

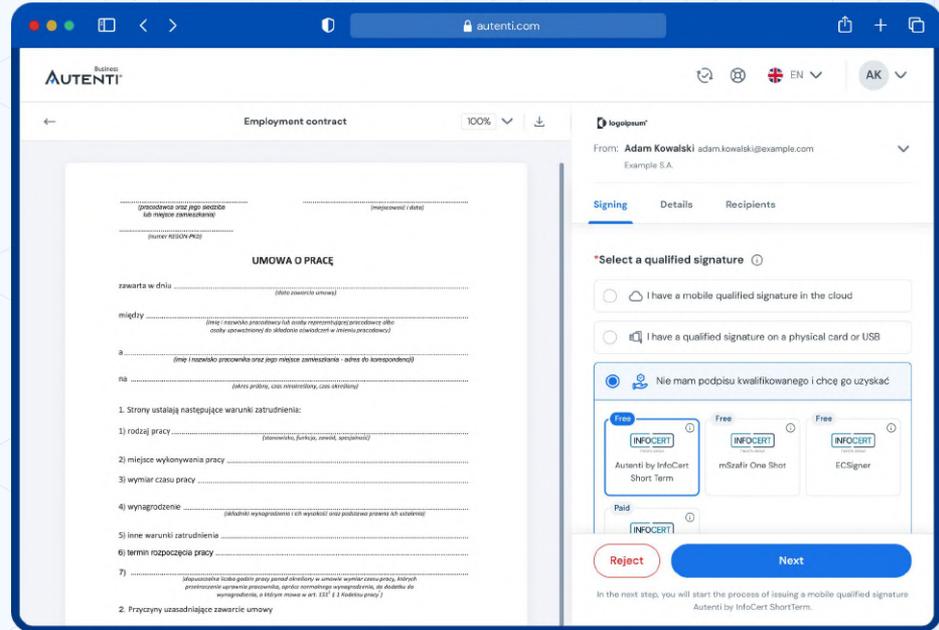


**Qualified Signature
SelfQ by InfoCert**

How does it work?

Step 1

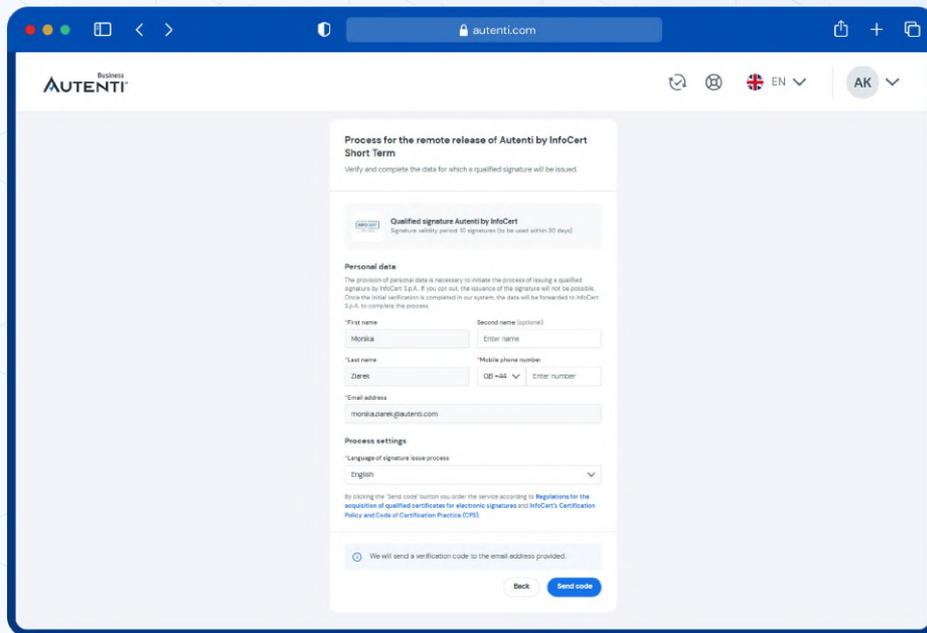
During the signing process, select the option 'I don't have a qualified electronic signature and want to obtain one,' then choose the InfoCert SelfQ option.



Step 2

Verify the data automatically entered by the system and complete the required fields:

- Phone number (a verification link will be sent to this number – technical requirements: a smartphone with Android or iOS)
- Language of the qualified signature issuance process (Polish, English, German, Czech)



The screenshot shows a web browser window with the URL `autenti.com`. The page title is "Process for the remote release of Autenti by InfoCert Short Term". Below the title, there is a sub-header "Qualified signature Autenti by InfoCert" and a note: "Signature validity period: 10 signatures (to be used within 30 days)".

The form is divided into two main sections:

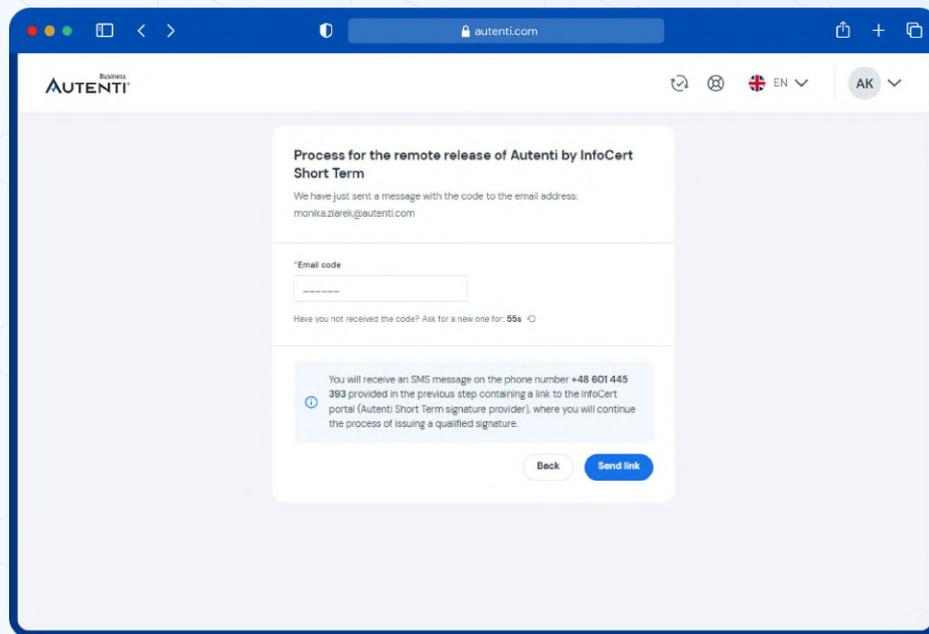
- Personal data:** This section contains fields for "First name" (with "Monika" entered), "Second name (optional)" (with "Enter name" entered), "Last name" (with "Jarek" entered), and "Mobile phone number" (with "00 +44" selected and "Enter number" entered). There is also an "Email address" field with "monika.zarek@autenti.com" entered.
- Process settings:** This section contains a dropdown menu for "Language of signature issue process" set to "English".

At the bottom of the form, there is a checkbox labeled "We will send a verification code to the email address provided." which is checked. Below the checkbox are "Back" and "Send code" buttons.

Step 3

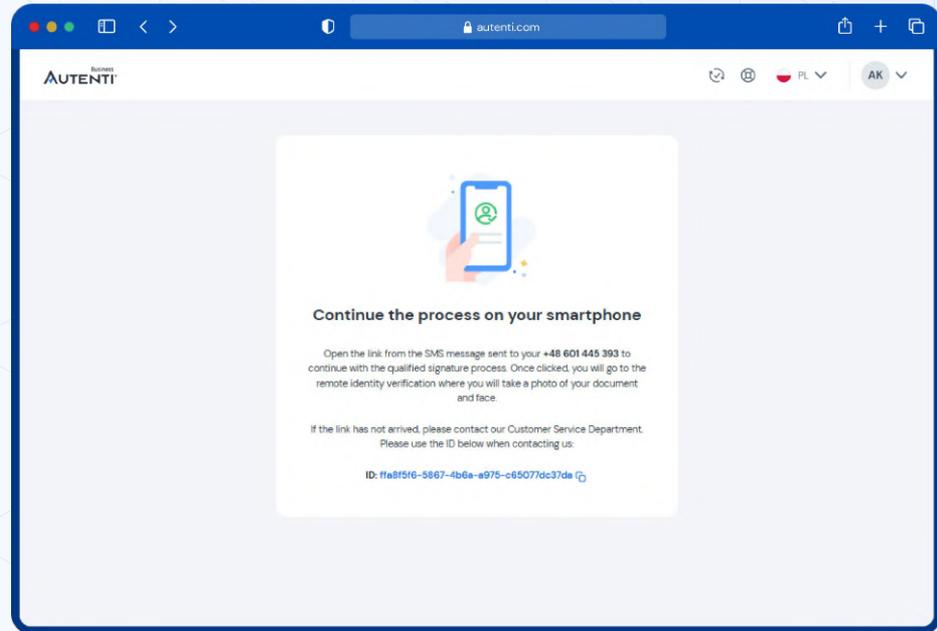
A verification code will be sent to the email address provided in the previous step. Enter this code in the designated field.

After entering the code and verifying its correctness, a verification link will be sent to the provided phone number.



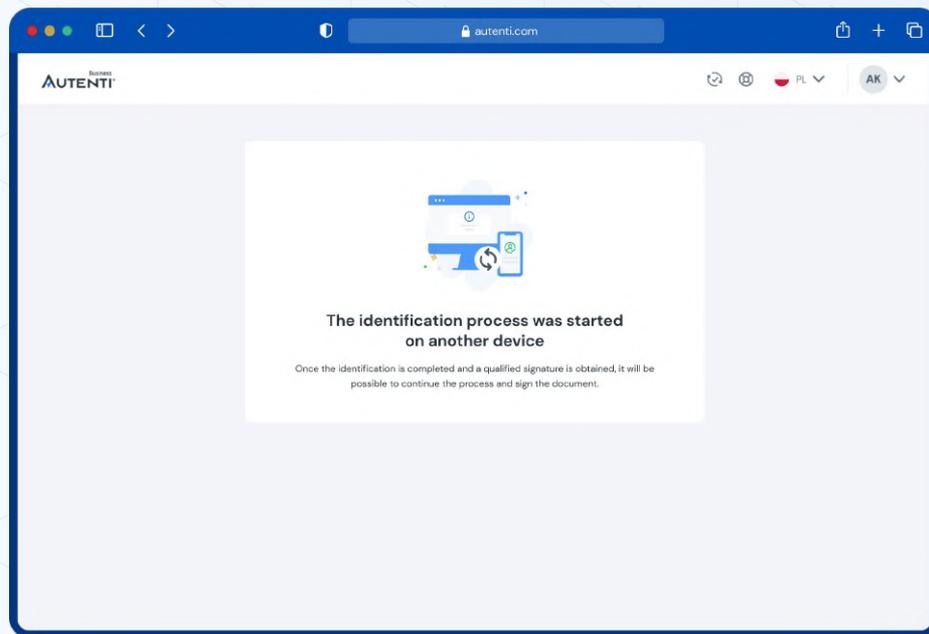
Step 4

The next part of the verification process will take place on your smartphone.



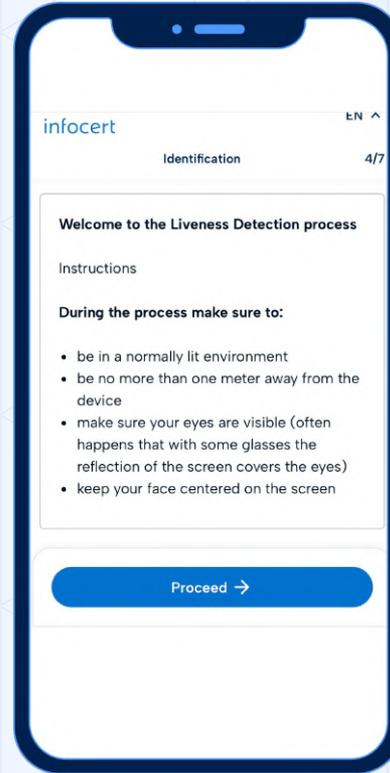
Step 5

After clicking the link on your smartphone, a message will appear on your computer screen indicating that the device has been changed.



Step 6

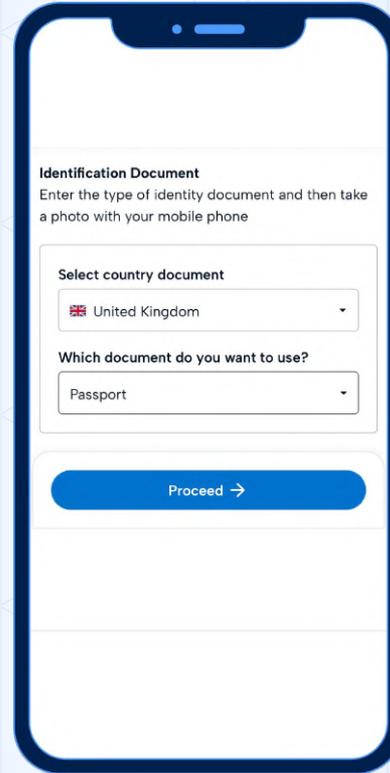
The verification process will begin on your mobile device. Please follow the on-screen instructions.



Step 7

Select the identity document you will use for the verification process. You can choose from:

- ID card
- Passport



Identification Document
Enter the type of identity document and then take a photo with your mobile phone

Select country document

 United Kingdom

Which document do you want to use?

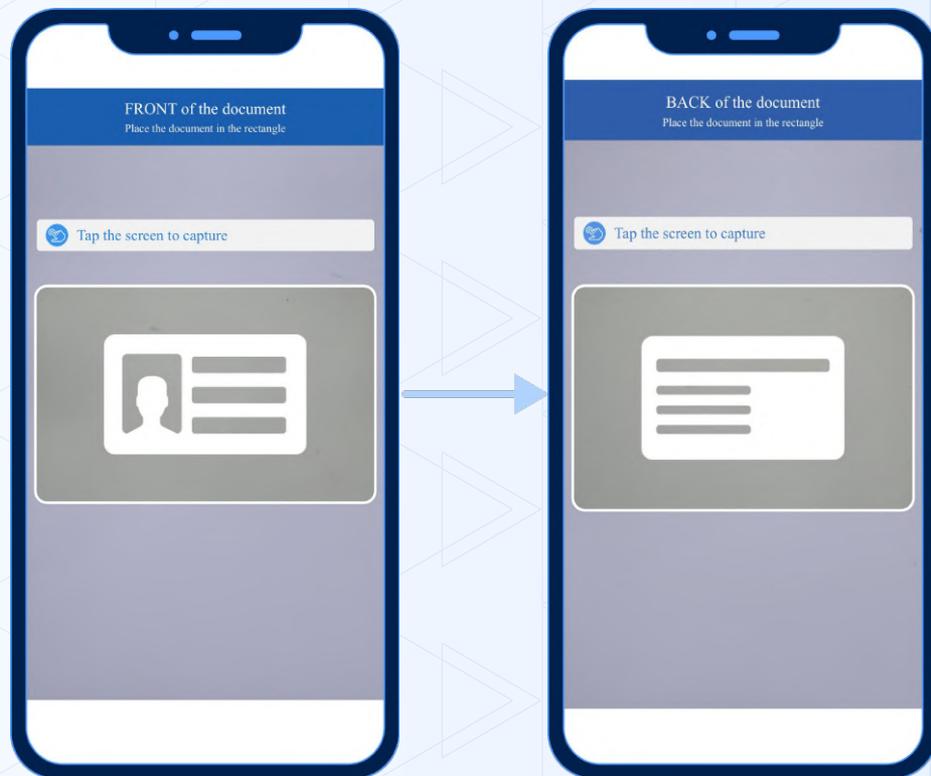
Passport

Proceed →

Step 8

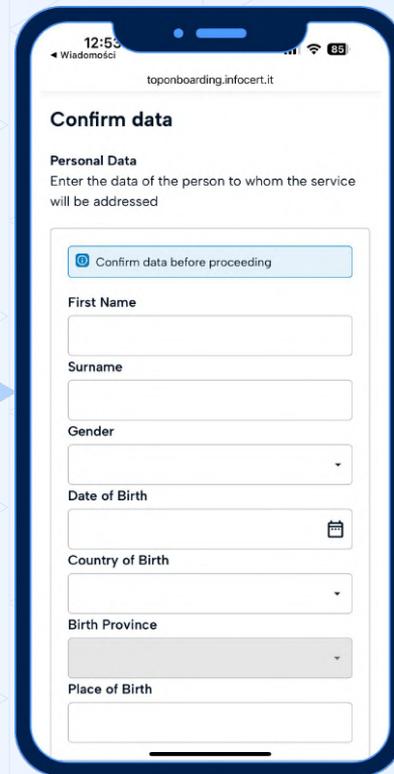
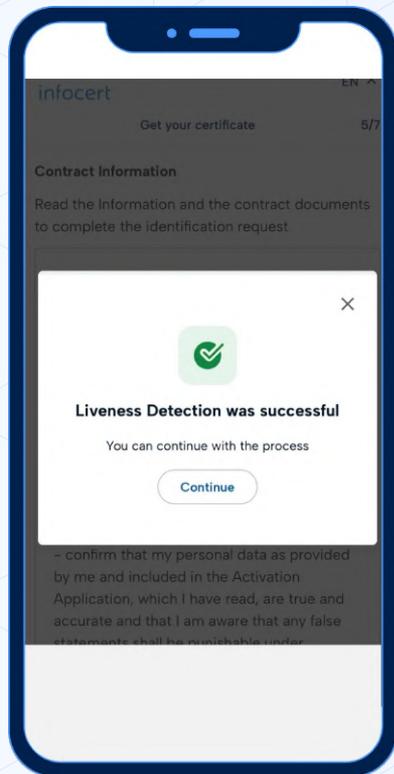
Now proceed to take photos of your identity document.

Remember to allow the website to access your camera.



Step 9

Uploading the identity document – the system analyzes the document using OCR (Optical Character Recognition) technology and biometric analysis to confirm the document's authenticity and match it with the user's data.



Step 10

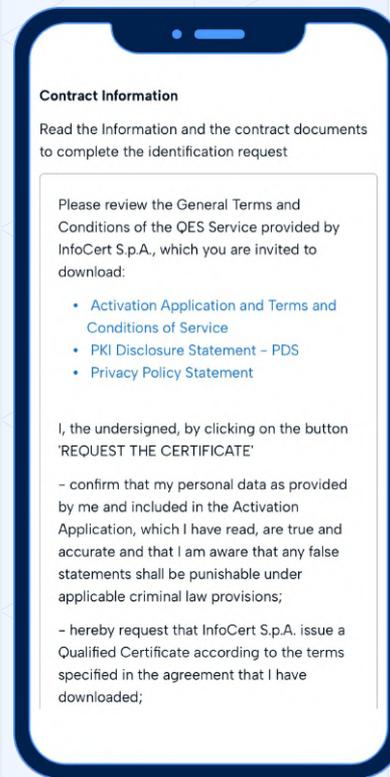
User biometric verification – the system will automatically prompt the user to take a 'selfie' (a photo of their face), which will be compared with the photo on the identity document.

This verification uses artificial intelligence algorithms to check facial feature consistency, document authenticity, and the absence of manipulation (such as the use of photos or recordings instead of a real face).

The system will prompt you to take a photo of your face:

- facing forward,
- tilt your head to the left
- smile.

And finally, show your identity document to the camera.



Step 11

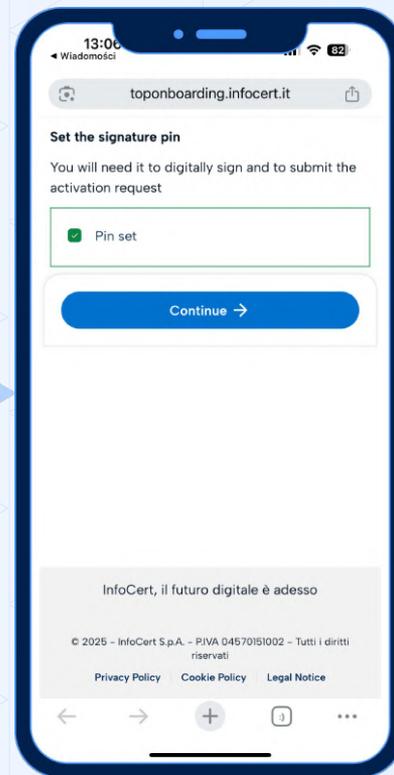
Risk analysis and approval – the SelfQ system analyzes the collected data, assessing the level of risk and data consistency. At this stage, all checks are automated and based on biometric recognition algorithms and artificial intelligence.

If the verification is successfully completed, the user will be asked to review:

- activation request and terms of service
- PDS – information about the public key infrastructure
- privacy policy statement

The system prepares a document for signature that confirms our data and includes the request to activate our qualified electronic signature.

Next, you need to set and remember an 8-digit PIN code.

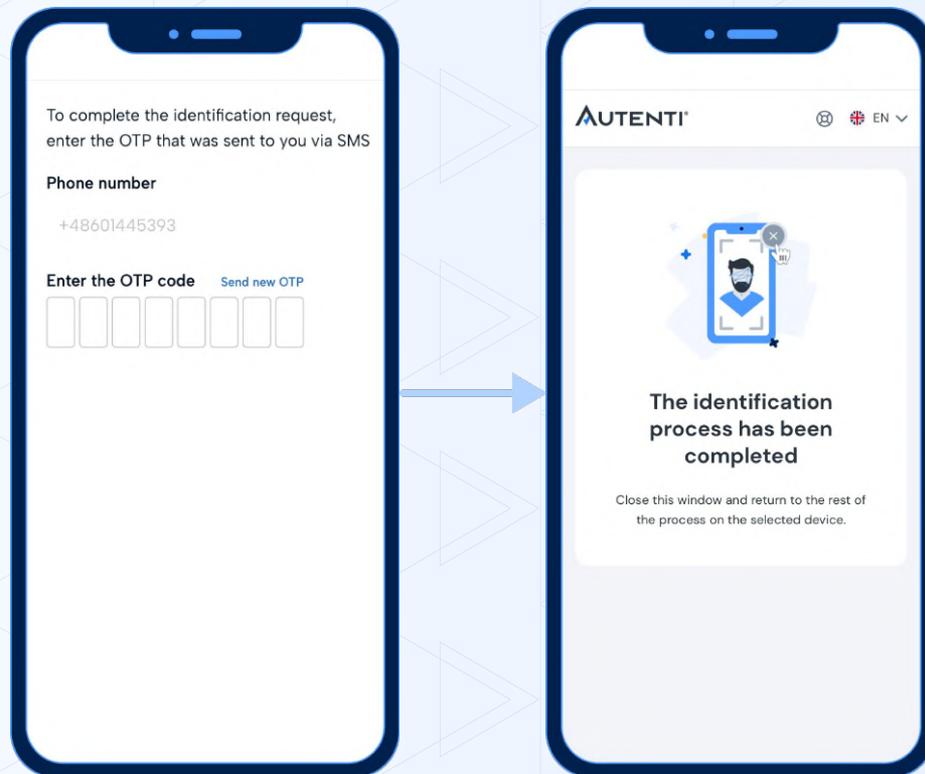


Step 12

The final step is entering the OTP code.

The mobile phone process is now complete, and the computer screen will allow you to sign the document.

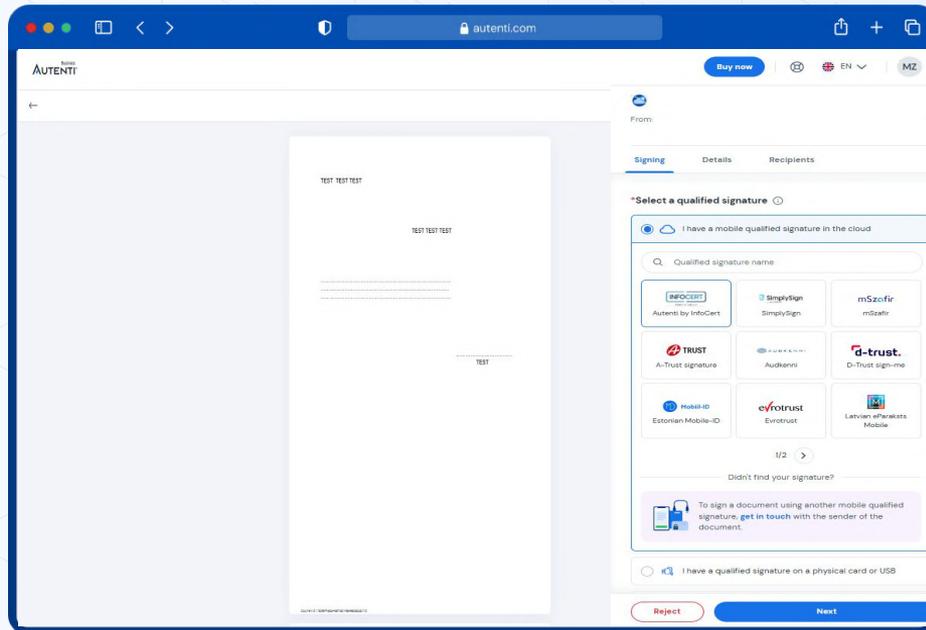
A login for signing the document will be sent to your email address.



Step 13

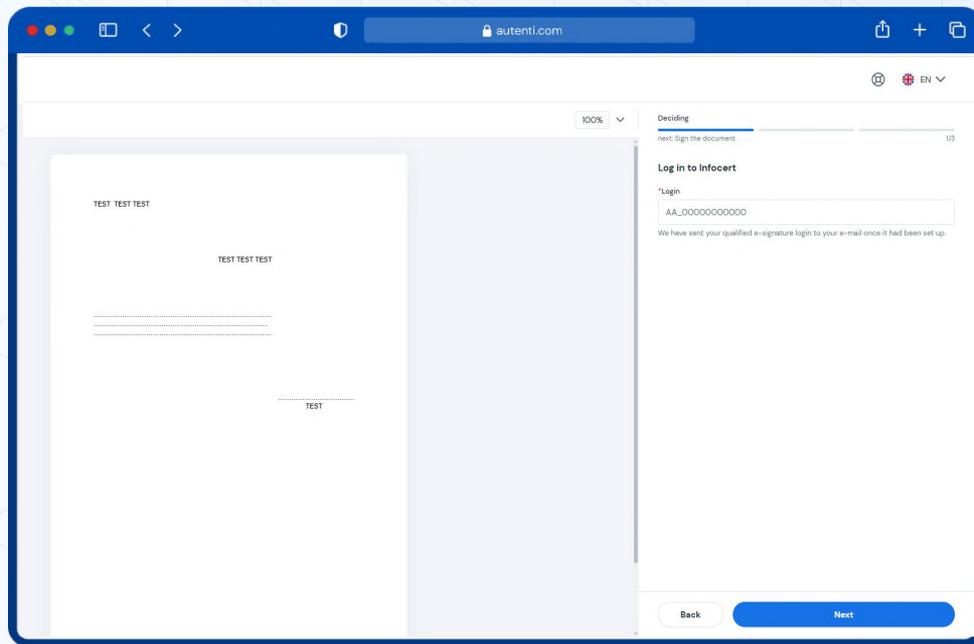
After successfully completing the verification, you can return to your computer screen to sign the document.

Select the provider InfoCert.



Sep 14

Enter the login that was sent to your email address..



Step 15

Next, enter the OTP code and the PIN that you set during the signature creation process.

Your document has been signed.

