

# Office of Environment Safety, Health and Security



PIV/PIV-I authentication guide  
for the AUs Reporting  
Database Systems

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# 1 OVERVIEW

As mandated by the Homeland Security Presidential Directive 12 (HSPD-12), Office of Management and Budget (OMB) M 05-24, and Department of Energy (DOE) O 206.2, the Office of the Chief Information Office (OCIO) Office of Environment, Health, Safety and Security (EHSS) has implemented software and configuration changes that will obligate users to log on to their web applications with their HSPD-12 credentials.

The tables below list Internet browser and operating system versions tested for their functionality with PIV/PIV-I cards.

PIV is for civilian users working for the Federal government

PIV-I is for non-Federal entities that need to access government systems. PIV-I cards do not require a clearance but do still meet requirements below.

Only PIV or PIV-I cards that meet the following criteria will be accepted by the system:

- Follow FIPS 201 compliant;
- Follow Federal Bridge cross-certification certificate policy;
- Follow SP 800-73;




Please contact your local badging office to request a card issued to you.

Browser	Version	Functions with PIV/PIV-I
Microsoft Internet Explorer	11.0.9600.18449	Yes
Google Chrome	52.0.02743.82 m	Yes
Mozilla Firefox		No
Safari	6.3.2 and above	Yes

Operating System	Version	Functions with PIV/PIV-I
Windows	7.0 and above	Yes
Mac	10.10.2 and above	Yes

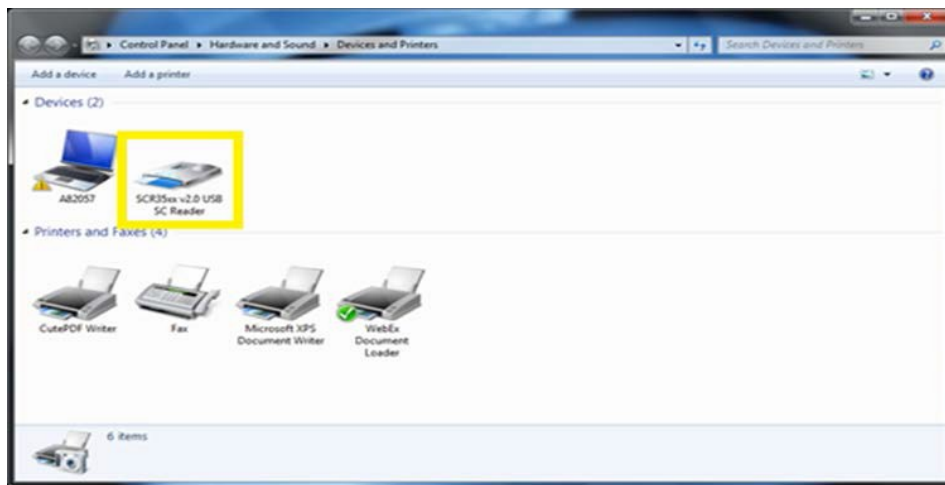
# 2 TYPES OF SMART CARD READERS AND INSTALLATION

The three types of smart card readers used in the DOE environment are displayed below. To learn more about card readers, refer to Powerpedia page: [HTTPS://POWERPEDIA.ENERGY.GOV/WIKI/SMART\\_CARD\\_READER](https://powerpedia.energy.gov/wiki/smart_card_reader).

1. Internal Card Reader	2. Portable Card Reader	3. Standard Card Reader
		

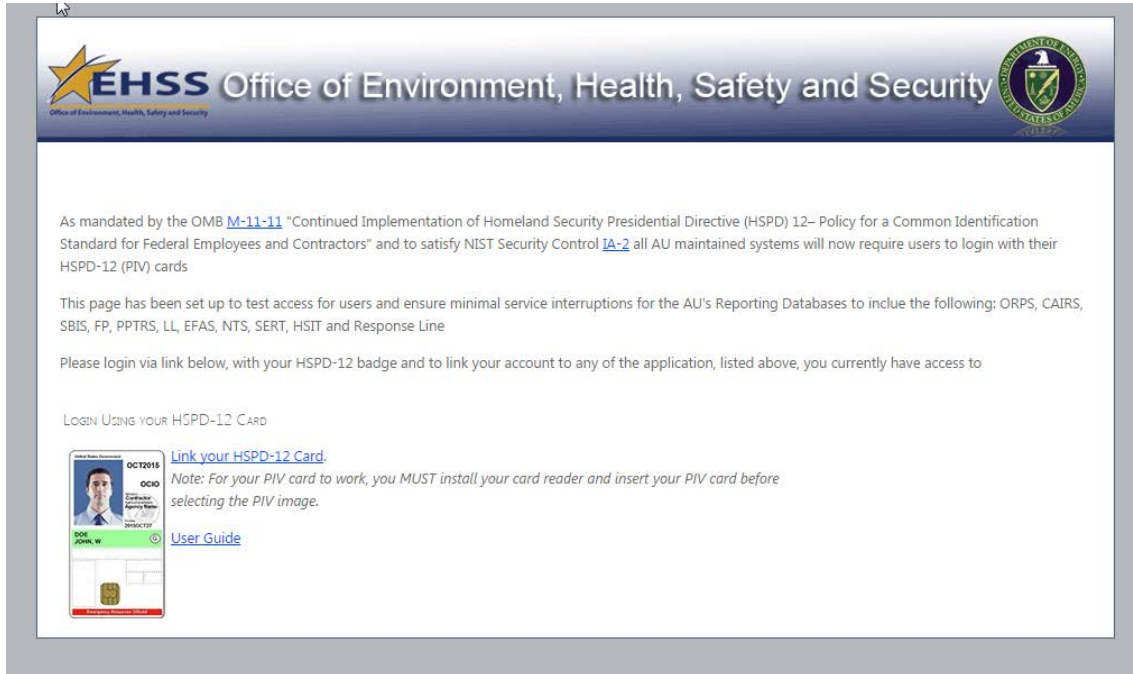
### 3 INSTALL THE EXTERNAL READER ON A PC

To install the external card reader, connect the card reader to your workstation. The card reader self-installs. To view the status of the installed card reader, go to the lower left of the Windows screen. Select **Start → Devices and Printers**.



## 4 LINKING YOUR PIV CARD TO AN EXISTING WEB APPLICATION ACCOUNT FROM YOUR WINDOWS DESKTOP OR LAPTOP

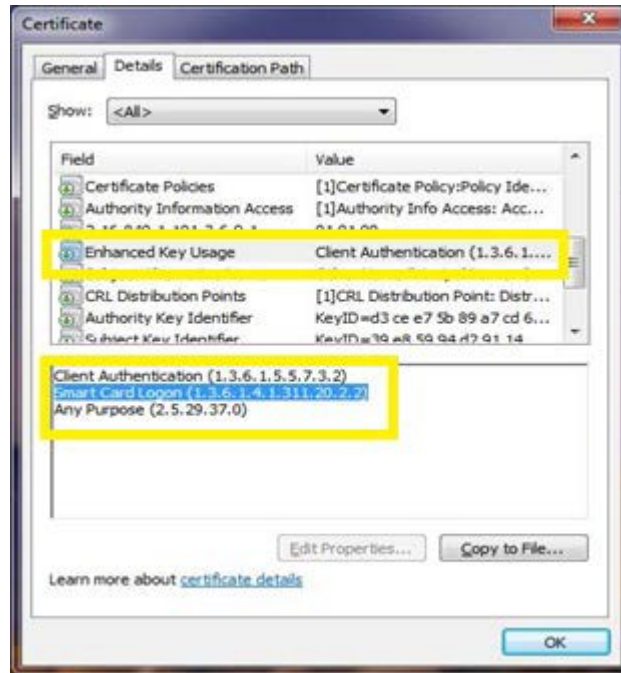
1. Once the card reader has been installed, insert your PIV/PIV-I card into the reader
2. Open web browser, type <https://au-piv-registration.doe.gov> and press Enter
3. Select “Link your HSPD-12 Card”



4. A certificate box displays.



5. To determine the correct certificate is being used, select **Click here to view certificate properties**. Select the **Detail** tab.
  - a. Scroll down and select **Enhanced Key Usage** and look for Smart Card Logon as shown below.



- b. After verifying the certificate, select **OK**.

***Note:** The application does not ask for your PIN after your initial login because it was cached. You MUST close the browser to complete the log out process.*

6. Type your PIN and press **Enter**.
7. You will be presented with a login screen. Please login using your AU Reporting database username and password to link your PIV/PIV-I card.



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LOGIN WITH YOUR USERNAME AND PASSWORD FROM ANY OF THE BELOW APPLICATIONS TO COMPLETE THE **PIV/PIV-I** REGISTRATION PROCESS:

Occurrence Reporting & Processing System (ORPS), Computerized Accident/Incident Reporting System (CAIRS), Noncompliance Tracking System (NTS), Radiological Source Registry and Tracking (RSRT), Safety Basis (SBIS), Lessons Learned (LL), Fire Protection (FP), Pollution Prevention (PPTRS), Electronic Funding and Administration System (EFAS), Secure Electronic Records Transfer (SERT), Health and Safety Issue Tracker (HSIT), Response Line (RL).

Username:

Password:

Login

8. Upon successful authentication, you will be presented with a success screen, listing all applications where you currently have account and will have to use your PIV/PIV-I card for access.



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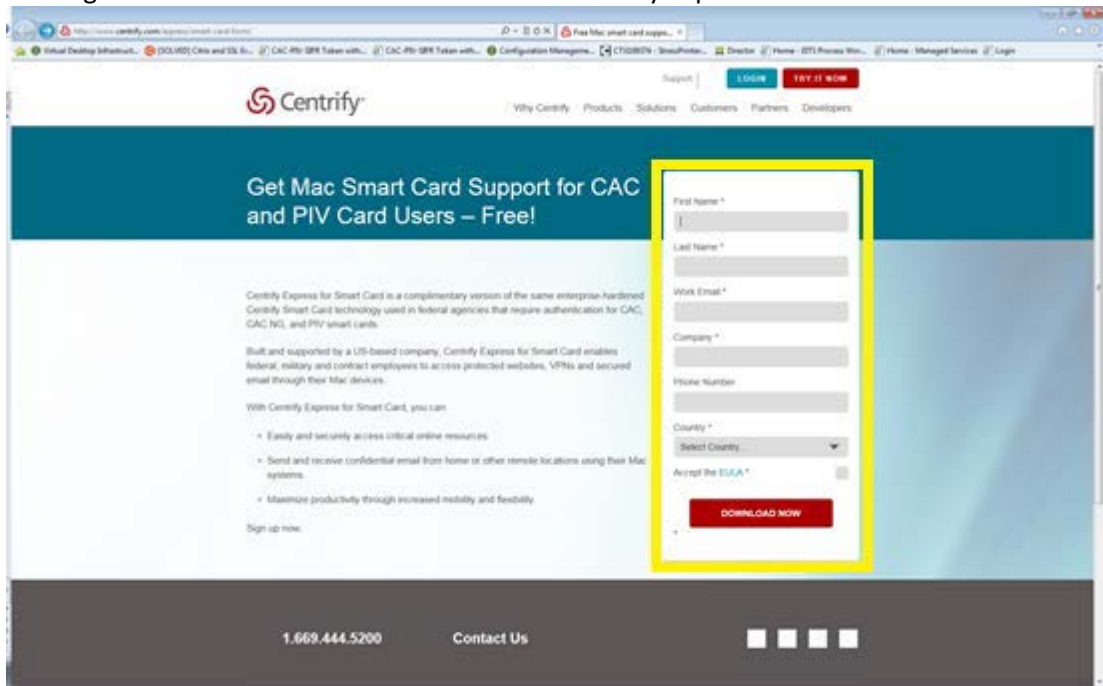
**YOUR PIV/PIV-I CARD HAS BEEN LINKED TO YOUR APPLICATION(S) ACCOUNT.**

You will soon be able to use your PIV/PIV-I card to login to: Daily Occurrence (DO), Safety Basis (SBIS), Suspect/Counterfeit and Defective Items (SCI), Noncompliance Tracking System (NTS), Computerized Accident/Incident Reporting System (CAIRS), Occurrence Reporting & Processing System (ORPS), Radiological Source Registry and Tracking (RSRT), Fire Protection (FP), Lessons Learned (LL), Secure Electronic Records Transfer (SERT), Response Line (RL)

## 5 LINKING YOUR PIV CARD TO AN EXISTING WEB APPLICATION ACCOUNT FROM YOUR MAC DESKTOP OR LAPTOP

If you are a Mac user and want to access AU Reporting Databases using your PIV card, you must have the operating system, X Yosemite 10.10.2 or higher and Centrify Express for Smartcard installed.

1. Complete the form at [HTTP://WWW.CENTRIFY.COM/EXPRESS/SMART-CARD-FORM](http://www.centrify.com/express/smart-card-form) and accept the End User License Agreement. Select **Download Now** to see Centrify Express for Smartcard.

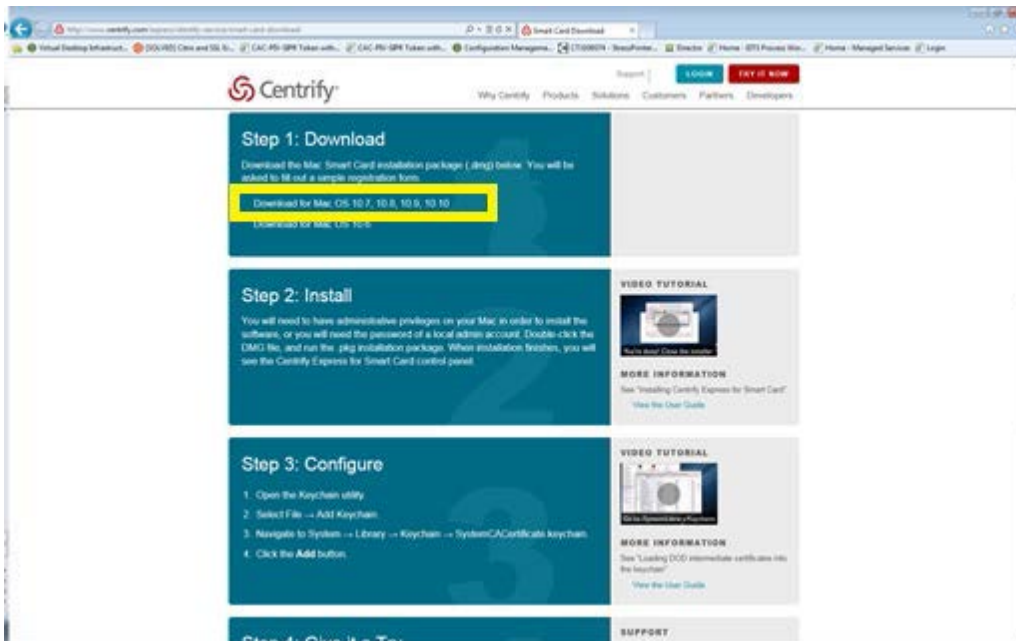


The screenshot shows a web browser window displaying the Centrify website. The main heading is "Get Mac Smart Card Support for CAC and PIV Card Users – Free!". Below the heading, there is a registration form with the following fields: First Name, Last Name, Work Email, Company, Phone Number, Country (with a dropdown menu for "Select Country"), and a checkbox for "Accept the EULA". A red "DOWNLOAD NOW" button is located at the bottom of the form. The form is highlighted with a yellow border.

a.

2. Select **Download for Mac OS 10.7, 10.8, 10.9, 10.10.**





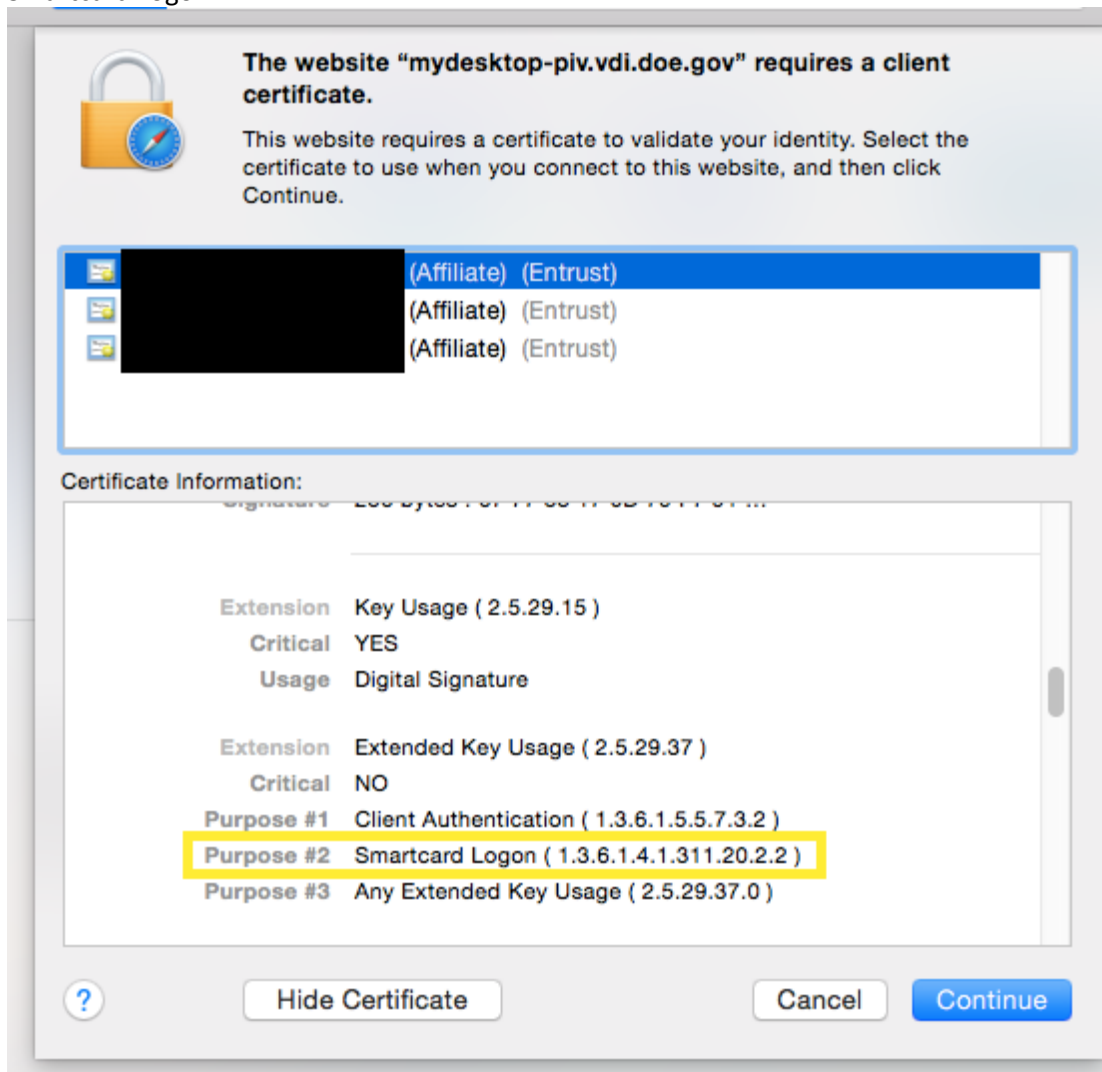
- 3.
4. **Install** Centrify Express for Smartcard.
5. To verify that Centrify Express for Smartcard is installed, select the **Launchpad**. Find the **Smart Card Assistant**.



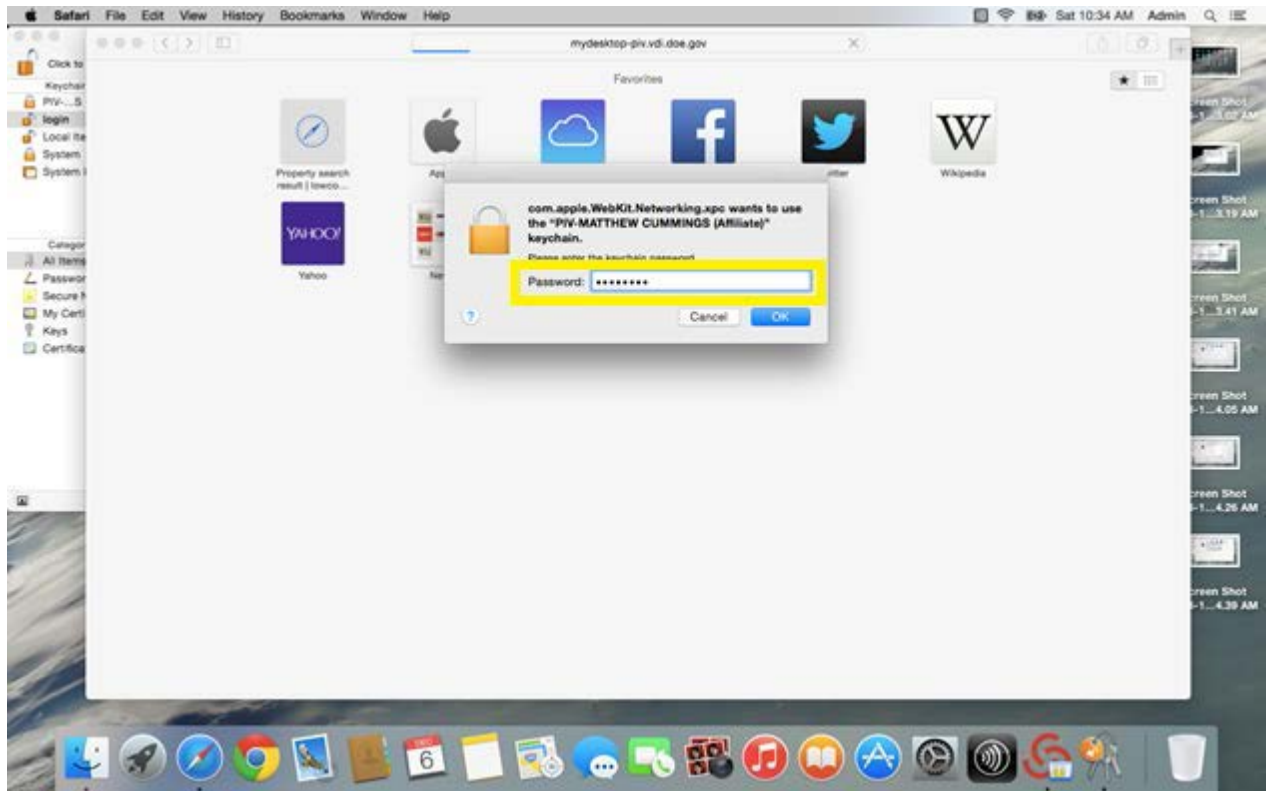
6. Insert the card reader.
7. Insert your PIV card.
8. Open Safari and type <https://au-piv-registration.doe.gov/>
9. Select "Link your HSPD-12 Card"



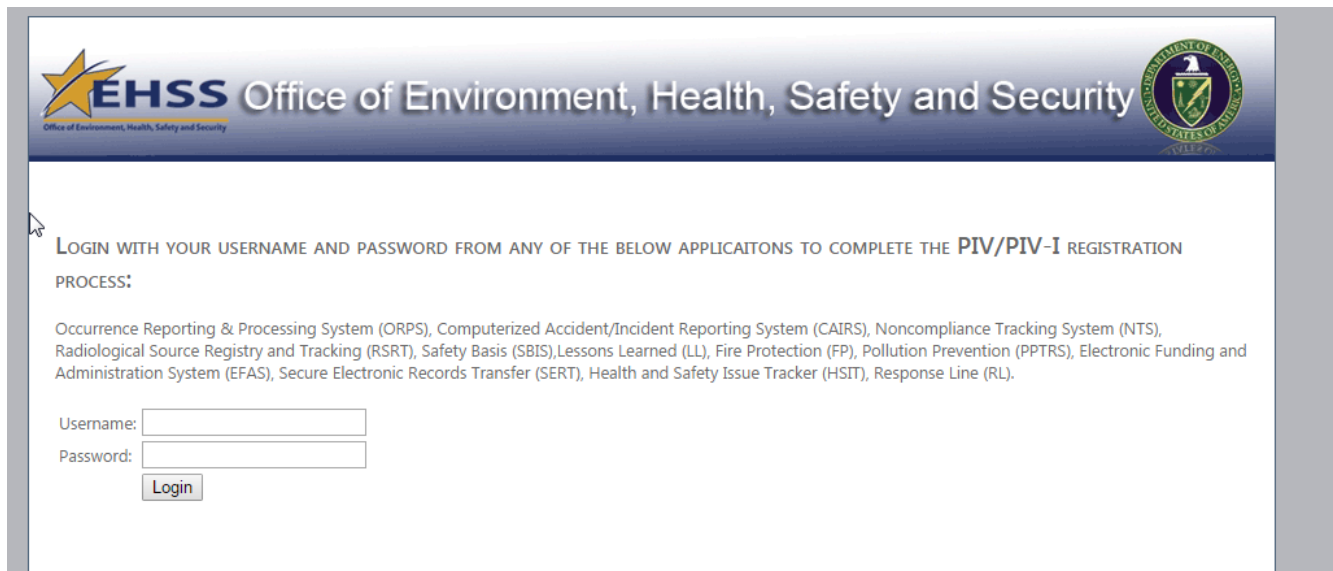
10. You are prompted to select a certificate. Select **Show Certificate** and scroll down to Purpose #2 Smartcard Logon.



11. After verifying the certificate, select **Continue**.
- a. Centrify Express for Smartcard stores this option in the keychain, and you are not prompted to select the certificate again.
  - b. If you accidentally select the wrong certificate, see Appendix B for the steps to remove the certificate from the Centrify Express for Smartcard keychain.
12. At the next prompt, type your PIV card PIN, which is your keychain password. Select **OK**.



13. You will be presented with a login screen. Please login using your AU Reporting database username and password to link your PIV/PIV-I card.



14. Upon successful authentication, you will be presented with a success screen, listing all applications where you currently have account and will have to use your PIV/PIV-I card for access.

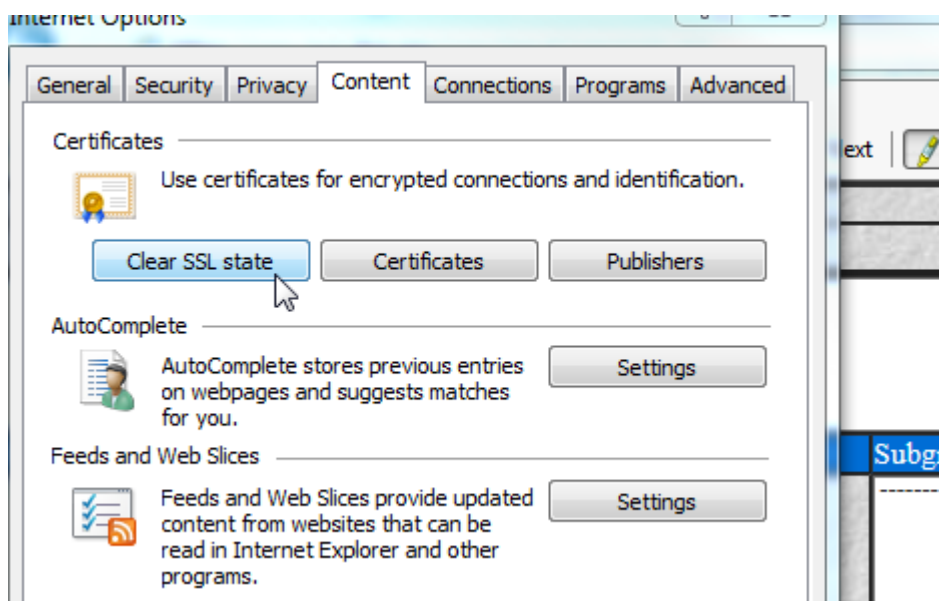
## APPENDIX A: REMOVING INCORRECT CERTIFICATE FROM WINDOWS

If you select the wrong certificate after entering your PIN the following may happen:

- an error message states the page cannot be displayed
- 403.7 Error page

Repeating PIN prompts

1. In Internet Explorer, please to go, Tools -> Inetenret Options. Under the Content Tab, click the “Clear SSL state” button.



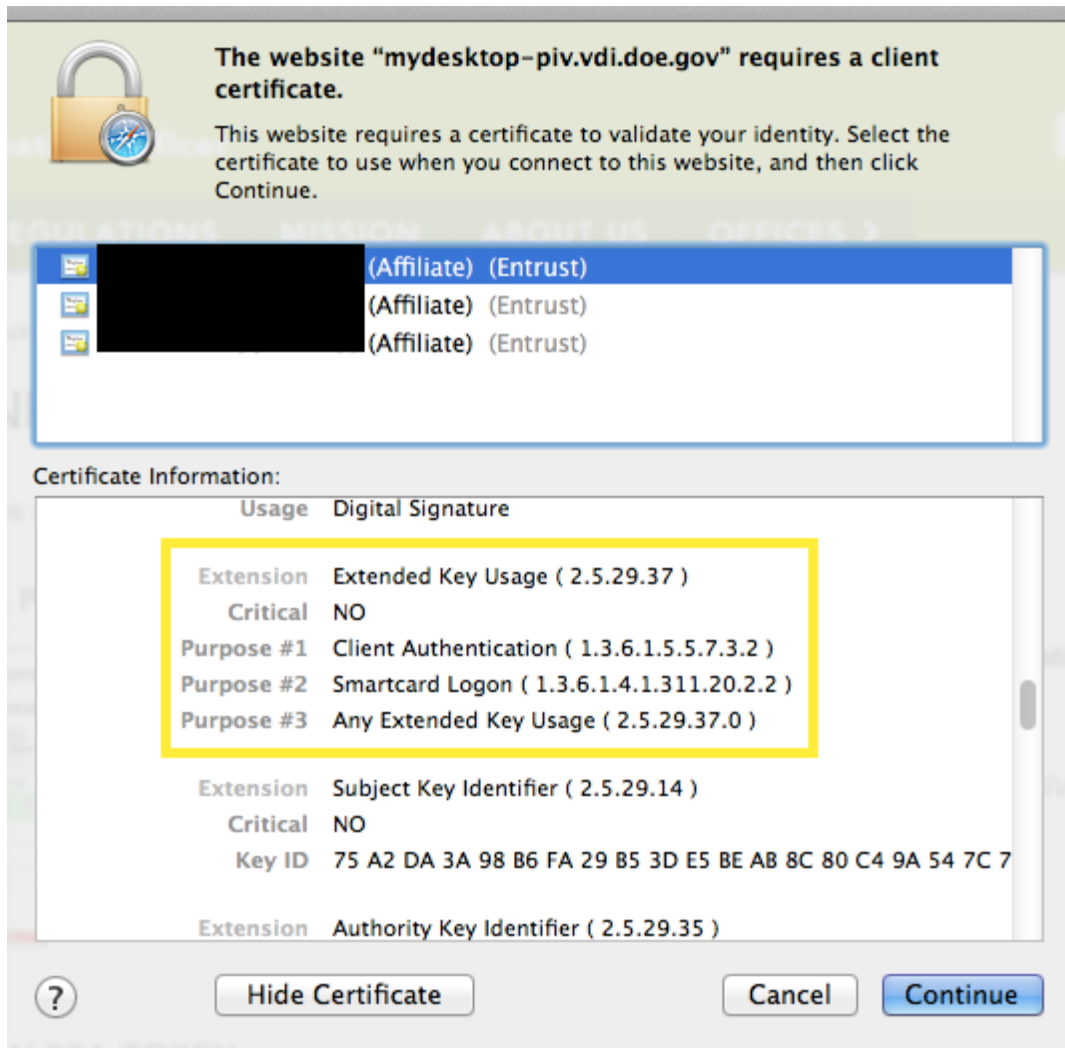
2. Close the browser.
3. Remove your PIV card from the reader, then re-insert it.
4. Open the browser again.
5. Go back to the logon instructions to select the correct certificate.

Contact [DL-AU-RDS@hq.doe.gov](mailto:DL-AU-RDS@hq.doe.gov) for further support and troubleshooting assistance.

## APPENDIX B: REMOVING INCORRECT CERTIFICATE FROM MAC

If you select the wrong certificate in Safari, you must remove it from the Centrify Express for Smartcard keychain to be prompted to select a certificate again.

1. If the certificate did not show **Purpose #2 Smartcard Logon**, you have selected the wrong certificate.



6. Open **Launchpad** and open **Smart Card Assistant**.

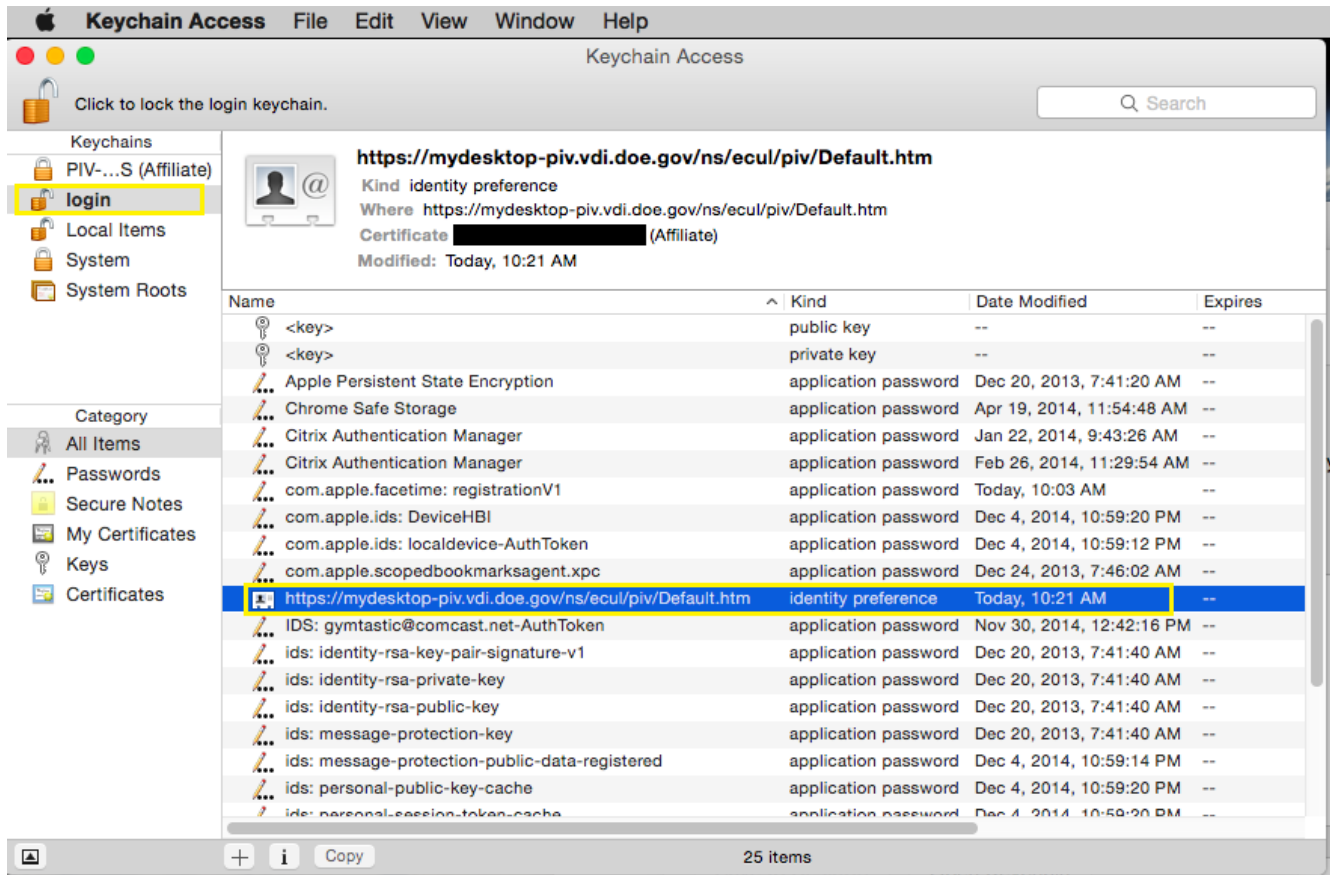


3. Select **Diagnostics**, then press the **Open Keychain** button.





4. On the left, select login under **Keychains**, then select **All Items** under **Category**.
5. On the right, select the identity preference entry and select **Delete**.



Go back to section 6, *Access from a Home Personal Mac*. Go to step 6 to log on again. The system prompts you for the correct certificate.