

INSTALLATION INSTRUCTIONS

In order to verify the signature applied to the .pdf documents issued within the Virtual Private Space you should take the following steps:

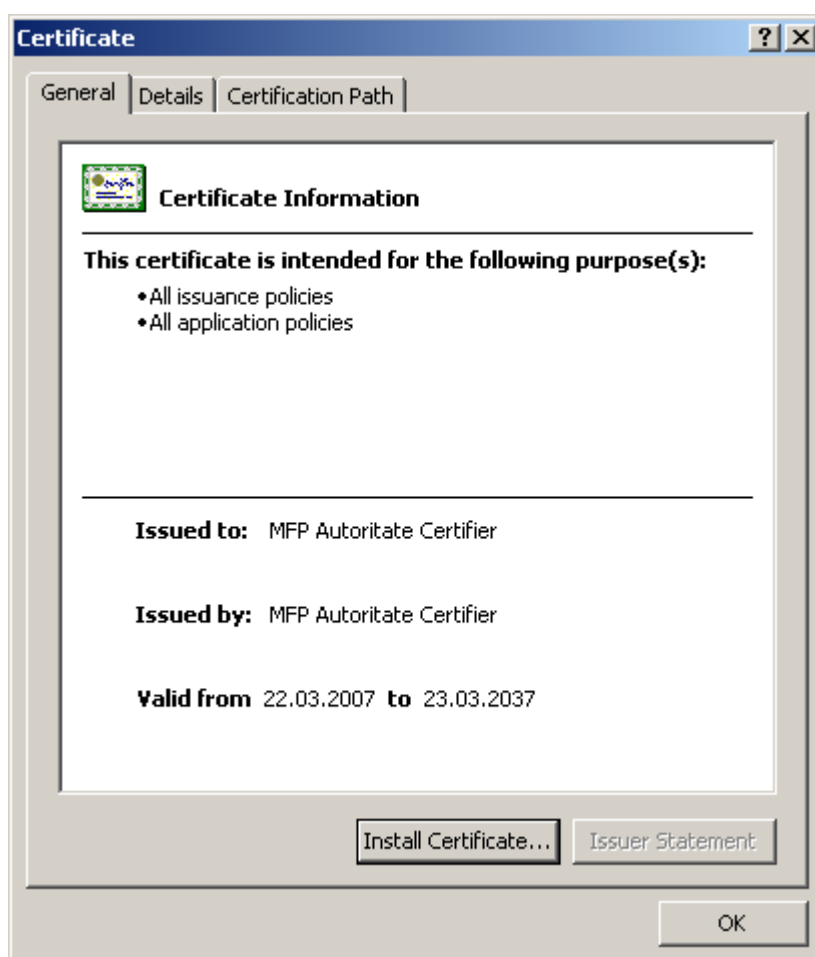
1. Install the MPF authority certificate
2. Install Adobe Reader
3. Configure Adobe Reader.

1. Install the MFP authority certificate

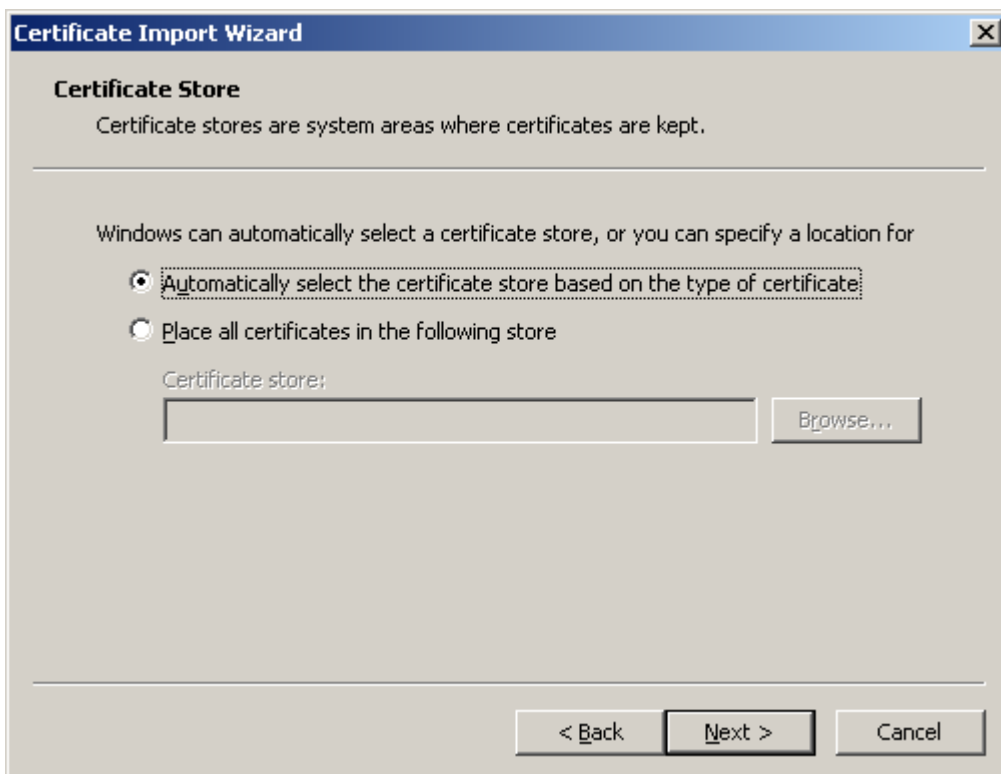
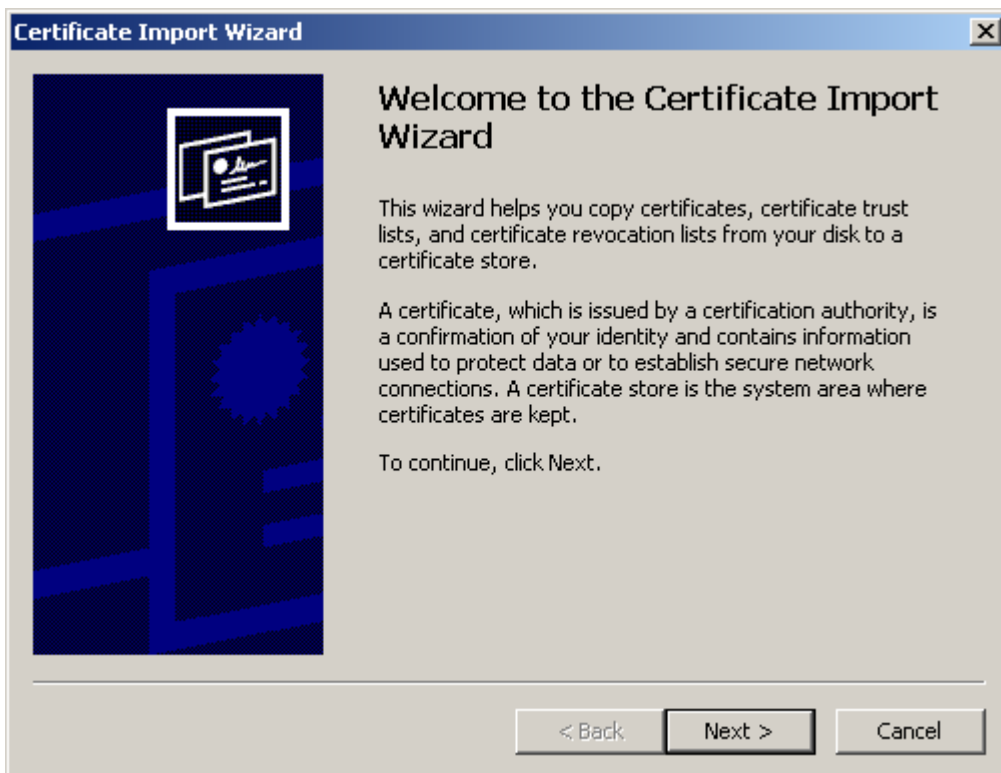
Download the MFP authority certificate from this link:

https://static.anaf.ro/static/10/Anaf/depunere_declaratii/autoritate.zip

- Unzip the file
- Double click "autoritate.cer" file

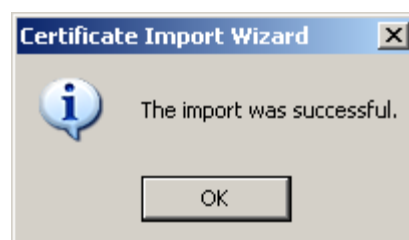


- Click "Install Certificate"
- Click "Next"

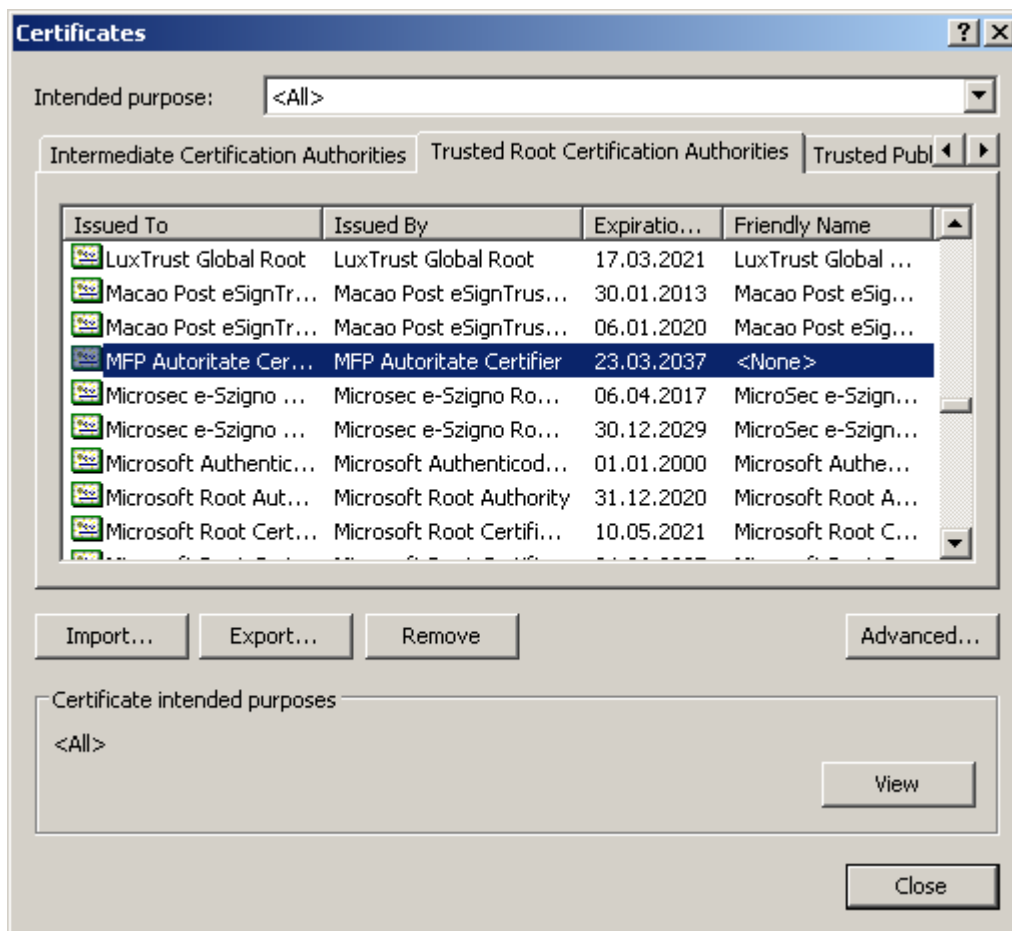




- Click "Finish"



The authority certificate will be installed in browser



2. Install Adobe Reader

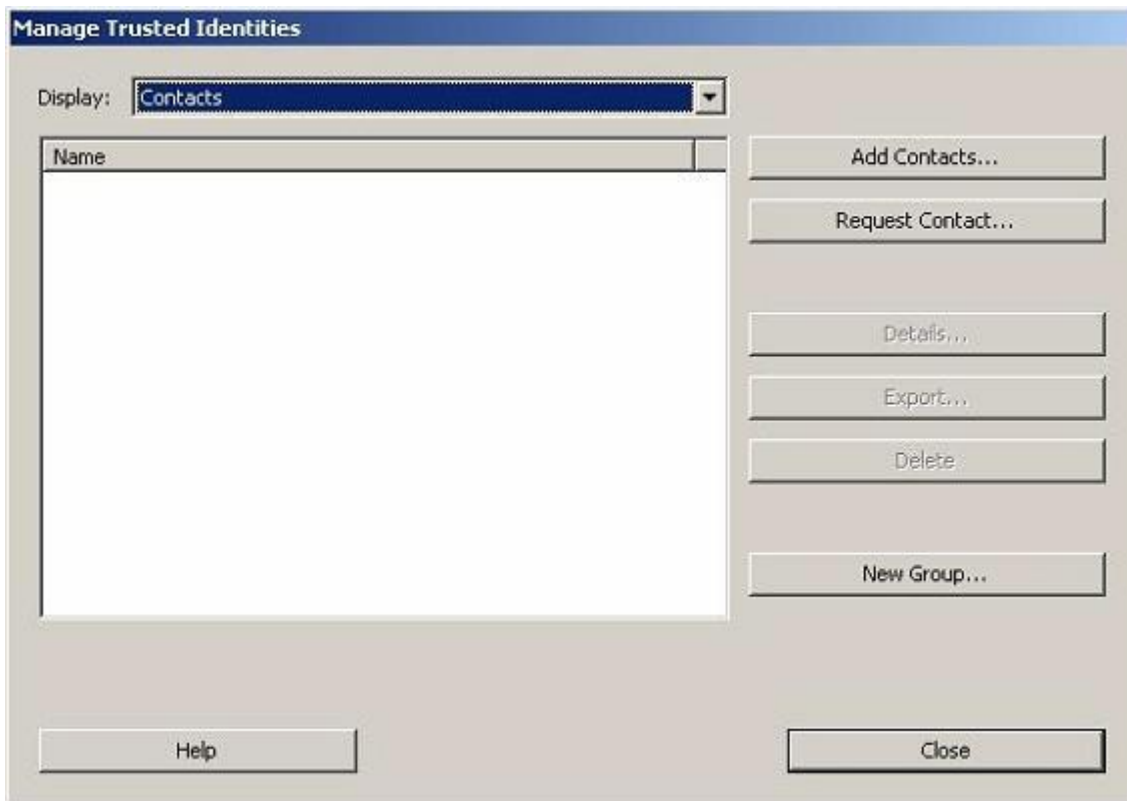
Before downloading Adobe Reader please check the hardware configuration recommended by the application manufacturer.

3. Configure Adobe Reader

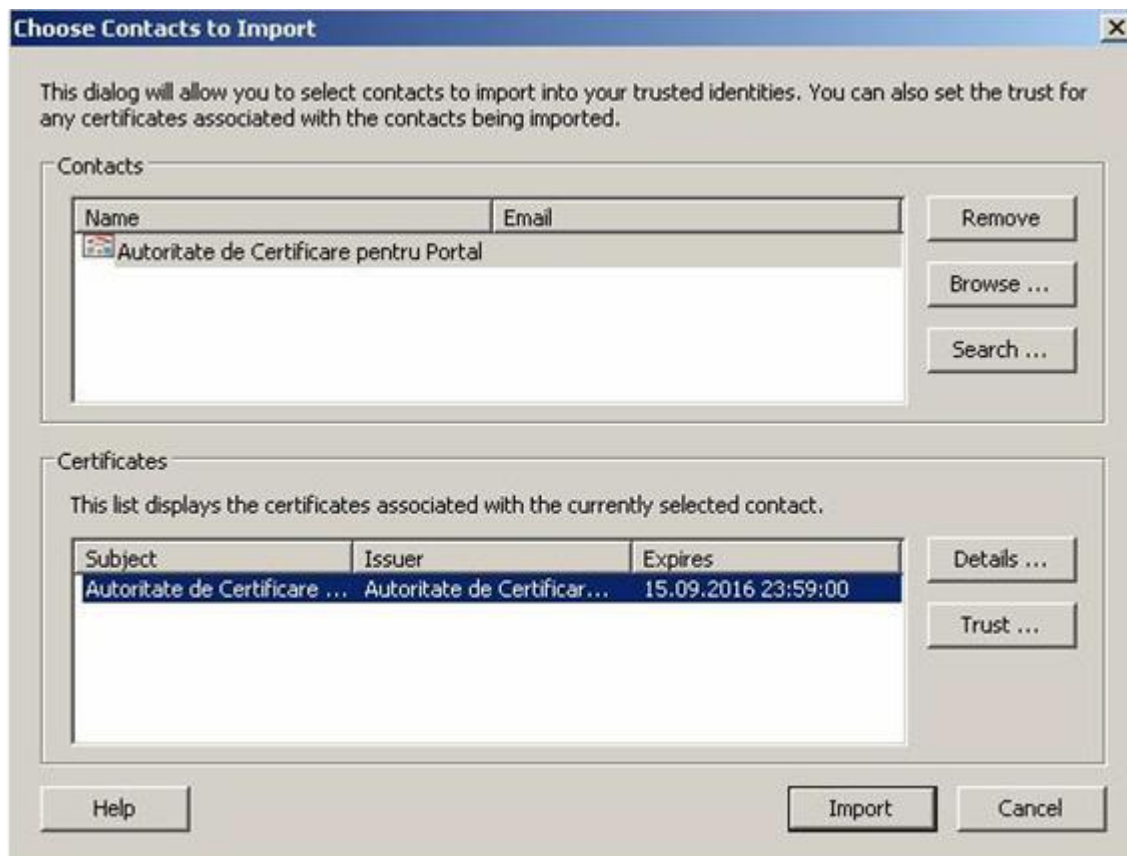
- For Adobe Reader 9 certification authority/autoritatea de certificare should be imported.
(the file autoritate.cer will be downloaded from this link:
http://static.anaf.ro/static/10/Anaf/depunere_declaratii/autoritate.zip)

Open Adobe Reader

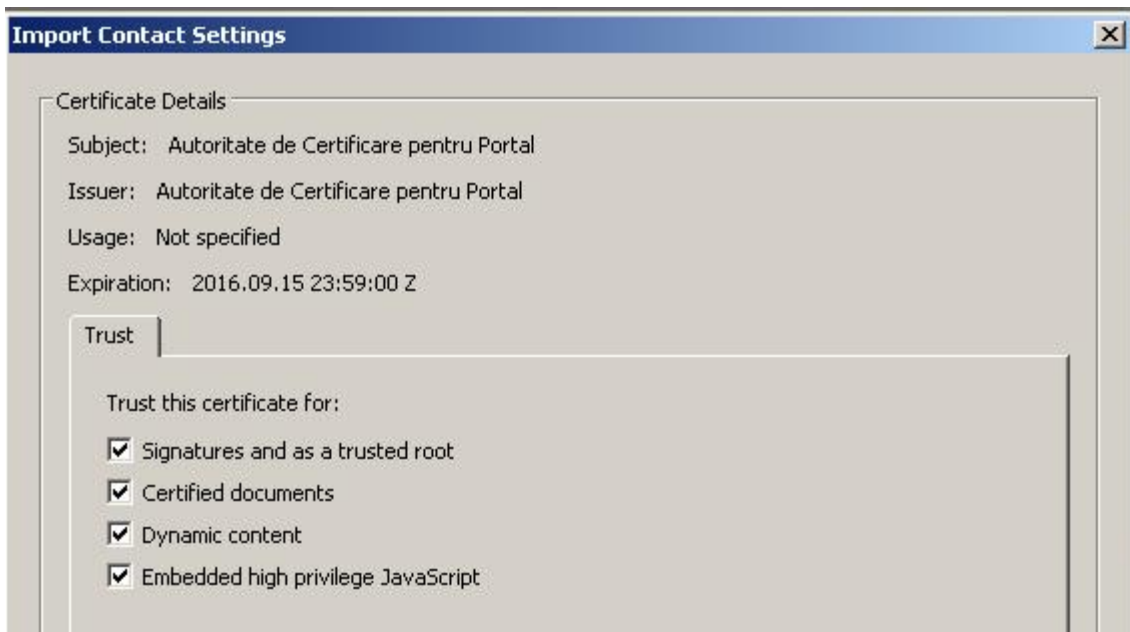
From "Document" menu choose "Manage trusted identities". In "Manage trusted identities" window click "Add Contacts" button.



In "Chose contacts to import" window click "Browse". Identify and select the Certification authority/Autoritatea de certificare (.cer file). After this action the certification authority/autoritatea de certificare will appear in "Contacts" window. With a single mouse click, it will also be sent to the "Certificates" section below. Select it with a single click and then click "Trust" button

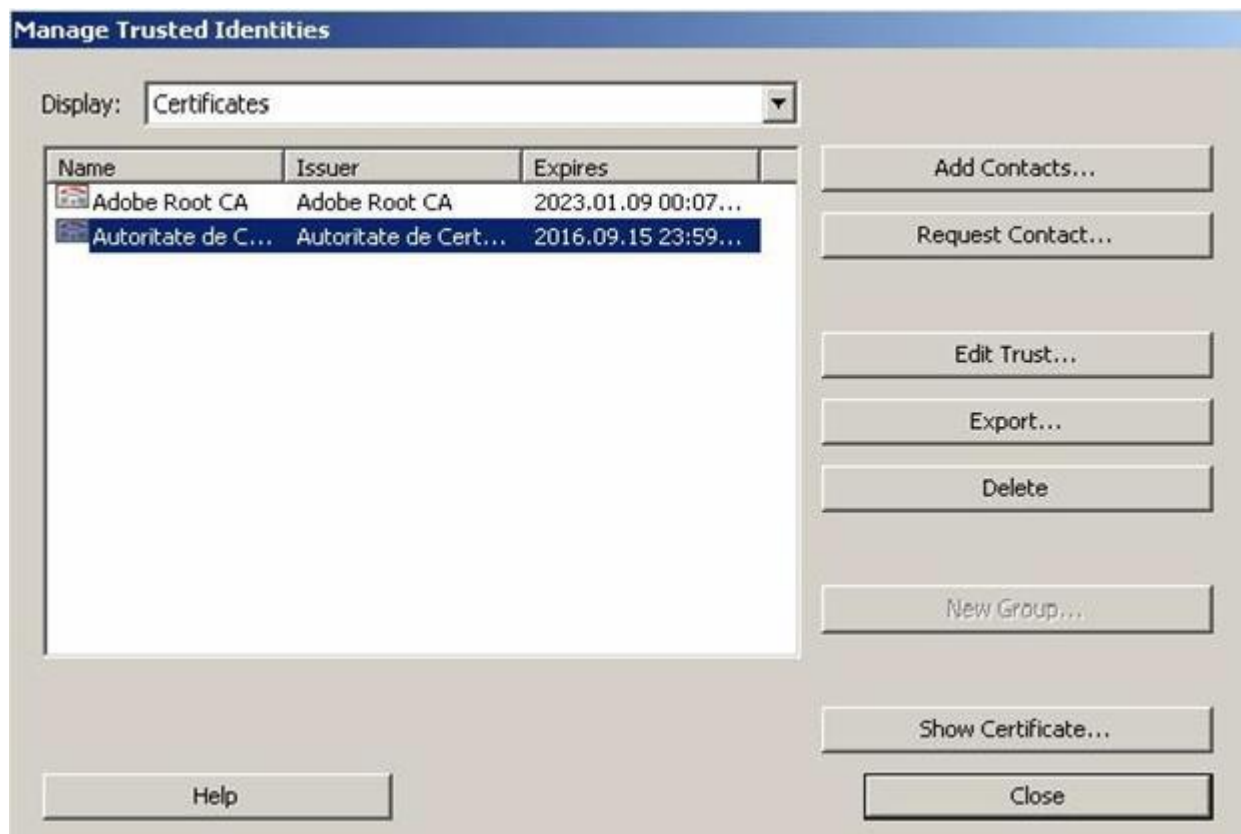


The result of this action will open a window "Import Contact Settings" where all for options from "Trust this certificate for" should be selected as can be seen in the picture below.



After clicking "OK" return to the "Choose contacts to import" window where the "Import" button will be clicked on. After this action will appear a window called "Import Complete". Click OK to close the window.

Checking the installation of the Certification Authority/ Autoritatea de Certificare file can be done in the "Manage Trusted Identities" window by selecting the "Certificates" option under the "Display" heading.



For Adobe Reader X, XI, if the signature is unknown after the root install, the following settings should be done:

- select Edit – Preferences – Signatures – Verification. Select More under „Control how and when signatures are verified” menu. In next window select Validating Signatures and Validating Certified Documents from Windows Integration – Trust ALL root certificates the Windows Certificate Store for section.

Signature Verification Preferences ✕

☒ Verify signatures when the document is opened

☐ When document has valid but untrusted signatures, prompt to review and trust signers

Verification Behavior

When Verifying:

☒ Use the document-specified method; prompt if unavailable

☐ Use the document-specified method; if unavailable, use default method

☐ Always use the default method: Adobe Default Security ▾

☒ Require certificate revocation checking to succeed whenever possible during signature verification

☐ Ignore document validation information

Verification Time

Verify Signatures Using:

☒ Time at which the signature was created

☐ Secure time (timestamp) embedded in the signature

☐ Current time

☒ Use expired timestamps

Verification Information

Automatically add verification information when saving signed PDF:

☒ Ask when verification information is too big

☐ Always

☐ Never

Windows Integration

Trust ALL root certificates in the Windows Certificate Store for:

☒ Validating Signatures

☒ Validating Certified Documents

Selecting either of these options may result in arbitrary material being treated as trusted content. Take care before enabling these features.

Help OK Cancel

Select Certificate Details

D200_test.pdf - Adobe Reader

File Edit View Window Help

At least one signature has problems.

Signature Panel

▼ Export PDF

Adobe ExportPDF

Convert PDF files to Word or Excel

Select PDF File:

D200_test.pdf

Convert To:

Microsoft Word (*.docx)

Recognize Text in English(U.S.)

Change

Convert

► Create PDF

► Send Files

► Store Files

Signatures

Validate All

Rev. 1: Signed by Ministerul Finantelor I

Signature validity is unknown:
Document has not been modified since
Signature is valid, but revocation of the
Signing time is from the clock on the sig

Signature Details

Last Checked: 2015.03.31 09:45:33 +03'00'

Field: signature on page 1

[Click to view this version](#)

ANAF
Agenția Națională de Administrare Fiscală

DECLARAȚIE
privind veniturile realizate
din România

Validity unknown
Digitally signed by Ministerul Public
Date: 2015.03.31 09:45:33 +03'00'
Reason: (C=RO) 10.02.2014
Location: signature

☐ Declarație Rectificativă

Anul: 2014

I. DATE DE IDENTIFICARE A CONTRIBUABILULUI

Nume _____ Prenume _____ Cod numeric personal / Număr de identificare fiscală _____

Adresa _____ BANCA _____

Telefon _____ Cost înlocuire (BANCA) _____

(suma de control) 0

II. DATE PRIVIND VENITURILE REALIZATE, PE SURSE SI CATEGORII DE VENIT

1 A. DATE PRIVIND ACTIVITATEA DESFĂȘURATĂ

1. Categoria de venit _____ 2. Venituri din profesii libere _____

2. Determinarea venitului net _____ 2. Cote forfetare de cheltuieli _____

3. Forma de organizare _____ 1. Individual _____

4. Obiectul principal de activitate (cod CAEN) _____ 0115 _____

5. Sediu / Datele de identificare ale bunului pentru care se cedează folosința _____

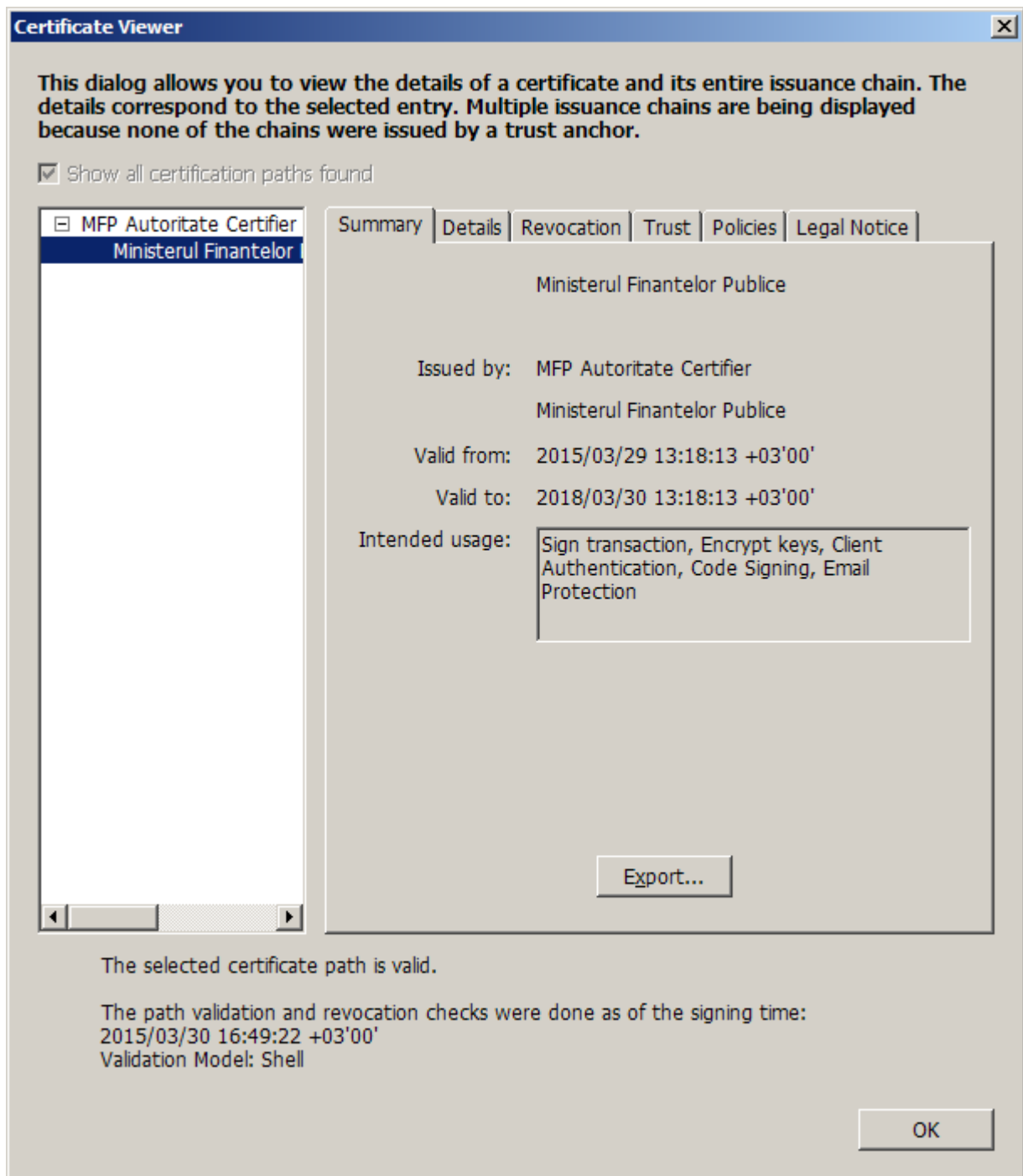
6. Documentul _____ 1 _____ 7. Nr. _____ 11 _____ 8. Data _____ 10.02.2014 _____

9. Data început _____ 10.02.2014 _____ 10. Data sfârșit _____ 10.02.2014 _____

1 B. VENIT NET / CASTIG NET ANUAL

1. Venit brut	0
2. Cheltuieli deductibile	0
2.1 Contribuții sociale obligatorii, potrivit legii	0
3. Venit anual (rd.1 - rd.2), din care:	0
3.1. Venit net aferent activităților cu regim de reținere la sursă a impozitului	0
4. Castig net anual	0
5. Pierdere fiscală (rd.2 - rd.1) / Pierdere netă anuală	0

Select Trust tab – Add to Trusted Certificates



Select: Certified documents, Dynamic content, Embedded high privilege JavaScript, Privileged system operations (networking, printing, file access, etc).

Import Contact Settings



Certificate Details

Subject: Ministerul Finantelor Publice <admin.portal@mfinante.ro>

Issuer: MFP Autoritate Certifier

Usage: Sign transaction, Encrypt keys

Expiration: 30.03.2018 10:18:13

Trust

A certificate used to sign a document must either be designated as a trust anchor or chain up to a trust anchor in order for signature validation to succeed. Revocation checking is not performed on or above a trust anchor.

☐ Use this certificate as a trusted root

If signature validation succeeds, trust this certificate for:

☒ Signed documents or data

☐ **Certified documents**

☐ Dynamic content

☐ Embedded high privilege JavaScript

☐ Privileged system operations (networking, printing, file access, etc.)

Help

OK

Cancel