="text" value="company name"/>
<b>Organization Type</b> <input type="text" value="- Select Organisation Type -"/>	<b>Department</b> <input type="text" value="department"/>
<b>Employee Code</b> <input type="text" value="Employee code given by company"/>	<b>Aadhaar Number</b> <input type="text" value="Last 4 digit"/>

**Applicant Declaration:** I hereby agree and confirm, that I have read and understood Provisions, Guidelines and Practices of Certificate.Digital CPS and the [Subscriber Agreement](#), I would abide by the same. The information provided in this application form is Correct and true in all respect.

Section 71 of IT Act stipulates that if anyone makes a misrepresentation or suppresses any material fact from the CCA or CA for obtaining any DSC such person shall be punishable with Imprisonment up to 2 years or with fine up to one lakh rupees or with both.

☐ I accept the [Terms of Service](#), and IVG I want to proceed.
 Submit

As of now, you need to provide some details of your Authorising person as shown below image:

**(TO BE PRINTED ON THE LETTERHEAD ONLY)**  
**Proof of Sufficient Authorization to act as a Signatory**

[APPLICABLE TO ALL CENTRAL GOVERNMENT EMPLOYEES, STATE GOVERNMENT EMPLOYEES, EMPLOYEES OF STATUTORY BODIES, PUBLIC SECTOR UNDERTAKINGS AND OTHER GOVERNMENT ORGANIZATIONS]

**(PLEASE DO NOT USE THIS FORM FOR EMPLOYEE CERTIFICATES)**

To,  
 Capricorn Identity Services Pvt. Ltd. (Capricorn CA)  
 G-5, Vikas Deep Building, Plot no. 18,  
 Laxmi Nagar District Center, Delhi-110092.

**Sub:** Authorization for obtaining E-KYC & Digital Signature Certificate.

<p><b>Select</b></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p>1 / 2 / 3 years</p>	<p><b>DSC Type</b></p> <p>Sign</p> <p>Encryption</p> <p>Sign &amp; Encryption</p> <p>Validity</p>
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I, Controlling/Administrative Authority/Head of Office/Head of Department (HOD) of the \_\_\_\_\_ (Organization Name), have understood the requirements of e-Sign/DSC enrolments under provisions of Information Technology Act, and will authorize the employees in line with these requirements. I have enclosed my ID card of Authorized signatory/identity letter issued by the organization.

Applicant Name	
Organization Name	
Position/Designation	
Department Name	
Organization ID Card No	
Office Address	
Mobile No	

Signature: \_\_\_\_\_

(Seal & Stamp)

**Authorizing Person Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Mobile No. :** \_\_\_\_\_

**Email ID :** \_\_\_\_\_

Date: \_\_\_\_\_

Enclosed: My Organization ID card/ Identity letter issued by the organization

**Note: All Fields are mandatory to fill.**

As you mention the authorizing person details on the Authorization letter, the same details are required to be filled in (as shown in the below image).

### ORDER STATUS

- Certificate**  
Completed
- eKyc**  
Completed
- Pan Verification**  
Pending
- Photo**  
Pending
- Documents**  
Pending
- Application Form\***  
Pending
- Verification (Level -1)**  
Waiting
- Verification (Level -2)**  
Waiting

Order ID: OR31423288

Created on: Nov 29, 2024 11:54 AM

Show Certificate and ekyc Details [Expand](#)

Pending Actions → Update Signatory Form

Authorising Person for Signatory Approval

Name

name

Mobile with country code

mobile

Email

email

Designation

designation

Update

Note: The details of the authorizing person must match those mentioned in the authorization letter.

Then Click on **Update**.

**[NOTE: If you create employees under your EKYC ID, you have to obtain permission from your authorizing person; to know the steps for that please check the Govt. Signatory Approval Manual. ]**

TO EDIT THE AUTHORISING PERSON'S DETAILS (IN CASE OF OBJECTION OF INCORRECT DETAILS.)

Go to **SHOW MORE DETAILS**.

### ORDER STATUS

- Certificate**  
Completed
- eKyc**  
Completed
- Pan Verification**  
Completed
- Photo**  
Completed
- Documents**  
Completed
- Video**  
Completed
- Application Form\***  
Pending
- Verification (Level -1)**  
Waiting
- Verification (Level -2)**  
Waiting
- Payment**  
Waiting
- eSign**  
Waiting

Order ID: OR31423181227

Created on: Nov 29, 2024 10:43 AM

Applicant Details

Certificate	Class - 3 Sign valid for 2 Year DSC . (GOV, Paperless)
Applicant Name	TEST PERSON
Email	TESTACCOUNT@gmail.com
Mobile	9199XXXXXXX
PAN	AAVCS8838C
Organization name	CAPRICORN IDENTITY SERVICES PRIVATE LIMITED
Pan Organization	AAVCS8838C
GSTIN	07AAVCS8838C1ZR

Edit

Show More Detail

Pending Actions → What needs to be done?

Prev

Next

Help ?

Click on Edit (As shown in the below image).

### ORDER STATUS

- Certificate Completed
- eKyc Completed
- Pan Verification Completed
- Photo Completed
- Documents Completed
- Video Completed
- Application Form\* Pending
- Verification (Level -1) Waiting
- Verification (Level -2) Waiting
- Payment Waiting
- eSign Waiting
- Download Waiting

Order ID: OR31423181227 Created on: Nov 29, 2024 10:43 AM

#### Applicant Details

Certificate	Class - 3 Sign valid for 2 Year DSC . (GOV, Paperless)
eKyc Type	GOVSIGNATORY-TRADITIONAL
Applicant Name	sagar sethi
Email	sagarsethi020@gmail.com
Mobile	919289315801
PAN	LPRP55539F
Date of birth	02-Nov-2000
Gender	M
Address	G-5, VIKAS DEEP BUILDING PLOT NO. 18, LAXMI NAGAR DISTRICT CENTRE, VIKAS MARG, East Delhi, Delhi, 110092 New Delhi, Delhi - 110092 (India)
KycID	928931580@capricorn
Organization name	CAPRICORN IDENTITY SERVICES PRIVATE LIMITED
Pan Organization	AAVCS8838C
GSTIN	07AAVCS8838C1ZR
Organization Type	government
Department	ADMIN

#### Authorised Person

Name	ANKIT Kumar
Email	EXP.ANKIT983@GMAIL.COM
Mobile	919560296920
Designation	SUPPORT

Update the details and click on **Submit**.

### ORDER STATUS

- Certificate Completed
- eKyc Completed
- Pan Verification Completed
- Photo Completed
- Documents Completed
- Video Completed
- Application Form\* Pending
- Verification (Level -1) Waiting
- Verification (Level -2) Waiting
- Payment Waiting
- eSign Waiting
- Download Waiting

Order ID: OR31423181227 Created on: Nov 29, 2024 10:43 AM

#### Applicant Details

Certificate	Class - 3 Sign valid for 2 Year DSC . (GOV, Paperless)
Applicant Name	TEST PERSON
Email	TESTACCOUNT@gmail.com
Mobile	9199XXXXXXX
PAN	AAVCS8838C
Organization name	CAPRICORN IDENTITY SERVICES PRIVATE LIMITED
Pan Organization	AAVCS8838C
GSTIN	07AAVCS8838C1ZR

Edit Show More Detail

Pending Actions Update Signatory Form

Authorizing Person for Signatory Approval

Name	TEST PERSON	Mobile with country code	9199XXXXXXX
Email	TESTACCOUNT@gmail.com	Designation	SUPPORT

Update

Note: The details of the authorizing person must match those mentioned on the authorization letter.

If you have mentioned your PAN number, you have to verify your **NAME** and **DATE** of Birth as per your PAN/NSDL Data.

### ORDER STATUS

- Certificate**  
Completed
- eKyc**  
Completed
- Pan Verification**  
Pending
- Mobile Verification**  
Completed
- Email Verification**  
Pending
- Video**  
Pending

Order ID: OR264227298 Created on: Jun 24, 2024 10:10 AM

Show Certificate and ekyc Details [Expand](#)

Pending Actions → [Verify PAN](#) Prev Next Help ?

Verify PAN

Name \*

PAN \*

Date of Birth \*

☐ Change name in order

Verify

Verify your email by following the prompts to complete the email verification process.

### ORDER STATUS

- Certificate**  
Completed
- eKyc**  
Completed
- Pan Verification**  
Completed
- Photo**  
Pending
- Mobile Verification**  
Completed
- Email Verification**  
Pending
- Documents**  
Pending
- Video**  
Pending
- Application Form \***  
Pending
- Verification (Level -1)**  
Waiting
- Verification (Level -2)**  
Waiting
- Payment**  
Waiting
- eSign**  
Waiting
- Download**  
Waiting

Order ID: OR264227298 Created on: Jun 24, 2024 10:10 AM

Show Certificate and ekyc Details [Expand](#)

Pending Actions → [Verify Email](#) Prev Next Help ?

Verify Email

Email

Change

OTP

Verify

Get OTP

Upload a passport-sized photograph of the applicant.

### ORDER STATUS

- Certificate**  
Completed
- eKyc**  
Completed
- Pan Verification**  
Completed
- Photo**  
Pending
- Mobile Verification**  
Completed
- Email Verification**  
Completed
- Documents**  
Pending
- Video**  
Pending
- Application Form \***  
Pending
- Verification (Level -1)**  
Waiting
- Verification (Level -2)**  
Waiting
- Payment**  
Waiting
- eSign**  
Waiting
- Download**  
Waiting

Order ID: OR264227298

Created on: Jun 24, 2024 10:10 AM

Show Certificate and ekyc Details [Expand](#)

Pending Actions → Upload Photo

**Upload Your Photo Now**

[Upload applicant photo](#)

Passport size Photo of the applicant in JPG / PNG/ JPEG Format upto 30KB allowed (200px X 150px).

Photo resize tool [Click Here](#)

Upload the required documents.

### ORDER STATUS

- Certificate**  
Completed
- eKyc**  
Completed
- Pan Verification**  
Completed
- Photo**  
Completed
- Mobile Verification**  
Completed
- Email Verification**  
Completed
- Documents**  
Pending
- Video**  
Pending
- Application Form \***  
Pending
- Verification (Level -1)**  
Waiting
- Verification (Level -2)**  
Waiting
- Payment**  
Waiting
- eSign**  
Waiting
- Download**  
Waiting

Order ID: OR264227298

Created on: Jun 24, 2024 10:10 AM

Show Certificate and ekyc Details [Expand](#)

Pending Actions → Upload Document

**Applicant Pan card/ Aadhar card \***  
(Which no. is mentioned in order)

[Upload](#)

**Authorization letter \***

[Upload](#)

**Organizational ID card of Applicant \***  
(If applicable (Identity letter issued by the organization/ Pay Slip))

[Upload](#)

**Organizational ID card of an authorized person \***  
(If applicable (Identity letter issued by the organization/ Pay Slip with PAN / Passport / Driving License))

[Upload](#)

**Other Documents**  
(If you Required)

[Upload](#)

Important Notes:

- It is mandatory to display original documents during video recording.
- If the document has personal information on both sides, please scan both sides and upload it as single PDF.
- Copy of organizational ID card of Authorized signatory/Identity letter issued by the organization/ Proof of individuals association with organisation
- Designation of applicant is mandatory to mention in authority letter.
- For the government organizations, the authorised signatory shall be Controlling/Administrative Authority/Head of Office or Head of Department (HoD).
- In the panchayat level, for issuance of DSC to elected members, the authorised signatory shall be the Block Development Officer (BDO).
- If authorized signatory doesn't want to mention pan no. in his order, they are not required to show pan card in the video, But he is then required to mention the last 4 digit Aadhar no. and show the original Aadhar card in the video.

Click on **'Start Video Recording'** to initiate video verification.

**ORDER STATUS**

- Certificate** Completed
- eKyc** Completed
- Pan Verification** Completed
- Photo** Completed
- Mobile Verification** Completed
- Email Verification** Completed
- Documents** Completed
- Video** Pending
- Application Form \*** Pending
- Verification (Level -1)** Waiting
- Verification (Level -2)** Waiting
- Payment** Waiting
- eSign** Waiting
- Download** Waiting

**Order ID: OR264227298** Created on: Jun 24, 2024 10:10 AM  
[Show Certificate and ekyc Details Expand](#)  

Pending Actions → Record Video
Prev Next Help ?

**Complete your video verification**  
As per CCA guideline video verification required for DSC purchase.  
You can select your own language to speak while recording video.

Please show your original documents while recording video.

- Applicant Pan card/ Aadhar card
- Authorization letter
- Organizational ID card of Applicant

You can Record your video using

- Desktop / Mobile Web Browser
- Capricorn Customer App Android
- Capricorn Customer App IOS

Start Video Recording

The documents that you need to present during the video recording are listed on the video recording screen. Please ensure you have these documents ready before starting the recording.

While recording your video, clearly state your name and the video code displayed on the screen. This helps in verifying your identity and linking the video to your application.

**Record Video for DSC Order Id OR264227298**

Please show your original documents while recording video.

- Applicant Pan card/ Aadhar card
- Authorization letter
- Organizational ID card of Applicant

Please speak line below while recording video  
You can select your own language

English Hindi

I, sxxxx sxxxx with video code 091 have applied for digital signature with capricorn CA.

Start Video Recording

**Instructions for Video Recording:**

- Hold original documents on the edges and show them for at least 4-5 seconds.
- Ensure your face is fully visible, taking up 50% of the video frame with a clear background.
- Avoid dark shadows; ensure bright lighting on your face.
- Do not wear accessories like caps, headgear, eyeglasses, headphones, or sunglasses.
- Prefer a plain background and maintain a natural expression.
- Hold documents on the edges without covering any content or place them on a flat surface for recording.
- Videos with unclear video or audio will be rejected.

After recording your video, you have to preview it by clicking on the '**Play Video**' button and click on '**Submit**' to complete the video recording confirmation.

### Record Video for DSC Order Id OR264227298

Please show your original documents while recording video.

- 📎 Applicant Pan card/ Aadhar card
- 📎 Authorization letter
- 📎 Organizational ID card of Applicant

Please speak line below while recording video

You can select your own language

English Hindi

I, Sxxxx Sxxxx with video code 713 have applied for digital signature with capricorn CA.



Play Video

SUBMIT

If you unable to record clear video or your video preview not showing, then try to reset your camera permission, Go to

- Browser > Settings > Privacy and Policy > Site Settings > Camera >
- Remove https://secure.certificate.digital
- Remove https://www.capricorn.cash
- Refresh Browser and Try again to record video

Click on '**Continue to enrollment process**' to continue your DSC application.

### Record Video for DSC Order Id OR264227298

Please show your original documents while recording video.

- 📎 Applicant Pan card/ Aadhar card
- 📎 Authorization letter
- 📎 Organizational ID card of Applicant

Please speak line below while recording video

You can select your own language

English Hindi

I, Sxxxx Sxxxx with video code 713 have applied for digital signature with capricorn CA.



Video Uploaded Successfully.


Continue to Enrollment process

If you unable to record clear video or your video preview not showing, then try to reset your camera permission, Go to


- Browser > Settings > Privacy and Policy > Site Settings > Camera >
- Remove https://secure.certificate.digital
- Remove https://www.capricorn.cash
- Refresh Browser and Try again to record video

After recording your video, you can preview it by clicking on the '**Play**' button. If you find any mistakes or if the video was recorded incorrectly, you have the option to record the video again.

Pending Actions → Record Video




**Complete your video verification**  
As per CCA guideline video verification required for DSC purchase.  
You can select your own language to speak while recording video




You have recorded your video on 24-Jun-2024 10:47 AM


Please show your original documents while recording video.



Applicant Pan card/ Aadhar card




Authorization letter




Organizational ID card of Applicant


You can Record your video using




Desktop / Mobile Web Browser



Capricorn Customer App Android



Capricorn Customer App IOS



Play

Record Video Again

After Completing the above verification; If you had opted for **TOKEN REQUIRED** at the time of product selection. Then, you have to confirm your delivery address for token delivery.

Order ID: ORXXXXXX

Show Certificate and ekyc Details [Expand](#)

Pending Actions → Application Form

Shipping Address

Pending

Confirm

Please do above step to submit application form\*

Along with the delivery address, you can choose options:

1. **Send Token after downloading DSC.**
2. **Send Empty Token, I will download DSC Later.**

Then, click the **“Confirm and submit”** button.

Pending Actions → Update Shippings

Update Shippings

Name: XXXXXXXX

Mobile with country code: XXXXXXXX

Flat, House no., Building, Company, Apartment: XXXXXXXX

Area, Street, Sector, Village: XXXXXXXX

Landmark: XXXXXXXX

Postal Code (PIN): XXXXXXXX

Country: XXXXXXXX

State: XXXXXXXX

City: XXXXXXXX

☐ Send Token after download DSC

☒ Send empty token, I will download DSC later

**Confirm & Submit**

After completing the above verification, you will need to submit the **“Application Form”**.

**ORDER STATUS**

Order ID: OR264227298 Created on Jun 24, 2024 10:50 AM

Show Certificate and eSign Details expand

Pending Actions → Application Form

**CERTIFICATE DIGITAL** Government eSign & Digital Certificate Registration Form Form ID: OR264227298

Applicant Name: XXXXX XXXXX Mobile: 978XXXXXXX0000

Email: test987@gmail.com PAN Number: XXXXXXXXXX F

eSign ID: 14565@capricorn

Class - 3 Sign Year - 2

Address: 80C 1232

Town/City/District: New Delhi State/Union Territory: Delhi PIN code: 110002

Organization Name: central abcd Department: admin

Organization Type: GOVERNMENT Employee ID: 000345

Documents Submitted: ☒ Photo ☒ Video ☒ Applicant Pan card/ Aadhar card

Note: ?? of IT Act stipulates that if anyone makes a misrepresentation or suppresses any material fact from the CCA or CA for obtaining any DSC such person shall be punishable with imprisonment up to 2 years or with fine up to one lakh rupees or with both.

**Applicant Declaration**

I hereby agree to abide and confirm, that I have read and understood Provisions, Guidelines & Practices of Certificate/Digital CPS and the Subscriber Agreement. The information provided in this application form is Correct and true in all respect.

Date: 24-Jun, 2024 10:55 AM

Place: New Delhi

**Submit Application Form**

Once the application form is submitted, your order will be sent for verification. The verification will be conducted by Capricorn CA. Please wait for this process to be completed.

After your order has been verified, you will need to finalize the payment for your order. Make sure to complete this step to ensure the processing of your Digital Signature Certificate.

### ORDER STATUS

- Certificate**  
Completed
- eKyc**  
Completed
- Pan Verification**  
Completed
- Photo**  
Completed
- Video**  
Completed
- Application Form \***  
Completed
- Verification (Level -1)**  
Completed
- Verification (Level -2)**  
Completed
- Payment**  
Pending
- eSign**  
Waiting
- Download**  
Waiting

Order ID: OR264227298 Created on: Jun 24, 2024 10:10 AM

Show Certificate and ekyc Details [Expand](#)

Pending Actions → Make Payment

#### Payment Summary

DSC Amount	₹ XXXX
USB Amount	₹ XXX
CST (18%)	₹ XXX
<b>Payable Amount</b>	<b>₹ XXXX</b>

Need Help? [Contact Us](#)

#### Choose A Payment Options

Online Payment Gateway  
Credit Card, Debit Card, Net Banking, UPI e.t.c

Scan and Pay  
UPI, QR Code, Phone Pay, Google Pay, Paytm e.t.c

☐ Have a coupon code?

Once the payment is completed, a prompt will appear. Click on '**CONTINUE TO DSC ENROLLMENT**' to proceed to the next steps.

## Payment Successful!

### Transaction Details

Order ID	OR264227298
Transaction ID	314XXXXXXXXXXXXXXXXXXe
Payment Status	success
Amount	₹ XXXX /-
Name	sagar sethi
Mobile	919XXXXXXXX
Email	test989@gmail.com

CONTINUE TO DSC ENROLLMENT

Note: Invoice will be generated and send to registered email & mobile

After the payment, you need to eSign your '**Subscriber Agreement**'. As shown in the screenshot below, click on the '**Click here to login**' link to continue.

### ORDER STATUS

- Certificate**  
Completed
- eKyc**  
Completed
- Pan Verification**  
Completed
- Photo**  
Completed
- Video**  
Completed
- Application Form \***  
Completed
- Verification (Level -1)**  
Completed
- Verification (Level -2)**  
Completed
- Payment**  
Completed
- eSign**  
Pending
- Download**  
Waiting

**Order ID: OR264227298** Created on: Jun 24, 2024 10:10 AM

Show Certificate and ekyc Details [Expand](#)

Pending Actions → eSign

*Subscriber Agreement and DSC Form eSign*

As per CCA guidelines, applicants must read and e-sign the Subscriber Agreement and DSC Application Form to enable DSC download. Follow these simple steps to activate your digital signature certificate. You will be redirected to eSign.Digital to Sign the document.

KYCID : kiki555@capricorn

Please Login with Kyc to activate order and download DSC [Click here to login](#)

[Forgot PIN ??](#) [eKyc Dashboard](#)

You will need to log in using your eKYC credentials.

**Capricorn**  
Identity Service Pvt. Ltd.

Repository Download DSC Login **BUY CERTIFICATE**

**Enroll, Track and Manage your Digital Signature Certificate**

**Choose From Variety Of DSC Usage**

### CUSTOMER LOGIN


Mobile Email eKYC

Enter your kyc and pin to access your account

Kyc ID Enter username

KYC PIN

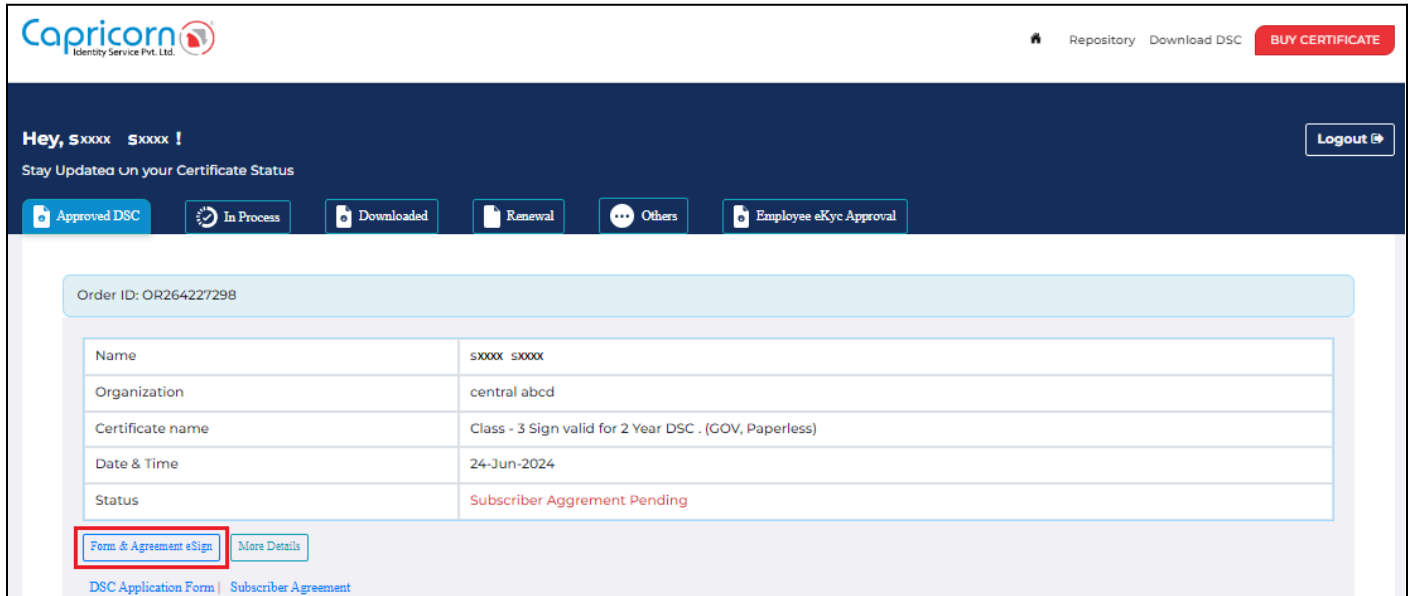
OTP [Get OTP](#)

☐ I'm not a robot 

Login

[Forgot eKyc PIN ??](#)

Upon logging in, your eKYC Dashboard will open. Here, you will see your order listed. Click on the **'Form & Agreement eSign'** option to eSign your Subscriber Agreement.



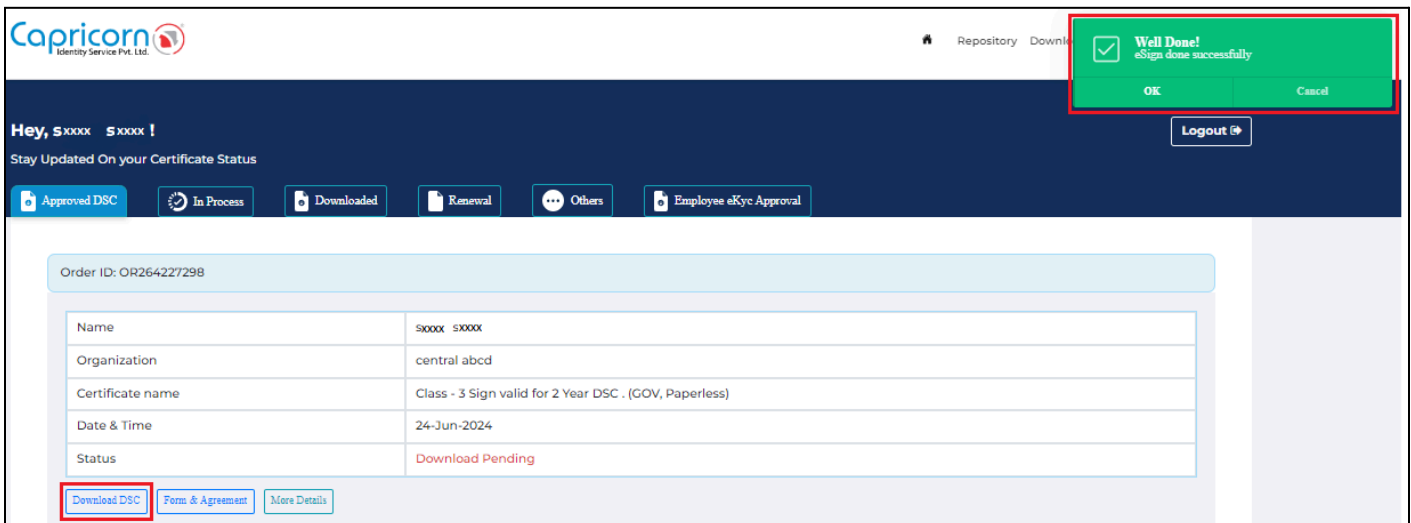
The screenshot shows the Capricorn eKYC Dashboard. At the top, there's a header with the Capricorn logo and navigation links: Repository, Download DSC, and a red button labeled BUY CERTIFICATE. Below the header, a dark blue bar contains the user greeting 'Hey, sxxxx sxxxx !', a 'Logout' button, and a status message 'Stay Updated On your Certificate Status'. A row of buttons includes Approved DSC, In Process, Downloaded, Renewal, Others, and Employee eKyc Approval. The main content area displays an order summary for Order ID: OR264227298. The summary table lists: Name (sxxxx sxxxx), Organization (central abcd), Certificate name (Class - 3 Sign valid for 2 Year DSC . (GOV, Paperless)), Date & Time (24-Jun-2024), and Status (Subscriber Agreement Pending). Below the table, the 'Form & Agreement eSign' button is highlighted with a red box, along with a 'More Details' button. At the bottom, there are links for 'DSC Application Form' and 'Subscriber Agreement'.

Order ID: OR264227298	
Name	sxxxx sxxxx
Organization	central abcd
Certificate name	Class - 3 Sign valid for 2 Year DSC . (GOV, Paperless)
Date & Time	24-Jun-2024
Status	Subscriber Agreement Pending

[Form & Agreement eSign](#) [More Details](#)

[DSC Application Form](#) | [Subscriber Agreement](#)

Your **Subscriber Agreement** will now be signed electronically. This completes the eSign process for your order.



The screenshot shows the Capricorn eKYC Dashboard after the eSign process. A green success message box is visible in the top right corner, stating 'Well Done! eSign done successfully' with 'OK' and 'Cancel' buttons. The dashboard layout is identical to the previous screenshot, but the 'Download DSC' button at the bottom of the order summary is now highlighted with a red box. The status in the summary table has changed to 'Download Pending'.

Order ID: OR264227298	
Name	sxxxx sxxxx
Organization	central abcd
Certificate name	Class - 3 Sign valid for 2 Year DSC . (GOV, Paperless)
Date & Time	24-Jun-2024
Status	Download Pending

[Download DSC](#) [Form & Agreement](#) [More Details](#)


After signing the **Subscriber Agreement**, your order will be ready for download.

You have to set your **Download Key** before downloading.

You will be able to view your “**ORDER ID, PIN CODE, and DOWNLOAD KEY**” on the screen.

Order ID: OR264227298

Name	XXXX XXXX
Organization	central abcd
Certificate name	Class - 3 Sign valid for 2 Year DSC . (GOV, Paperless)
Date & Time	24-Jun-2024
Status	Download Pending

 Download your DSC Now

OrderID	OR264227298
Pin code	110001
Download Key	<input type="text"/> <button>Update Download Key</button>

[Download DSC](#)

[Terms & Agreement](#) [More Details](#)

To learn how to download your Digital Signature Certificate (DSC), click on the provided link: '[Click here to learn how to download your DSC](#)'