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Quick Guide

Walk-In-Wizard - LRAO: Synchronous issuance of class B certificates on prestaged smartcards

Status: released   V2.0

In the case of synchronous smartcard issuance of class B, the applicant (end user) is invited to a personal appointment with the LRA officer (LRAO), for which they must bring their currently valid travel documents (ID/passport). The person is then identified by the LRAO. The class B certificates are then issued on a prestaged smartcard that has been prepared and loaded with the keys. During this process, the keys are signed and the certificates personalized. The LRAO uses the « Walk-In-Wizard »tool for this. In the last step, the applicant sets the PIN and the revocation phrase themselves, and the smartcard gets unsealed.

A tutorial video and a description of the process can be found on our PKI Homepage.

Start the «Walk-In-Wizard» and log in with your authorized smart card. Then click on «Next».
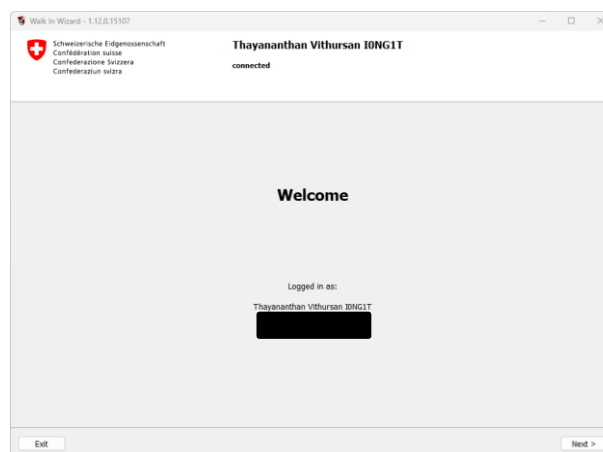
Select the desired policy from the drop-down menu and click «Next».
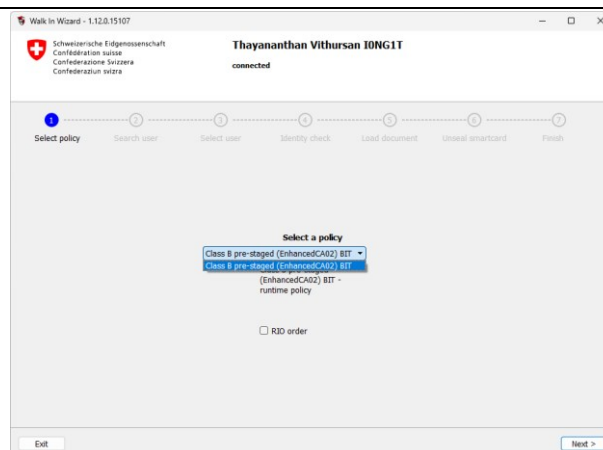
Search for your customers by name or email address.

If you use common names, different people may appear.

Select the correct person based on their email address and highlight the line.

Click on «Next».

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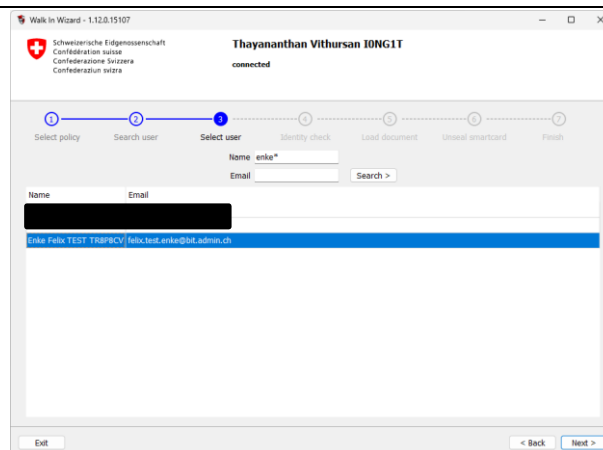
[The applicant is identified with a valid ID/passport.](#)

Insert a prestaged smartcard into a card reader and wait until the smartcard gets recognized.

Then click «Next».

The system checks whether certificates already exist for this person. Please wait until the process is complete.

If a valid certificate triplet already exists, the following message appears.

If you want to continue with the multiple issuance, confirm the multiple issuance and also click «OK».

It should be noted that the multiple issuance of certificate triplets can lead to problems, for example, with email encryption.
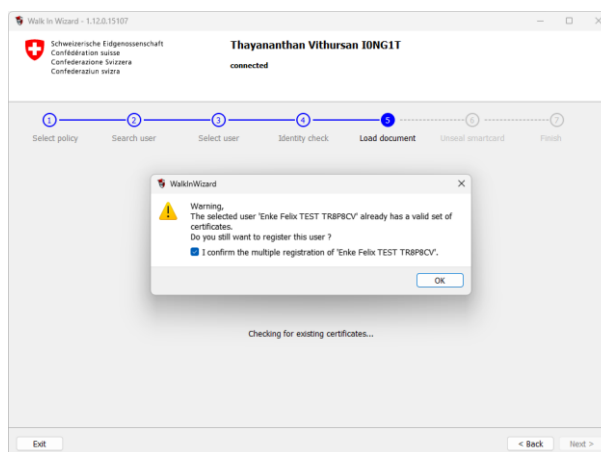
Attach the scan of the identification document by clicking on «Add Document».

Please check that the inserted file does not contain any mutated vowels or special characters in the file name and that the file size does not exceed «4MB».

Continue by clicking on «Next».
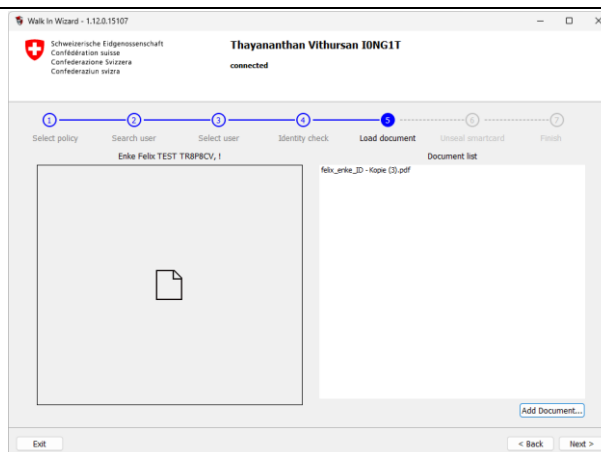
The certificates are now created by the system and loaded onto the card.

As soon as the «Next» button is active, you can continue.
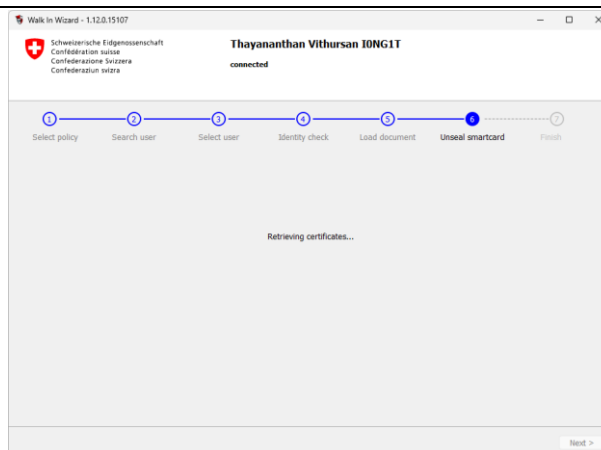
The applicant must now enter the card PIN. The PIN rules are displayed at the same time.

The revocation phrase must also be en-tered in the same screen. The infor-mation in the revocation phrases should be cho-sen so that they cannot be easily derived or guessed by third parties but are also fa-miliar enough to the applicant that they can always an-swer the question without problems and beyond doubt.

Then click on «Next».

The system will now «unseal» the card.

Please wait a moment.

The document to be signed can, but does not have to be printed out for the certifi-cate recipient. The document is no longer relevant and is no longer needed.

If necessary, a copy of the smart card number can be made (for any lists kept).

Now close the wizard or register another user using the buttons at the bottom right.

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