

## Digital Signature Pilot Project

The following project is a pilot - test project for the use of Digital Signatures on NDDOT construction plans.

Job: 14

Project: IM-2-094(160)290

PCN: 22229

Most of the pdf files for this plan set will include Digital Signatures and the pdf file format will be slightly different. The following links explain the file format changes and tools for verifying signatures. Plan reviews may be using different versions of Adobe Acrobat. The 2 most common version presently being used are Adobe Acrobat 11 and DC. Two different guides for reviewers have been created based on the software that the plan review is using.

Adobe 11 Portfolio Guide for Reviewers

[http://www.dot.nd.gov/manuals/design/caddmanual/UG\\_Meetings/Adobe%20Portfolio%20Guide.pdf](http://www.dot.nd.gov/manuals/design/caddmanual/UG_Meetings/Adobe%20Portfolio%20Guide.pdf)

Adobe DC Portfolio Guide for Reviewers

[http://www.dot.nd.gov/manuals/design/caddmanual/UG\\_Meetings/Adobe\\_Portfolio\\_Guide\\_DC1.pdf](http://www.dot.nd.gov/manuals/design/caddmanual/UG_Meetings/Adobe_Portfolio_Guide_DC1.pdf)

Verifying signatures is not required for reviewing plan information. Some people may not need to verify signatures. An application needs to be installed on computers that will help Adobe products verify signatures. Most end users will be using the “free” version.

The North Dakota Department of Transportation (NDDOT) uses the DocuSign Signature Appliance suite, a system based on Standard Public Key Infrastructure (PKI) technology to provide digital signatures on our electronic documents.

To assist you with signature verification for documents we sign, NDDOT is providing a small program that installs our root certificate on your computer. This is a free-to-distribute program, which will help you properly verify signatures made by NDDOT. This program will make the following small changes when installed on your PC:

1. Installs the root certificate of NDDOT.
2. Adds a plug-in to Microsoft Office that allows Office to recognize and verify our digital signatures on Word, Excel, etc.
3. Modifies preferences of your Adobe Reader/Acrobat program to utilize the existing Windows Certificate Store on your PC when verifying our signatures on PDFs.

The following link is to the free version of the verifier tool.

<https://www.dot.nd.gov/downloads/FullVerifierOfficeandPDF.exe>

Do not install the verifier tool if you have the DocuSign (Digital Signature) application installed.

After this program is installed the adobe verifying tools will work as discussed in the “Adobe Portfolio Guides for Reviews” links above.