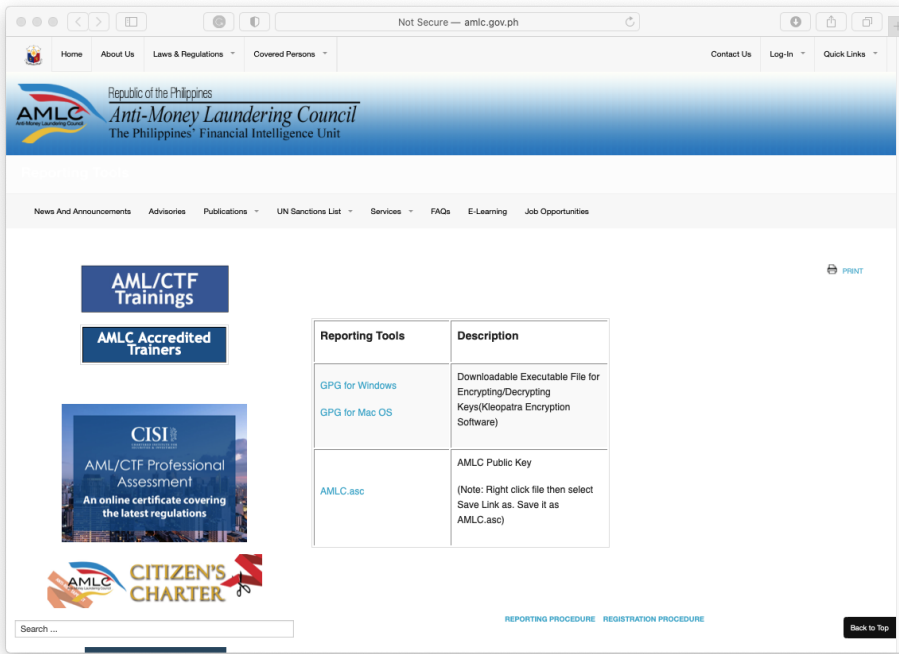
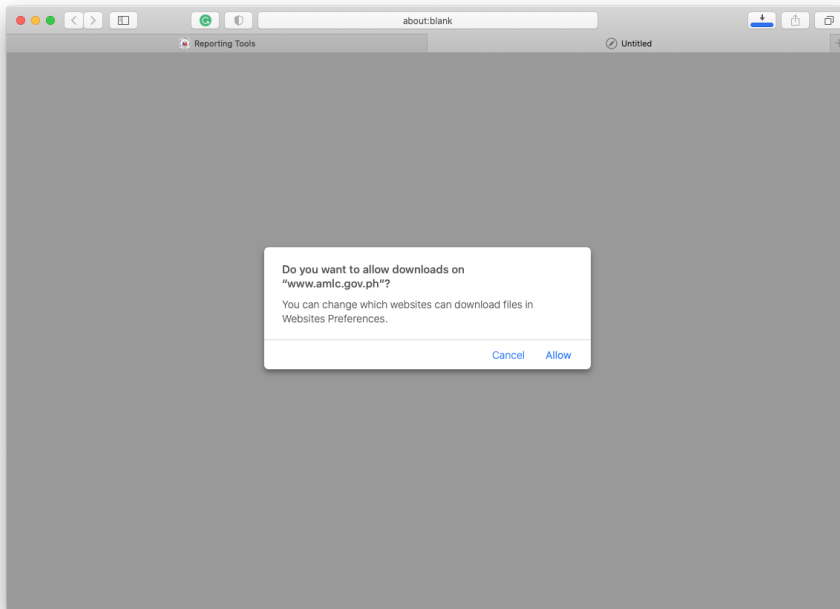


Installation of GPG Suite (GPG Software for MacOS)

1. Browse to the AMLC website → Services → Reporting Tools



2. Download GPG for MacOS.



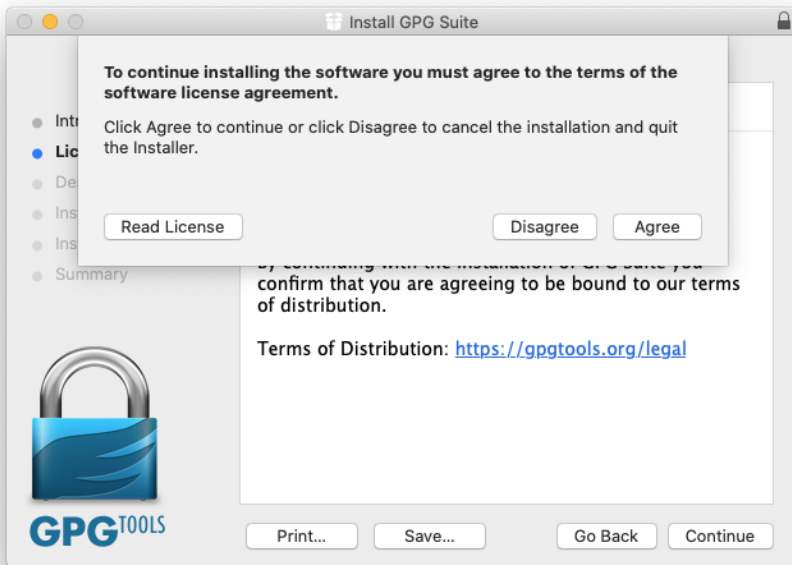
3. Launch the downloaded installer. Click on the Install icon.



4. Click on Continue.



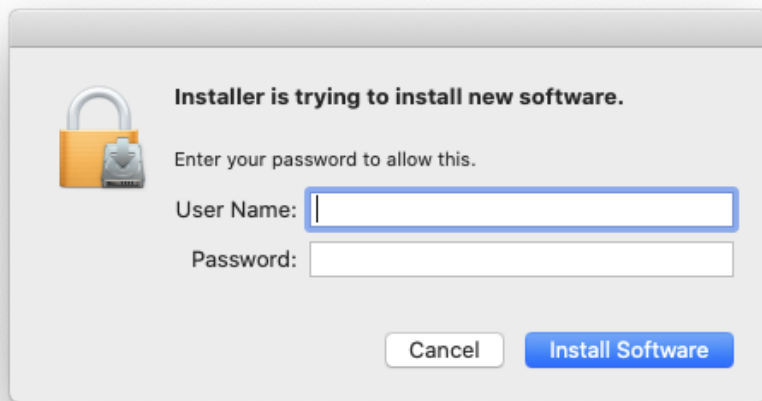
5. Click on Agree.



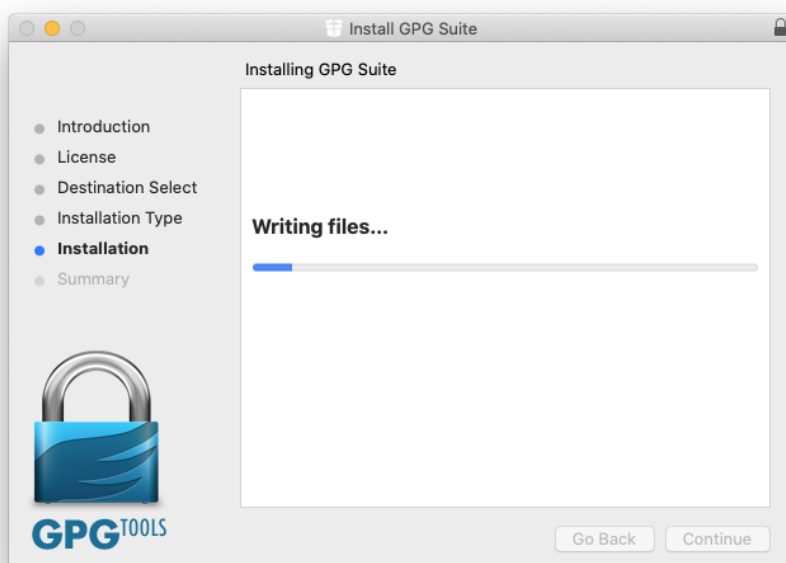
6. Click on Install.



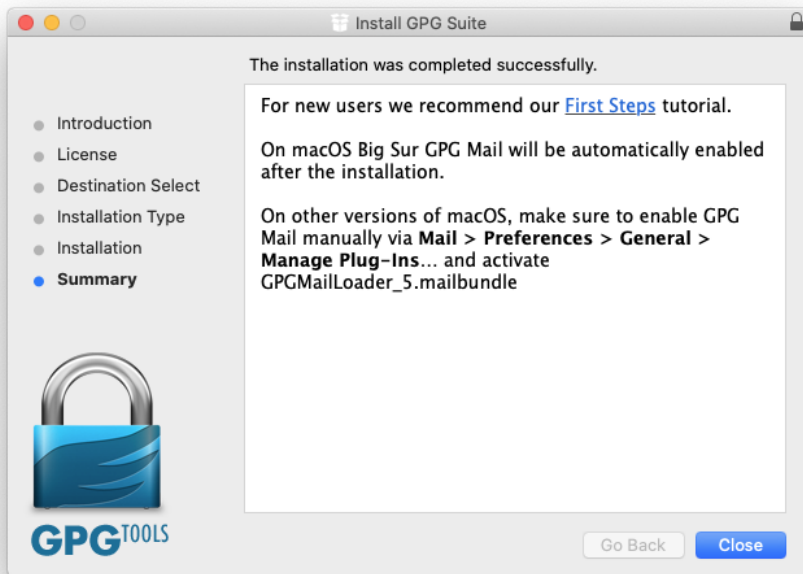
7. Input the MacOS username and password (username used to boot-up the Mac).



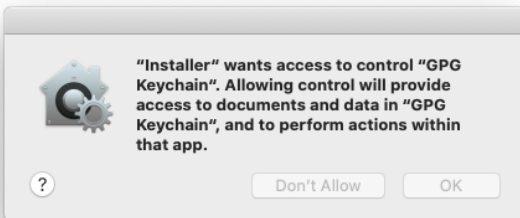
8. Wait for the installation process to finish.



9. Click on Close.

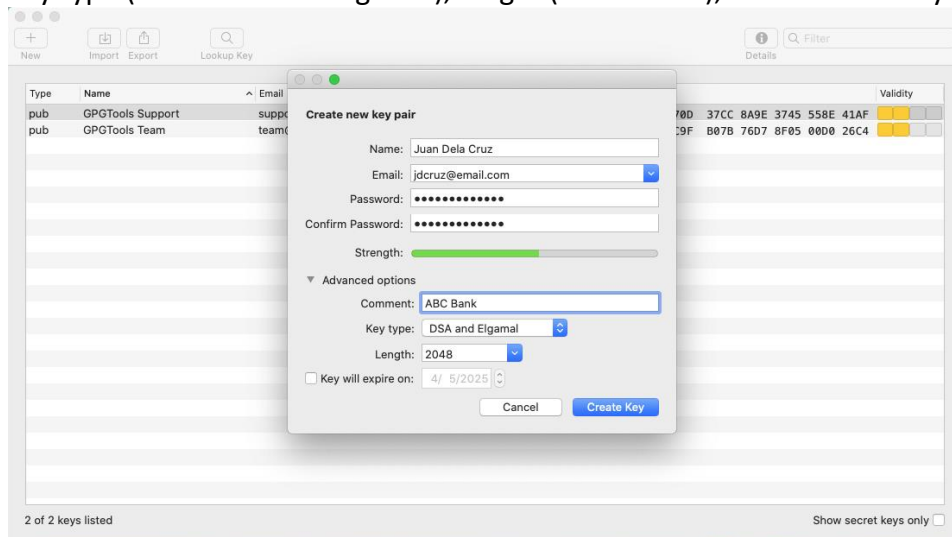


10. If a window pops-up confirming access to control GPG Keychain, click on Ok.

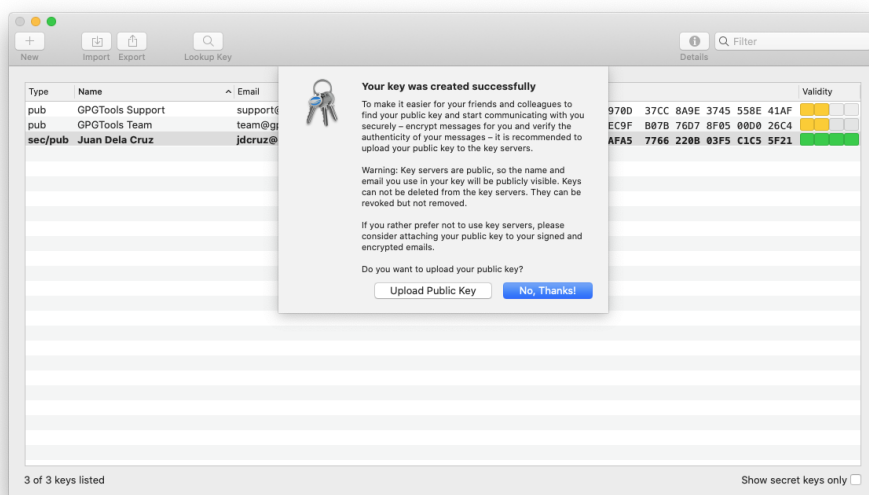


Generation of Key Pairs (One-time Procedure)

1. The Create New Key Pair dialog box will automatically pop-up. Input the name of the compliance officer, email address, passphrase (to be used whenever a report will be signed and encrypted prior to submission to the AMLC). Click on Advanced option and input the name of the institution (on the comment text box), key type (set to DSA and Elgamal), length (set to 2048), and uncheck key expiration. Click on Create Key.

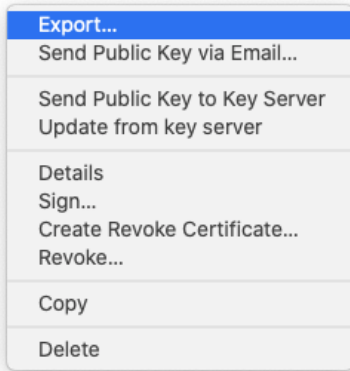


2. After the key pair is created, click on No to skip uploading of the public key to a key server.

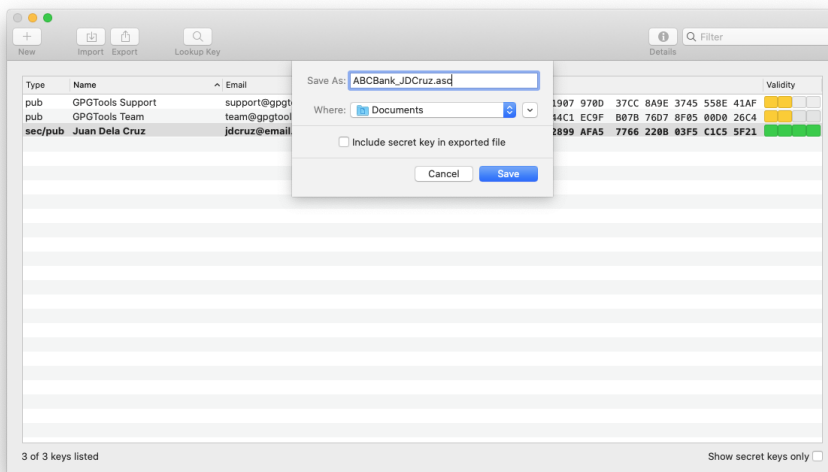


Exporting Public Key

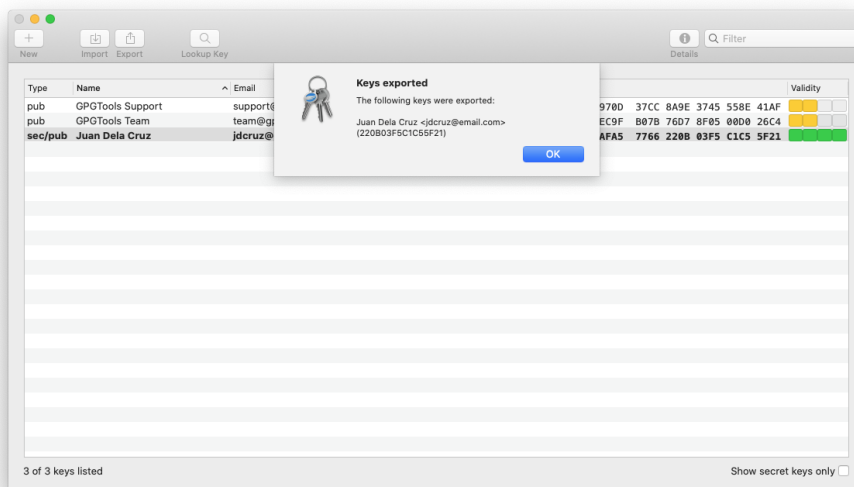
1. Right click on the created key pair. Click on Export



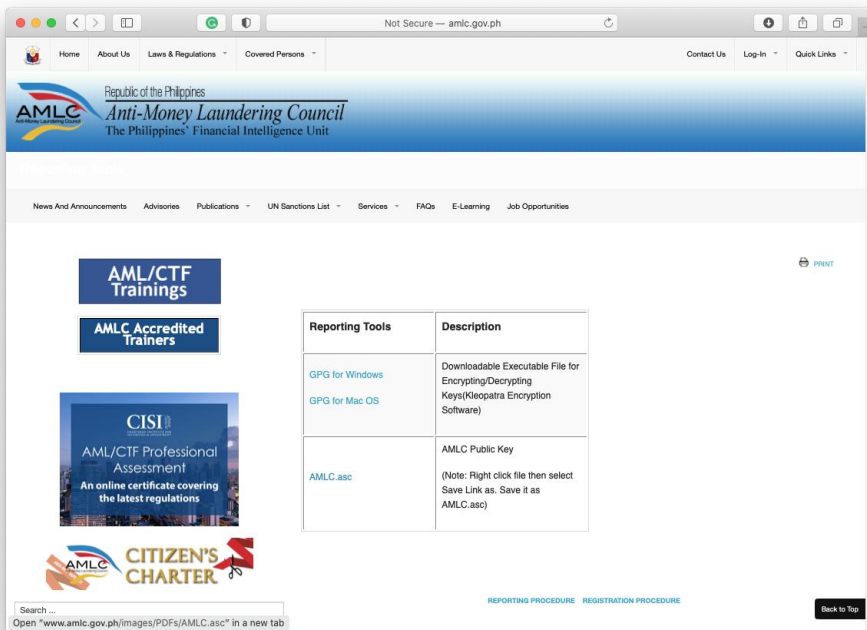
2. Rename the default filename. Use the .asc filename extension. Set the preferred location. Ensure the tickbox to include secret key is unchecked. Click on Save.



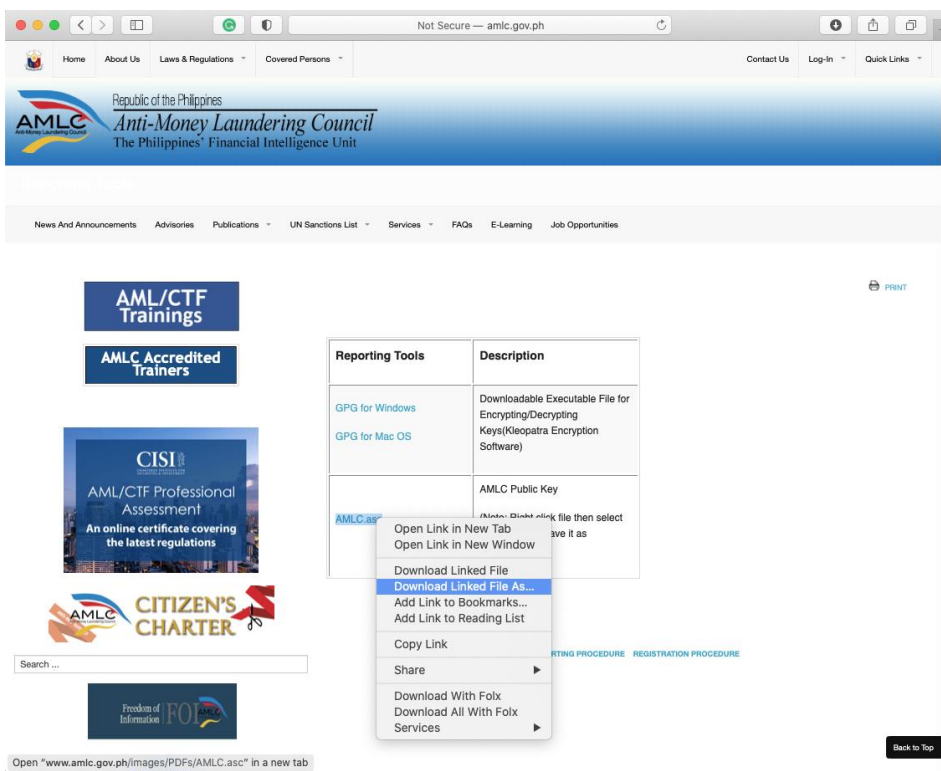
3. Click on Ok.



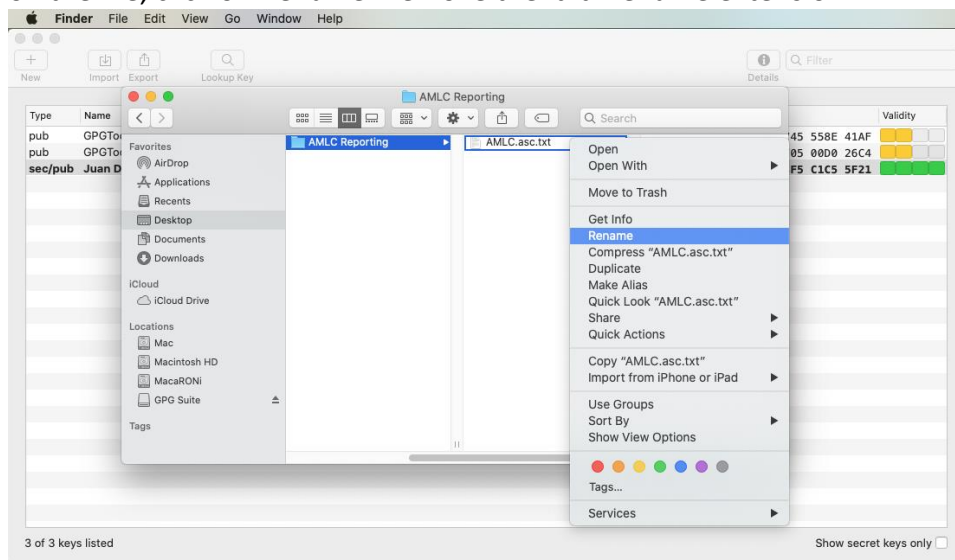
4. Browse to the AMLC website → Services → Reporting Tools



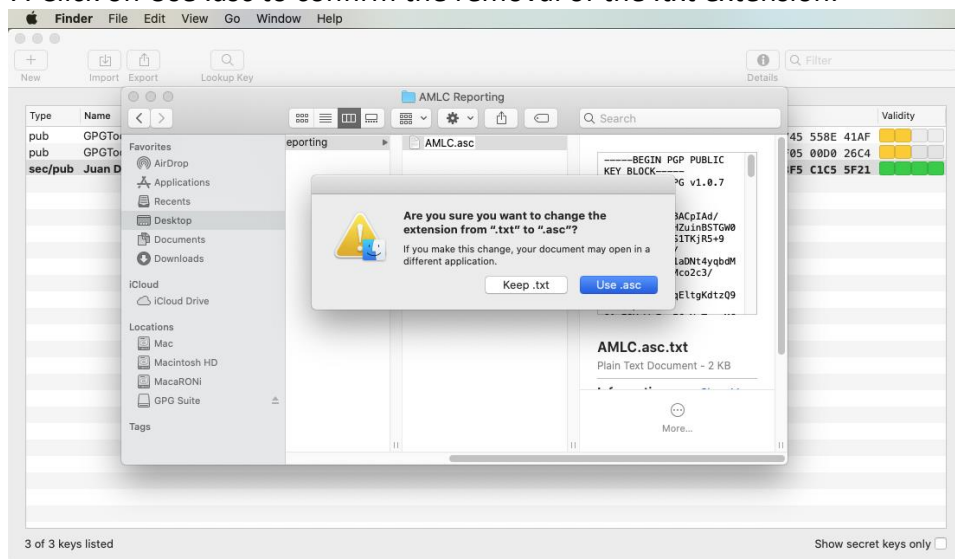
5. Right click on AMLC.asc. Click on Download Linked File As... Save the file to your preferred location.



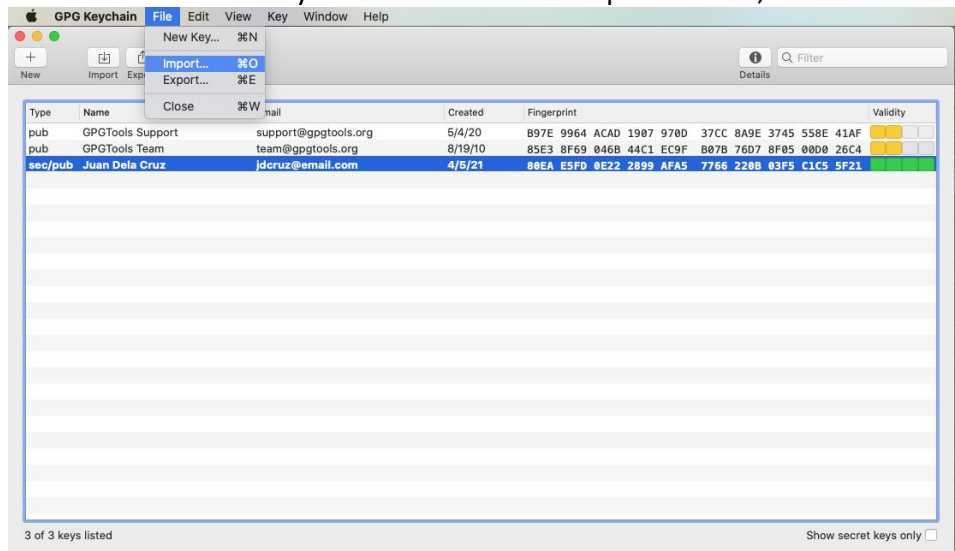
6. Browse to where the exported file was saved. If the file AMLC.asc ends with the .txt extension, right click on the file, click on Rename. Remove the .txt filename extension.



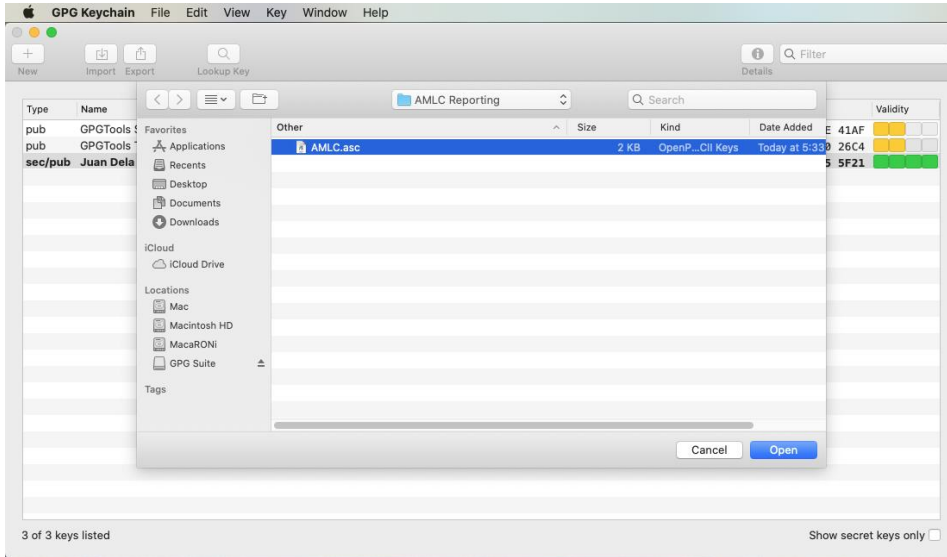
7. Click on Use .asc to confirm the removal of the .txt extension.



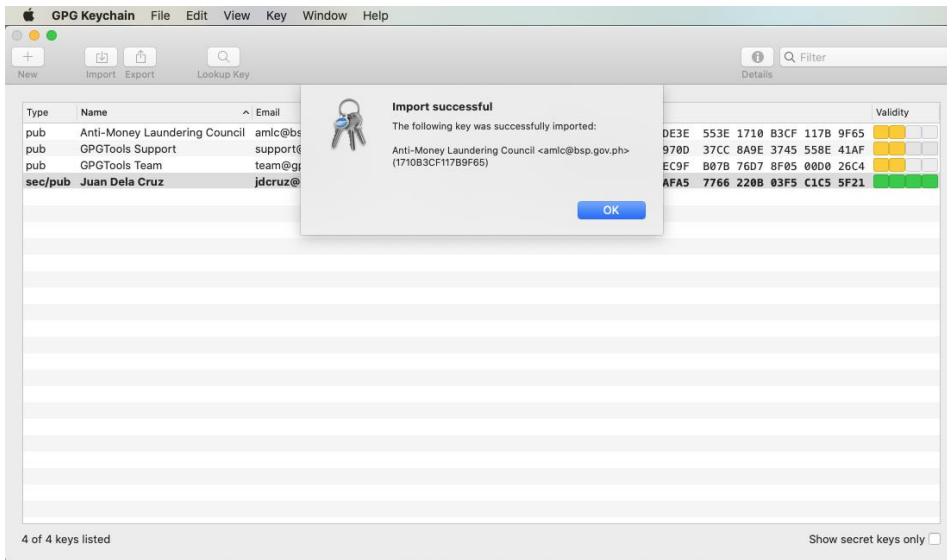
8. Click on the GPG Keychain window. Click Import button, or under the menu bar, click on File → Import...



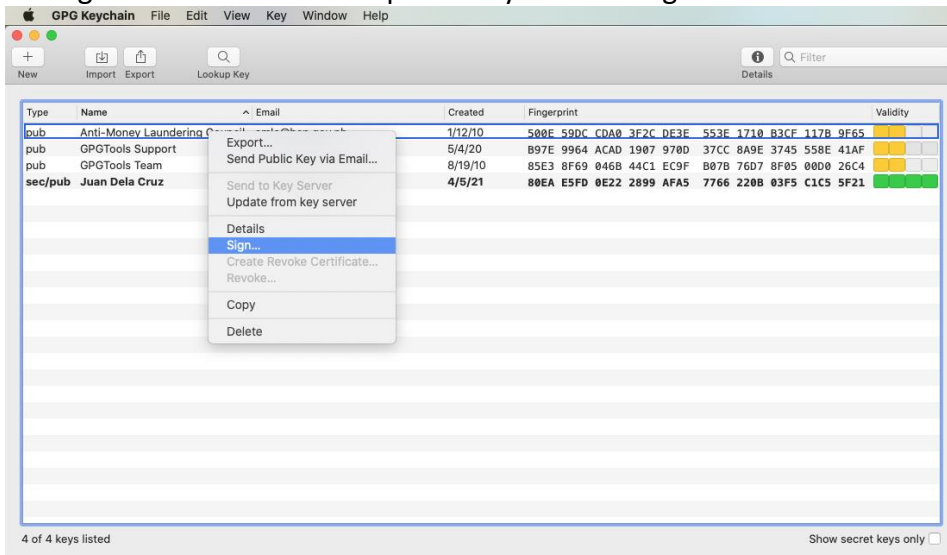
9. Browse to the location where the AMLC.asc file was downloaded and renamed. Click on Open.



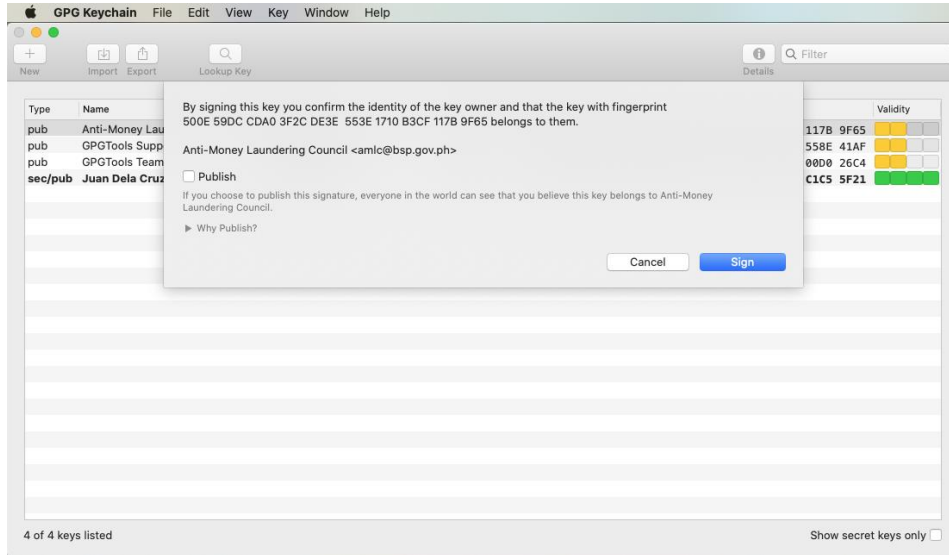
10. Click on Ok.



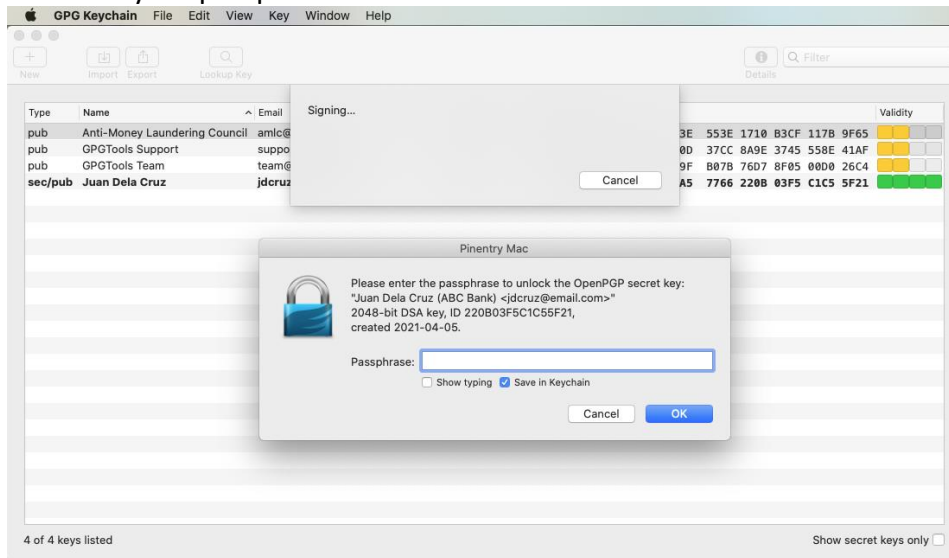
11. Right click on the AMLC's public key. Click on Sign.



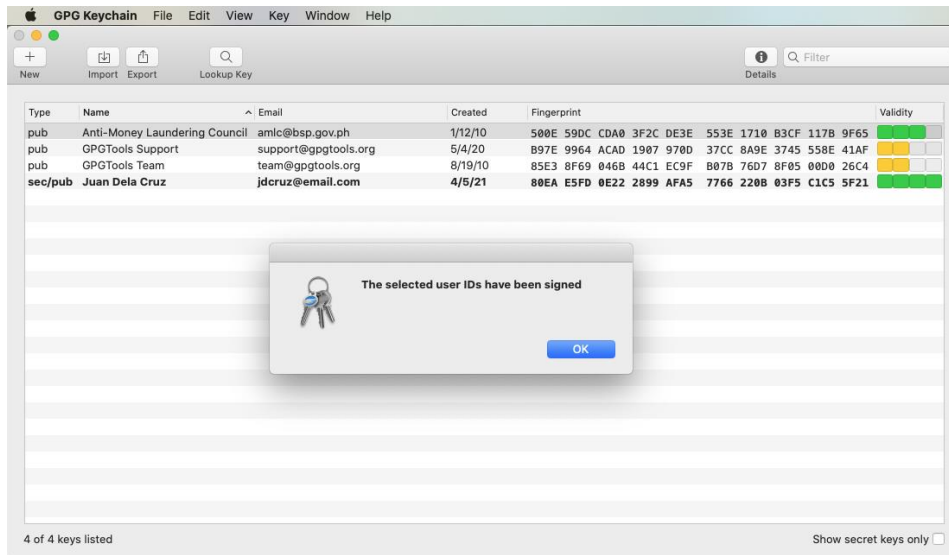
12. Click on Sign.



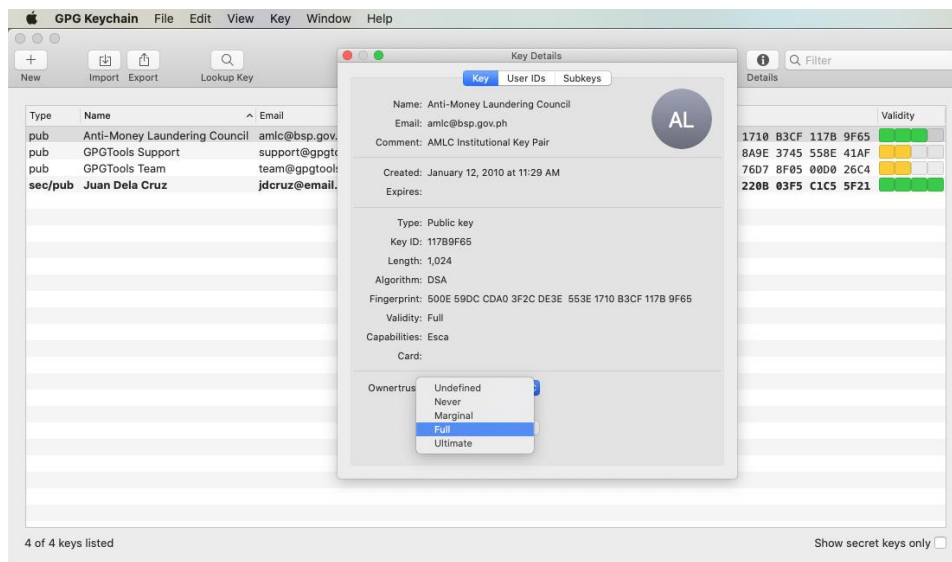
13. Enter your passphrase.



14. Click on Ok.

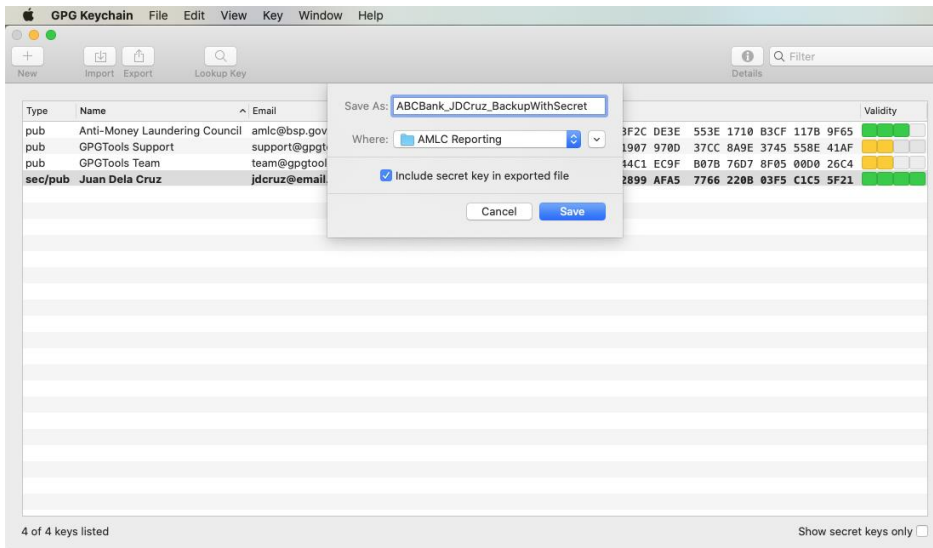


15. Double click on the AMLC public key. Set the Ownertrust to Full.

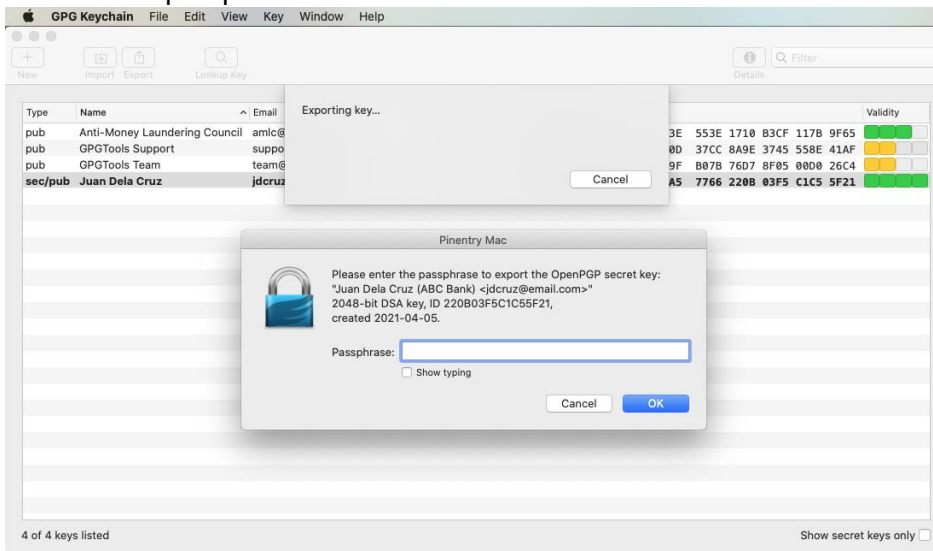


Backup Procedure

1. To backup the key pair, click on the created key pair, click on Export. Set the filename, location and ensure the tickbox to include secret key is checked. Click on Save.

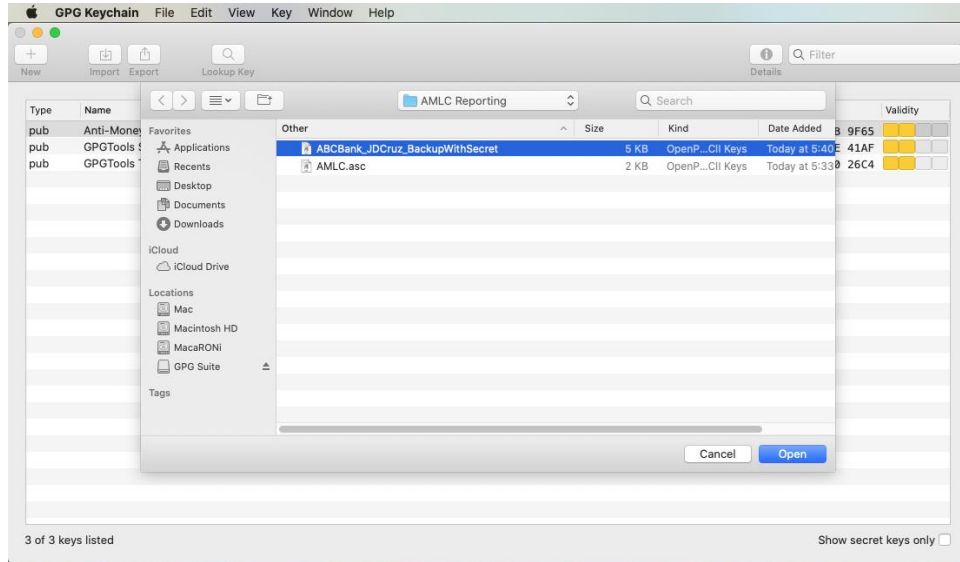


2. Enter the passphrase. Click on Ok.

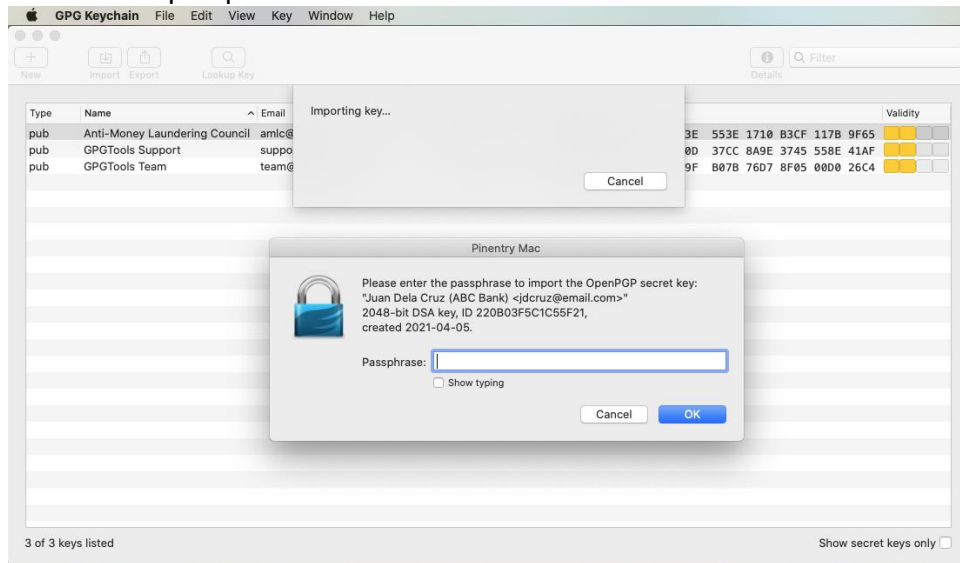


Recovery Procedure (To be done only when the original setup is compromised, and only if the CP has performed the back-up procedure)

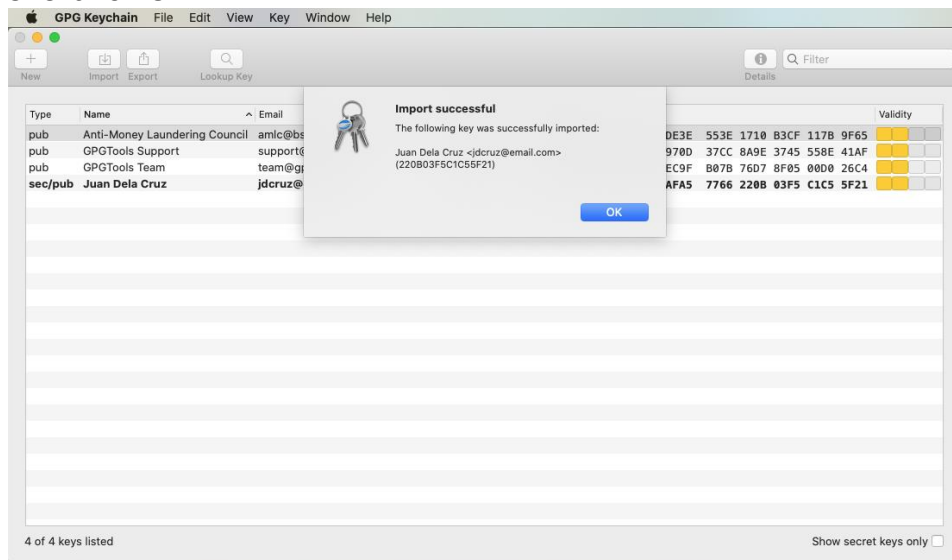
1. Click on Import. Select the backup file. Click on Open.



2. Enter the passphrase.



3. Click on Ok.



4. Double click on the restored key pair. Set the Ownertrust to Ultimate.

