e-Cert (Encipherment) Issuance Procedures

Steps to be taken by the Applicant

Steps to be taken by Hongkong Post

The Authorised Representative submits the application with relevant documents and subscription fees IN PERSON at any post office. The Authorised Representative is required to present his/her HKID card to the Hongkong Post staff for identity authentication.

The application form and relevant documents will be forwarded to Hongkong Post CA Centre for processing and verification of applicant's details.

Hongkong Post notifies the Authorised Representative by e-mail of the approval of the application. PIN envelopes containing the PINs of respective e-Certs will be delivered to the Authorised Representative by post.

The Authorised Representative distributes the PIN envelopes to individual Authorised Units.

Hongkong Post generates the key pairs on behalf of the Applicant, generates the e-Certs and stores each of the key pairs and e-Certs on individual floppy disks or e-Cert File Cards.

Hongkong Post delivers the floppy disks or e-Cert File Cards to the Authorised Representative by post.

The Authorised Representative distributes the floppy disks or e-Cert File Cards to individual Authorised Units. Authorised Units may access and use the e-Cert on the floppy disk or e-Cert File Card with the password inside the PIN envelope.

Hongkong Post publishes the accepted e-Certs in the public repository as required under the Electronic Transactions Ordinance.

For more details about e-Cert, please visit www.hongkongpost.gov.hk
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