PANAMA
SHIP REGISTRY

Digital Token's Instalation Guide

Panama, maritime country
that for excellence unites the world.

Contacts

P.O. Box 0843-00533,
Balboa, Ancón.
Diablo Heights

phone : 501-5000

Email: info@amp.gob.pa

REPÚBLICA DE PANAMÁ
GOBIERNO NACIONAL

Table of Content

General Process for Digital Token Application 3

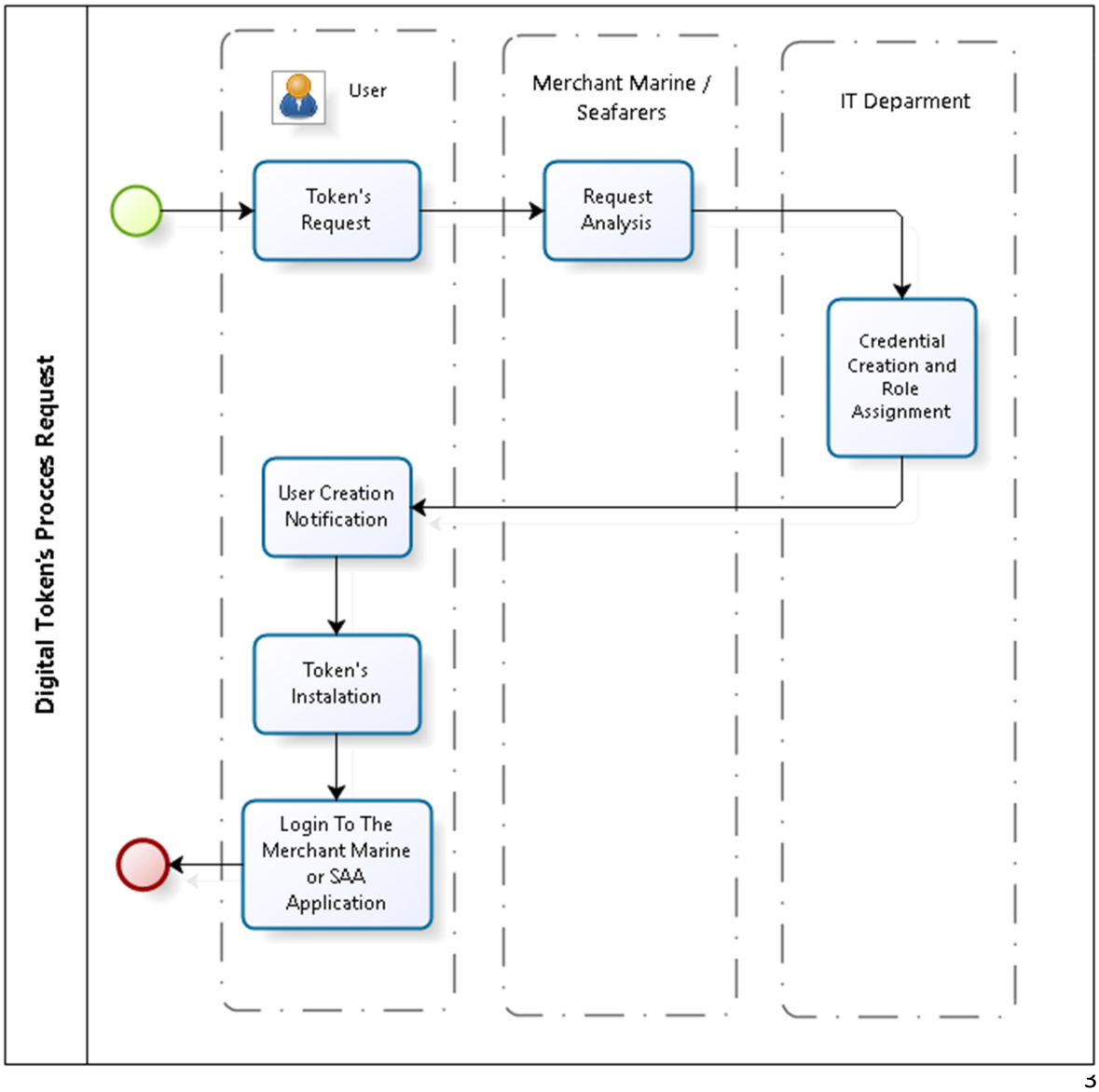
Detail of the procedure 4

Digital Token Installation Guide 6

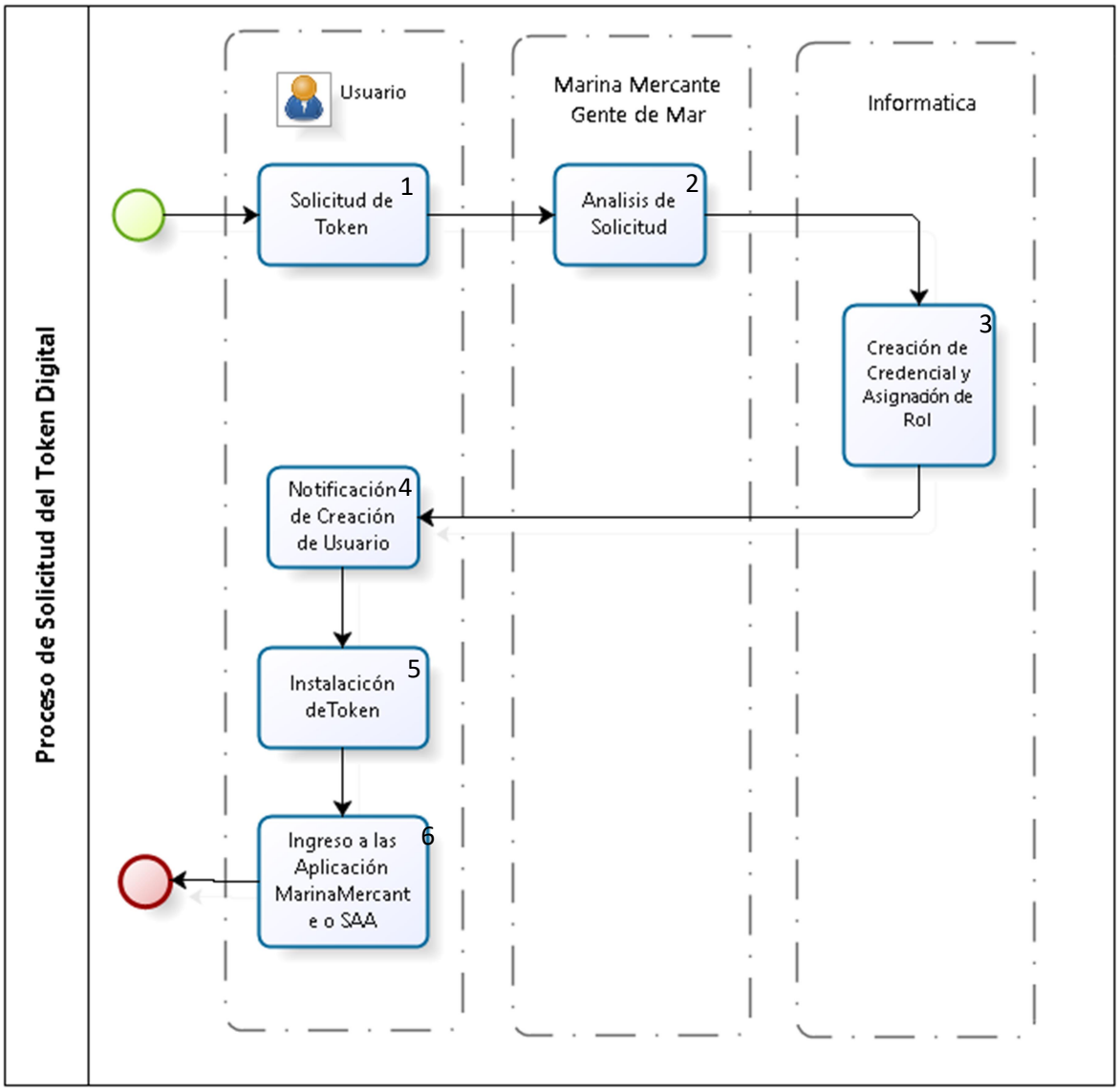
- Installing the ENTRUST App. 7
- Entrust Configuration 8
  - Through a QR Code 8
  - Through the fingering of the fields. 11
- How to enter the Merchant Marine and/or Seafarers systems 13

Panamá Ship Registry © 2020 All Rights Reserved

General Process for Digital Token Application



Panamá Ship Registry © 2020 All Rights Reserved



Detail of the procedure

Panamá Ship Registry © 2020 All Rights Reserved

1. Token Request: the user must send an email to the Ship Registration Address or Seafarers' Address, requesting access to the Ship Registration Systems or SAA.

The user must complete the form "Application for PKI" (http://201.225.255.174/download/Marina_Mercante/Aplicacion%20para%20PKI.docx) Merchant Marine and (http://201.225.255.174/download/Seafarers_Automated_Application/APPLICATION%20FOR%20PKI.pdf) for Seafarers.

2. The address in charge shall carry out the validation of the application and the form entered.
3. The Computer and Telecommunications Unit will generate a Token which is associated with the requesting user and the role will be assigned, previously authorized by the direction of Merchant Marine and/or the Directorate of Seafarers.
4. An automatic email will be sent to the user making the Request for the PKI, which will contain the information to validate their token.
5. The user must install the App for the generation of digital tokens (Entrust ST) and must validate it against the sent emails.
6. The user will be able to access the Merchant Marine and Seafarers system.

Panamá Ship Registry © 2020 All Rights Reserved

Digital Token Installation Guide

You must request by e-mail the creation of a user and password to the corresponding Administrative Unit, either the Seapeople's Directorate and/or the Merchant Marine Directorate to access the system.

*The configuration to be made will be used for the Merchant Marine and Seafarers system; if you need to use both applications you must request access to the system (Rol de Processing) to the mercante marina address as to the address of Seafarers.

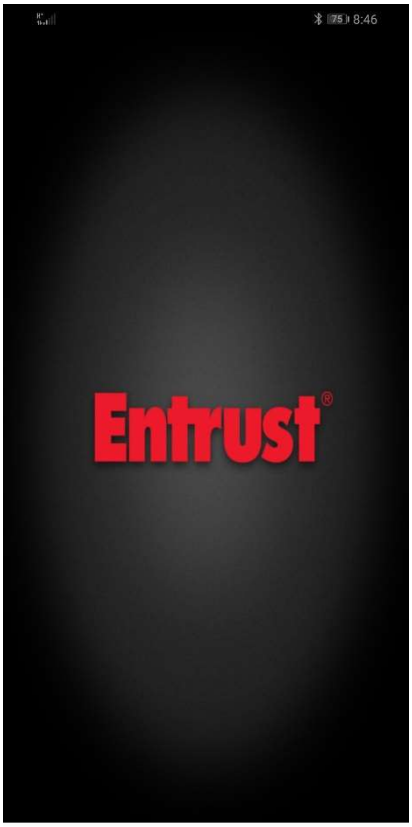
You will need to attach to your email, the form "Application for PKI", note that the email indicated in the form, will be the mail that is associated with all transactions that were made for the token configuration.

You will receive two emails from PANAMA MARITIMA AUTHORITY; the first email will keep the matter: "Your password to access PANAMA'S MARITIMA AUTHORITY" and it details your credentials: username and password (to use in http://www.panamaregistry.com.pa/). The second email will keep the subject line: "Activate your Entrust Soft Token" and it details how to install the Entrust app; both emails sent from the account: noreply@trustedauth.com

Panamá Ship Registry © 2020 All Rights Reserved

Installing the ENTRUST App

Install the APP for Iphone from the App Store or for Android from the PlayStore.



Panamá Ship Registry © 2020 All Rights Reserved

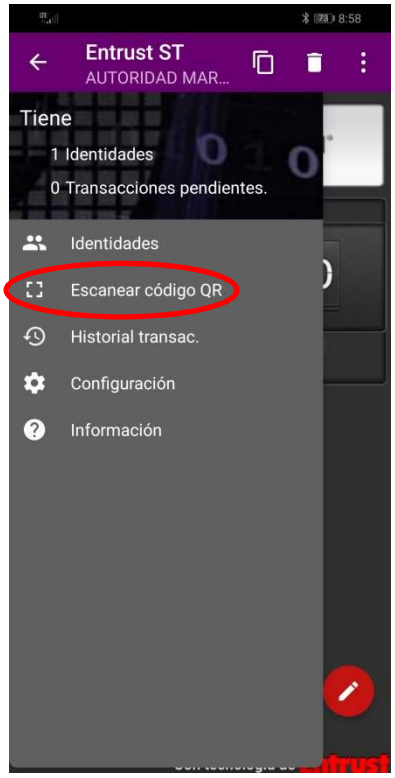
Entrust Configuration

Once the "Entrust" application is installed, we need to open it and configure it; there are two ways below detailed to set it up.

*only needs to be done.

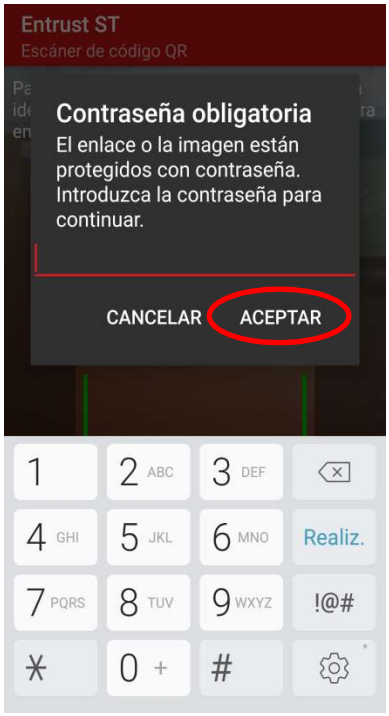
Through a QR Code

Scanning the QR code sent via an email with the subject line: "Activate your Entrust Soft Token.

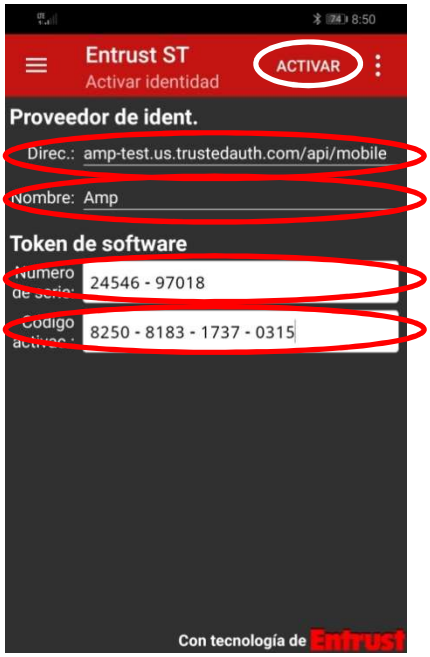


Panamá Ship Registry © 2020 All Rights Reserved

• You will need to enter a required password, which is under the QR code previously sent by email and select accept.



Once the password is entered, the information corresponding to: Direc, Name, Serial Number, Activation Code, select the option "Activate".



Panamá Ship Registry © 2020 All Rights Reserved

• The Entrust will ask you to enter a four-digit password (PIN), this will be your password to generate the digital tokens, you will need to enter a four-digit password (PIN) and you will need to confirm it.

With this we will have finished the configuration of the Token.

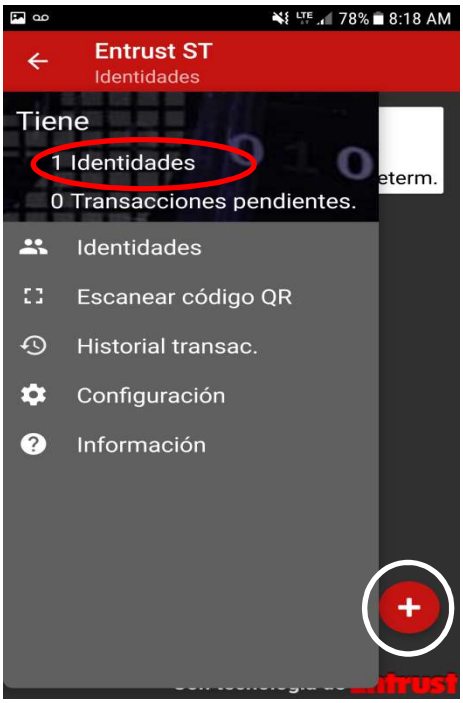
Panamá Ship Registry © 2020 All Rights Reserved

Through the fingering of the fields.

You will need to register the entity to which the token's will be generated as follows.

Select the icon:

Select the "Identities" option and select the add icon



- You must enter the information corresponding to: Direc, Name, Serial Number, Activation Code, this information can be found in the email previously sent under the subject line: "Activate your Entrust Soft Token". After entering the fields we select the "Activate" option.

  *The name field will indicate the Entity to which the Token was configured, we suggest entering it as "AMP".

Panamá Ship Registry © 2020 All Rights Reserved

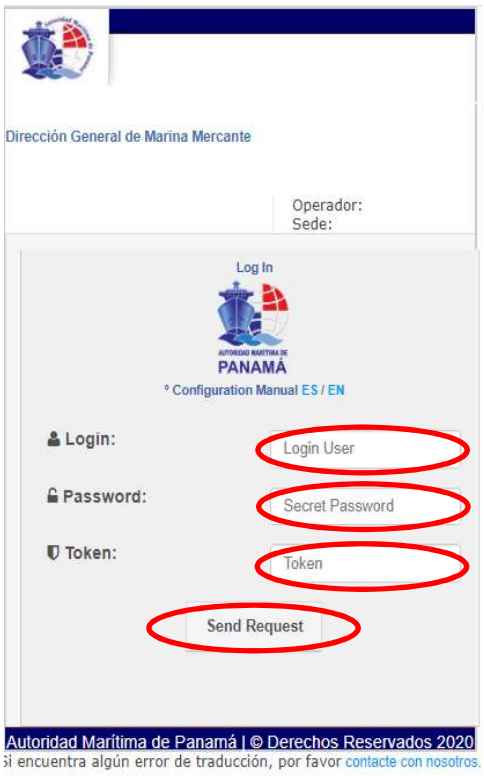
- The Entrust will ask you to enter a four-digit password (PIN), this will be your password to generate the digital tokens, you will need to enter a four-digit password (PIN) and you will need to confirm it.

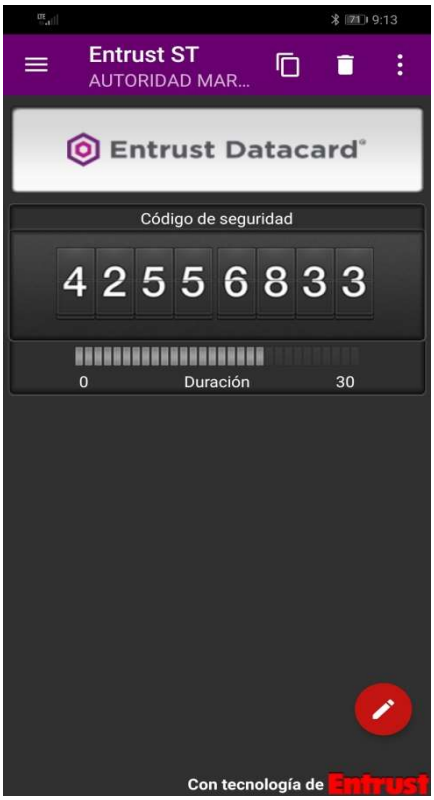
With this we will have finished the configuration of the Token.

Panamá Ship Registry © 2020 All Rights Reserved

How to enter the Merchant Marine and/or Seafarers systems

After setting up the Entrust, you are ready to be able to enter the Merchant Marine and/or Seafarers app. Go to http://www.panamaregistry.com.pa/ you must select the application (Merchant Sea or Sea People) and enter your username, password (which is opened to you previously sent by email with subject "Your password to access PANAMA MARITIMA AUTHORITY"); with cell phone, open the "Entrust" app enter your four-digit password (PIN) and place it the security code generated by "Entrust"; and select OK.





You can enter the application with the options assigned to your PKI.

Panamá Ship Registry © 2020 All Rights Reserved