



Personal Identity Verification Authentication (PIV Auth)

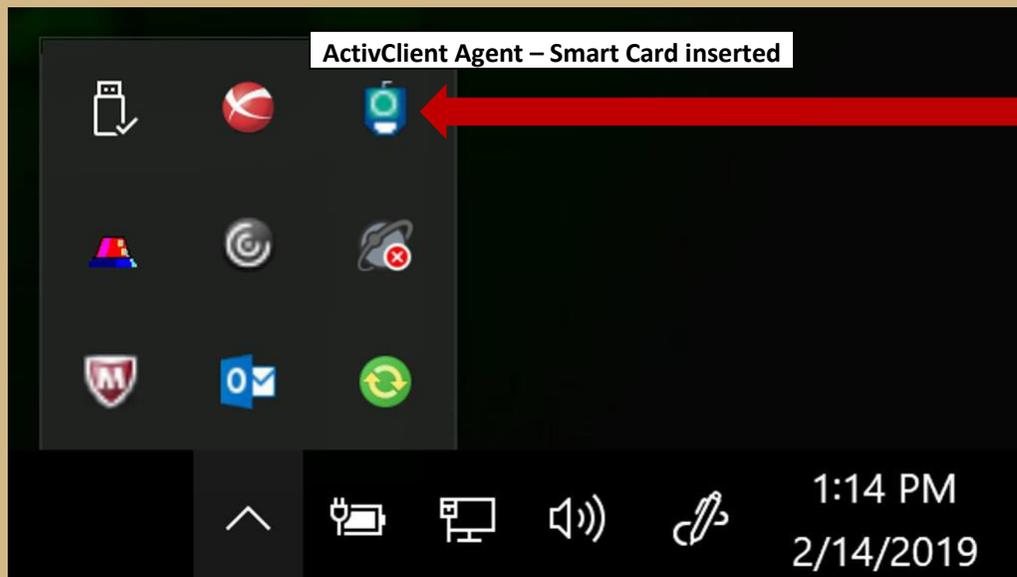
A step-by-step guide for activating
the PIV Authentication certificate
on your CAC



IDENTITY IS THE NEW
SECURITY PERIMETER



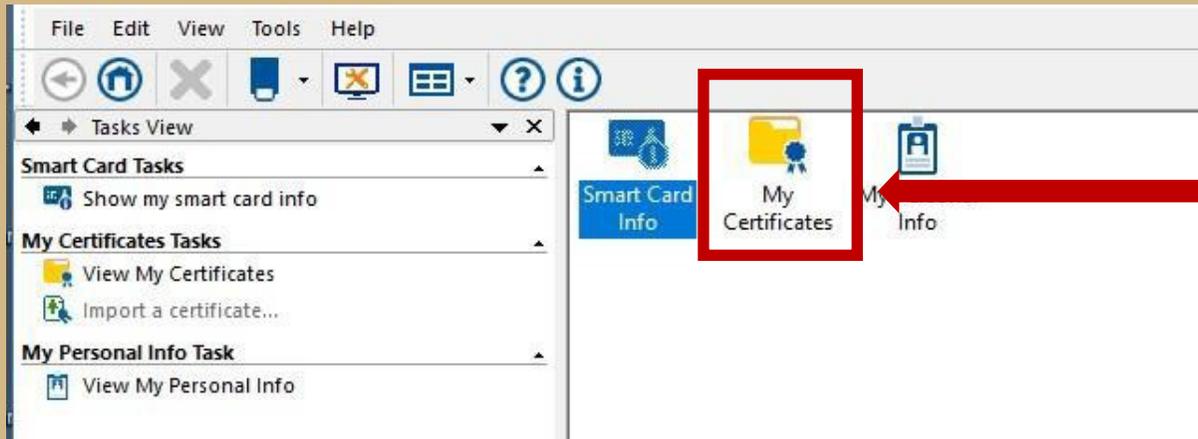
Verifying PIV Authentication Certificate Activation



Click Here and OPEN



Verifying PIV Authentication Certificate Activation



Click Here

If you see the 'Authentication Certificate' symbol that means your PIV Auth Certificate is already activated. No further action required.



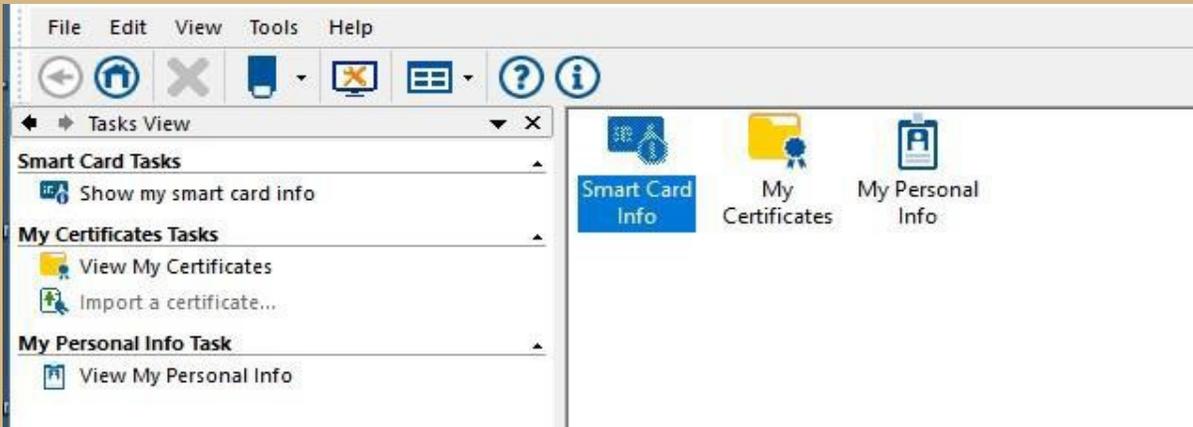
Determining CAC Issuance Date



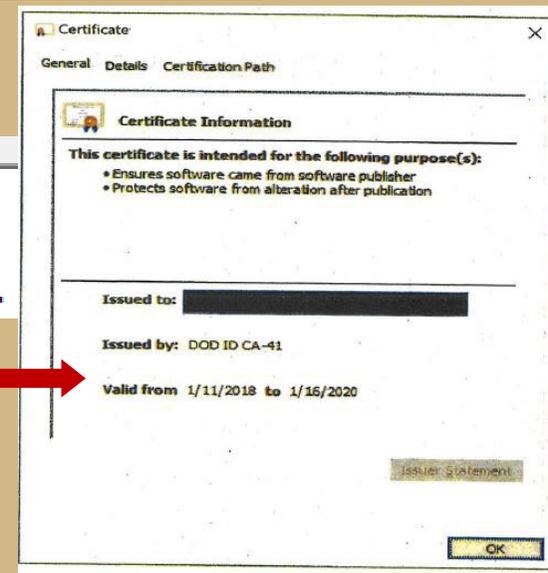
IDENTITY IS THE NEW
SECURITY PERIMETER



Determining CAC Issuance Date



Double click any certificate to determine the CAC Issuance Date (i.e. the first date in the “Valid From” line)



Activating Your Personal Identity Verification (PIV) Certificate

Go to: https://pki.dmdc.osd.mil/self_service/, (**Please use Internet Explorer**) if asked to select your security certificate to load the page, make sure to select your email certificate. Once loaded, click the Sign-In button at the bottom of the page.

milConnect RAPIDS Self-Service
ID Card Office Online

Notice:
Java 8 update 141 has proven to disrupt ID Card Office Online functionality to include adding/changing email address, adding PCC to UPN, activating PIV applications, nomination of family members, creation of Form DD 1172-2, or reissuance of family member ID Card. Java 8 Update 144 and later do work activities. Please upgrade to Java 8 Update 144 or later to restore these capabilities.

Notice:
Certain ActivClient 7 configurations do not work for add/change email address, add PCC to UPN, activate PIV, download applications, nomination of family member, creation of Form DD 1172-2, or reissuance of family member ID Card. [Contact the Help Desk](#) if you have problems with these activities.

Sign In

Renew/Replace Family ID Cards

- Renew/Replace Family ID Cards
- Update Your Contact Information
- Update a Family Member's Contact Information
- Add a Family Member

CAC Maintenance

- Update Your Email Address
- Download Applications
- Activate the PIV Authentication Certificate
- Add PCC to UPN

Sign In

Need Assistance?

For issues with your ID card or problems with sponsor or family member data, please contact a local ID card office.

[ID Card Office Locator](#)

If you are having problems with this website please contact us.

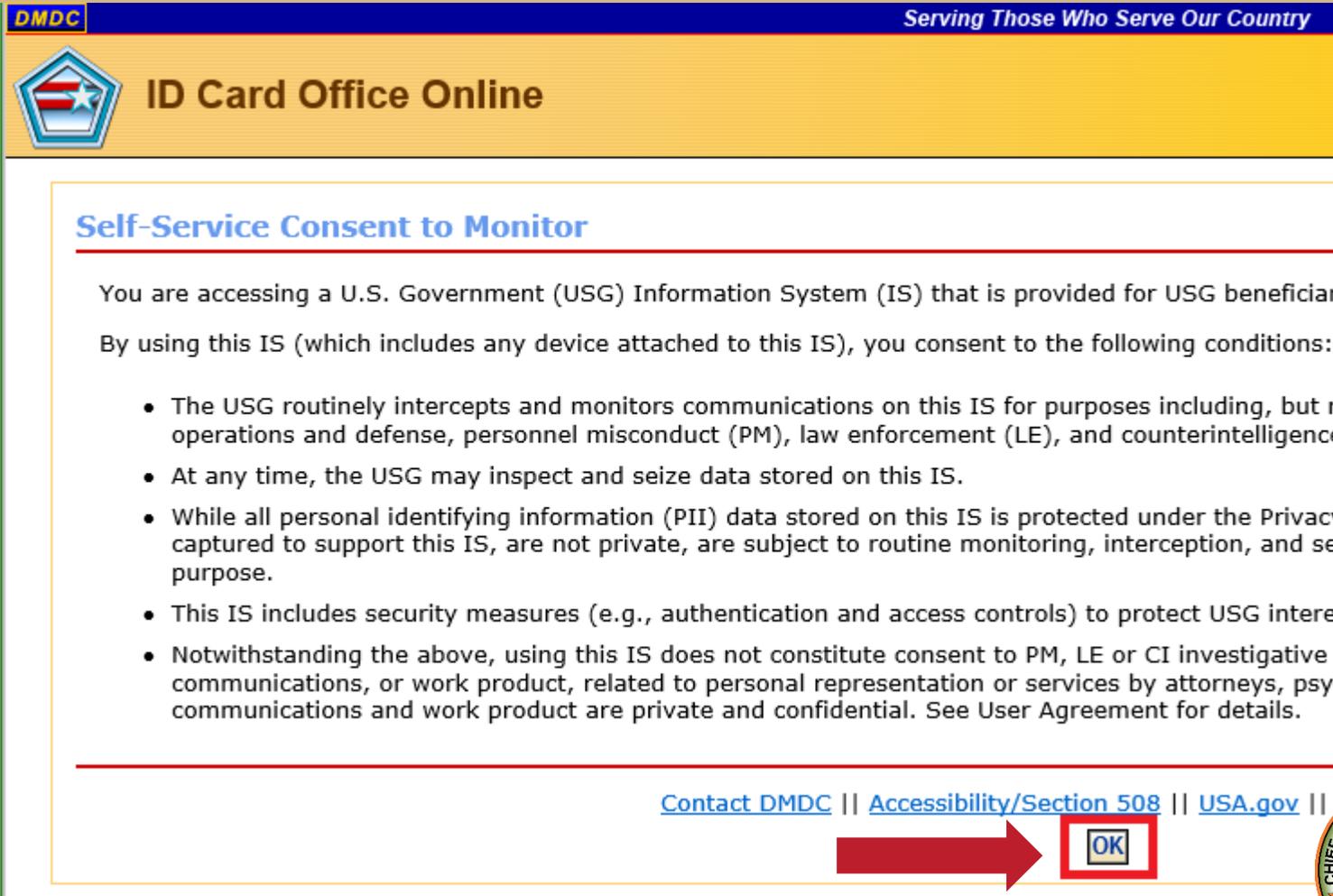
[Contact Us](#)

Contact DMDC || Accessibility/Section 508 || USA.gov || No Fear Act Notice || Privacy and Security Notice

Serving Those Who S

Activating Your Personal Identity Verification (PIV) Certificate

Read the Self-Service Consent to Monitor, and select OK when ready to continue.



The screenshot shows the DMDC ID Card Office Online interface. At the top, there is a blue header with the DMDC logo and the slogan "Serving Those Who Serve Our Country". Below this is a yellow banner with the "ID Card Office Online" logo and title. The main content area is white and features a section titled "Self-Service Consent to Monitor" in blue. The text explains that users are accessing a U.S. Government Information System and that by using it, they consent to various monitoring conditions. A list of five conditions is provided. At the bottom of the consent area, there are links for "Contact DMDC", "Accessibility/Section 508", and "USA.gov". A red arrow points to a red-bordered "OK" button.

DMDC *Serving Those Who Serve Our Country*

ID Card Office Online

Self-Service Consent to Monitor

You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG beneficiaries. By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence.
- At any time, the USG may inspect and seize data stored on this IS.
- While all personal identifying information (PII) data stored on this IS is protected under the Privacy Act, data captured to support this IS, are not private, are subject to routine monitoring, interception, and search.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative operations, or work product, related to personal representation or services by attorneys, psychologists, or other professionals. Communications and work product are private and confidential. See User Agreement for details.

[Contact DMDC](#) || [Accessibility/Section 508](#) || [USA.gov](#) ||

OK



Activating Your Personal Identity Verification (PIV) Certificate

Click to login using your Common Access Card (CAC).

The screenshot shows the milConnect RAPIDS Self-Service ID Card Office Online interface. At the top left is the milConnect logo. To its right, the text reads "RAPIDS Self-Service ID Card Office Online". In the top right corner, there are links for "? Help Center" and "-AA+".

The main content area is divided into two sections:

- DS LOGON ?**
Department of Defense Self-Service
This section contains two input fields: "DS Logon Username" and "DS Logon Password". Below these fields are two links: "Forgot DS Logon Username?" and "Forgot DS Logon Password?". A "Login" button is positioned below the password field.
- CAC ?**
Common Access Card
This section features an image of a sample Common Access Card (CAC) with the word "SAMPLE" overlaid. Below the image is a warning: "Do NOT select the DoD EMAIL-CA-XX certificate if prompted for a certificate." A "Login" button is located below this text.

A large red arrow points from the "Login" button in the CAC section towards the "Login" button in the DS LOGON section. At the bottom left, there is a blue button with a dropdown arrow and the text "More DS Logon Options".



Activating Your Personal Identity Verification (PIV) Certificate

Click the Activate PIV Certificate button to activate the PIV on your CAC card.

milConnect RAPIDS Self-Service
ID Card Office Online

Feedback

CAC Maintenance

Marty B. McFly
Email: marty.b.mcfly.civ@mil.mil

Affiliation	Agency/Department	Card Expires
Civil Service (DoD and Army Uniformed Service) End Date <i>UNKNOWN</i>		2018Sep16

[Change C...](#)

[Activate PIV certificate](#)

[Download Applications](#)

[Add PCC on UPN](#)

[Print Family List](#)

Sponsor's Contact Information

[Edit Contact Information](#)

Marty B. McFly

Residential Address
9303 LYON ESTATES DR.
HILL VALLEY CA 95420
United States

Mailing Address
Same as Residential

Telephone
(916) 555-4385 (Home)

Personal Email Address
marty@pinheadsband.com

CHIEF INFORMATION OFFICER (CIO)
G-6
UNITED STATES ARMY

Activating Your Personal Identity Verification (PIV) Certificate

Click Proceed to begin the process of activating your PIV certificate. (**If you have any ERRORS please contact the Help Desk at Ext 1234.**)

milConnect RAPIDS Self-Service
ID Card Office Online

Feedback ★

Sponsor ID Cards **Activate PIV Certificate**

Read CAC Update CAC Confirmation

SELECTED CARD

United States Government SEP2018
American Civilian
Agency Department Army
Expires 20L8SEP16
McFLY, MARTY B.
Id or PIV card to

Reading CAC for Activate PIV Certificate

To activate the PIV Authentication certificate, information must be read from your CAC.

The PIV Authentication certificate was added in support of FIPS 201. This certificate, allows access to federal websites which require PIV authentication.

This can take several minutes.
Please do not refresh the screen or click the browser's back button.

Proceed Cancel



Activating Your Personal Identity Verification (PIV) Certificate

If you receive a warning before running the Java application, verify the publisher and location information, and then click Run to proceed.

Sponsor ID Cards **Activate PIV Certificate**

Read CAC Update CAC Confirmation

SELECTED CARD

United States Government SEP2018

McFLY, MARTY B.

Identification Card

Reading CAC for Activate PIV Certificate

To activate the PIV Authentication certificate, the system must read the PIV Authentication certificate. The PIV Authentication certificate was added to the system and allows access to federal websites which require PIV authentication. **This can take several minutes.** Please do not refresh the page.

Proceed Cancel

Do you want to run this application?

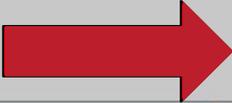
 **Name:** ID Card Office Online Applet

Publisher: CS.DMDC.DMDC20170004

Location: https://idco.dmdc.osd.mil

This application will run with unrestricted access which may put your computer and personal information at risk. Run this application only if you trust the location and publisher above.

Do not show this again for apps from the publisher and location above

 More Information  **Run** Cancel



Activating Your Personal Identity Verification (PIV) Certificate

When requested, enter your PIN and click OK to continue.

Sponsor ID Cards **Activate PIV Certificate**

Read CAC / Update CAC / Confirmation

SELECTED CARD

United States Government SEP2018

Civilian

Agency Department & Army

Copy: 2018SEP16

McFLY, MARTY B.

Identification Card

Reading CAC for Activate PIV Certificate

To activate the PIV Authentication certificate, information must be read from your CAC.

The PIV Authentication certificate was added in support of FIPS 201. This certificate, in con...

allows access to federal websites which require PIV authentication.

This can take several minutes.

Please do not refr...

Proceed Cancel

Connecting to the T...

Enter PIN

OK Cancel



Activating Your Personal Identity Verification (PIV) Certificate

It may take a few minutes while the process completes.

Sponsor ID Cards

Read CAC | Update CAC | Confirmation

SELECTED CARD



United States Government
SEP2018
Civilian
Army
Expires 20LBSEP16
McFLY, MARTY B.
Identification Card

Activate PIV Certificate

Reading CAC for Activate PIV Certificate

To activate the PIV Authentication certificate, information must be read from your CAC.

The PIV Authentication certificate was added in support of FIPS 201. This certificate, in con allows access to federal websites which require PIV authentication.

This can take several minutes.
Please do not refr

Proceed Cancel

Retrieving PIV certificate status...

62%





Activating Your Personal Identity Verification (PIV) Certificate

The system will notify you if you have already activated your PIV Authentication certificate. If so, click Cancel to end the activation process as there is nothing else you need to do.

milConnect RAPIDS Self-Service
ID Card Office Online

Feedback ★ | ID Card Office Locator

Sponsor ID Cards | **Activate PIV Certificate**

Read CAC | Update CAC | Confirmation

SELECTED CARD

United States Government SEP2018
Civilian
Army
McFLY, MARTY B.
Identification Card

PIV Information

The PIV Authentication Certificate is already active. No PIV action needs to be taken on your CAC.

Cancel



Activating Your Personal Identity Verification (PIV) Certificate

If the system has not notified you that you have already activated your PIV Authentication certificate, you will need to click Update CAC to proceed with your PIV activation.

The screenshot displays a web interface for managing ID cards. At the top, there are two main tabs: 'Sponsor ID Cards' and 'Activate PIV Certificate'. Under 'Sponsor ID Cards', there are three sub-tabs: 'Read CAC', 'Update CAC', and 'Confirmation'. The 'Update CAC' tab is currently selected. Below the tabs, a 'SELECTED CARD' is shown, which is a sample ID card for 'McFLY, MARTY B.' with an expiration date of 'SEP2018'. A red arrow points from the ID card to a 'PIV Information' dialog box. This dialog box contains the text: 'To activate the PIV Authentication certificate, click 'Update CAC''. Below the text are two buttons: 'Update CAC' and 'Cancel'. The 'Update CAC' button is highlighted with a red rectangular border.



Activating Your Personal Identity Verification (PIV) Certificate

Once completed, you receive a message saying your CAC has been successfully updated. Click Home to complete the process and return to the home page.

Sponsor ID Cards **Activate PIV Certificate**

Read CAC Update CAC **Confirmation**

SELECTED CARD

United States Government SEP2018

McFLY, MARTY B.

2018SEP16

W

Identification Card

Your CAC has been successfully updated.

PIV Information

The following actions were taken on your CAC:

The PIV Authentication Certificate was activated on your CAC.

Home



Activating Your Personal Identity Verification (PIV) Certificate

Your PIV Authentication certificate is active.

Click Log Out to end your session with the RAPIDS Online Self-Service System.

The screenshot displays the RAPIDS Online Self-Service System interface. At the top, there is a navigation bar with a "Feedback" link (star icon), an "ID Card Office Locator" link, and a "Log Out" button. A red arrow points to the "Log Out" button. Below the navigation bar, the user's name "Marty B. McFly" is displayed. To the left, a "Card Expires" section shows the expiration date "2018Sep16". Below this, there are two buttons: "Certificate" and "n UPN", both with question mark icons. The main content area is divided into two columns. The left column is titled "Sponsor's Contact Information" and includes an "Edit Contact Information" button. The right column is titled "Family Members' Contact Information & ID Cards" and includes an "Add a Family Member" button. The user's contact information is listed below the "Sponsor's Contact Information" header.

Feedback | ID Card Office Locator | **Log Out**

Sponsor's Contact Information

[Edit Contact Information](#)

Marty B. McFly

Residential Address
9303 LYON ESTATES DR.
HILL VALLEY CA 95420
United States

Mailing Address
Same as Residential

Telephone
(916) 555-4385 (Home)

Personal Email Address
marty@pinheadsband.conn

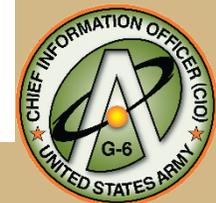
Family Members' Contact Information & ID Cards

[Add a Family Member](#)

Card Expires
2018Sep16

[Certificate](#)

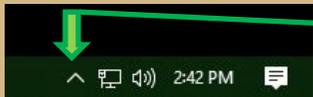
[n UPN](#)



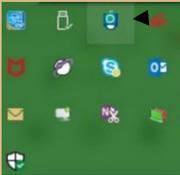
Making Certificates Available to Computer

In ActiveClient after logon:

Step 1: User left click on "Notification Chevron ^"

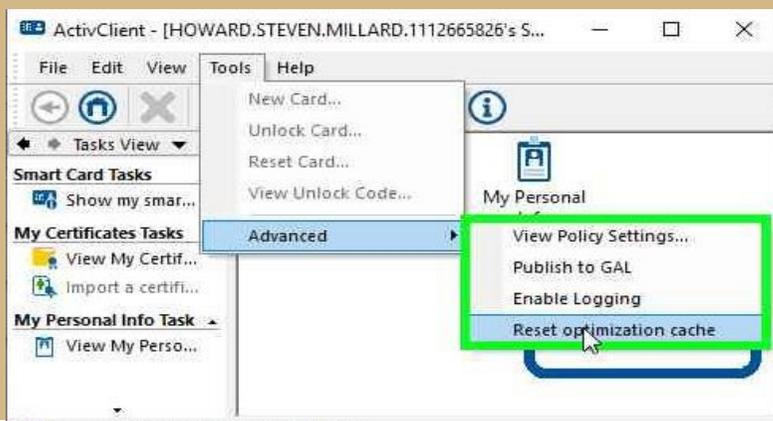


Step 2: User left click on "ActivClient Agent - Smart Card inserted"



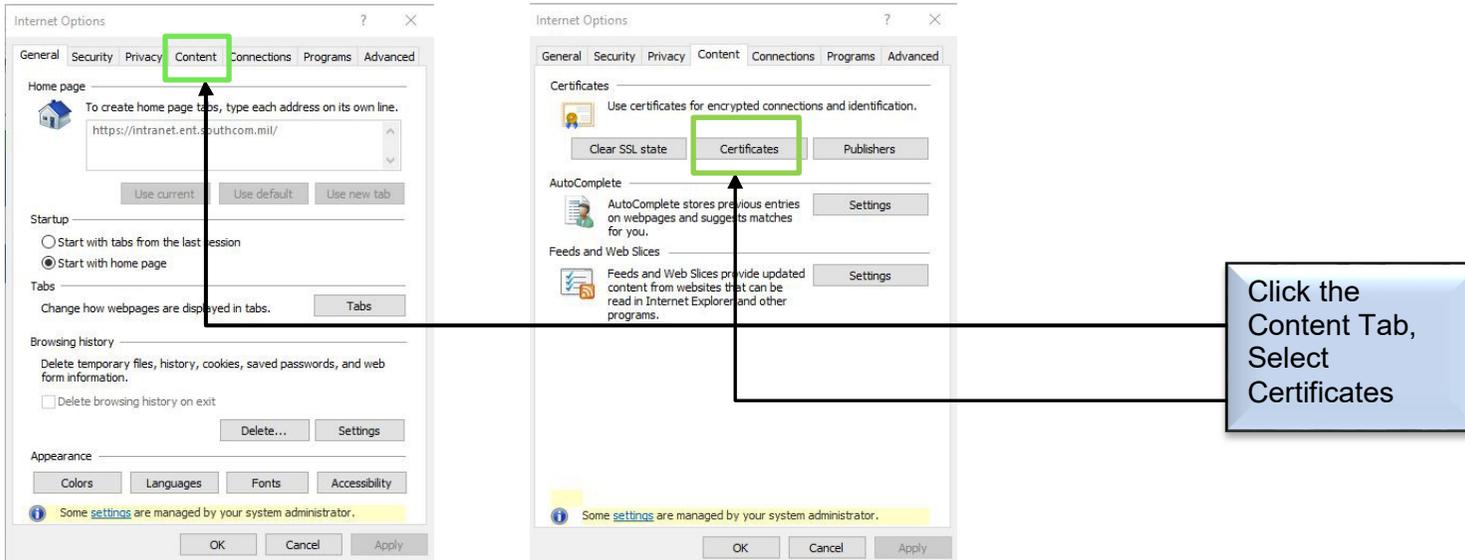
Step 3: User left click on "Open (menu item)"

Step 4: User left click on "Tools, Advanced and select Reset Optimization Cache... Menu item in ActivClient dropdown under tools"



Making Certificates Available to Computer

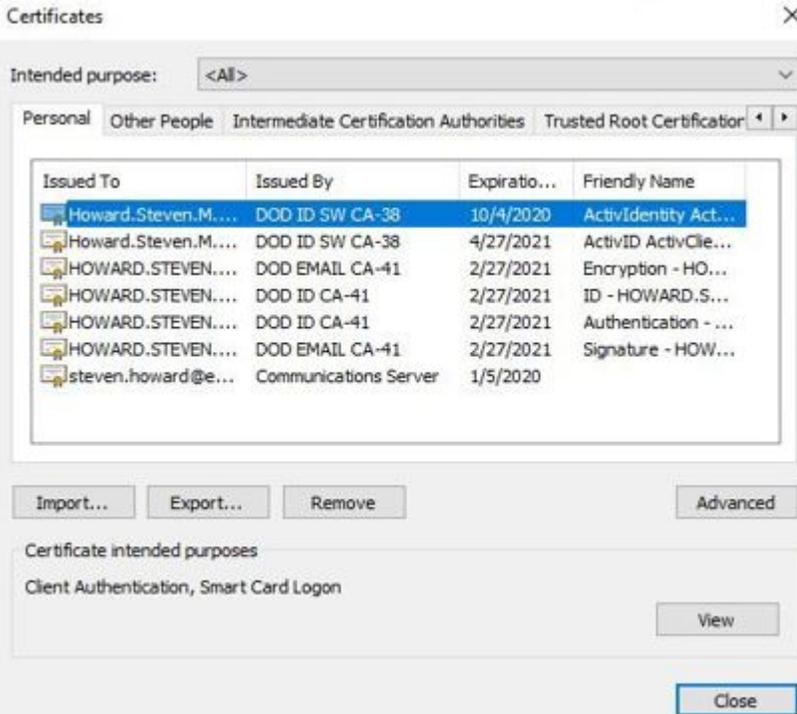
This will publish your certificates back into Windows... To verify complete the next step...



Check Internet Explorer (IE) for Certificates. Open IE: Click Tools, Internet Options (opens new window)

Making Certificates Available to Computer

Verify you have your Certificates:



The screenshot shows the Windows Certificates console window. The 'Intended purpose' dropdown is set to '<All>'. The 'Personal' tab is selected, showing a list of certificates. The first certificate is selected, and its details are shown in the 'Certificate intended purposes' section below.

Issued To	Issued By	Expiratio...	Friendly Name
Howard.Steven.M....	DOD ID SW CA-38	10/4/2020	ActivIdentity Act...
Howard.Steven.M....	DOD ID SW CA-38	4/27/2021	ActivID ActivCie...
HOWARD.STEVEN....	DOD EMAIL CA-41	2/27/2021	Encryption - HO...
HOWARD.STEVEN....	DOD ID CA-41	2/27/2021	ID - HOWARD.S...
HOWARD.STEVEN....	DOD ID CA-41	2/27/2021	Authentication - ...
HOWARD.STEVEN....	DOD EMAIL CA-41	2/27/2021	Signature - HOW...
steven.howard@e...	Communications Server	1/5/2020	

Buttons: Import..., Export..., Remove, Advanced, View, Close

Certificate intended purposes: Client Authentication, Smart Card Logon



Questions or Concerns

Any Questions or Concerns Please Contact the Help Desk at Ext. 1234

