Digital signature application guidelines

1. We strongly encourage people to use the individual digital certificate (with their names) instead of using the digital signature with the name of institution and their position.
2. The image in the digital signature has not much consideration
3. It is not advisable to put the image of the stamp in the digital signature, in place of this we strongly recommend preparing a template that contains the stamp image or with the institutions' heading, then have it signed after all the information are filled with the document reference number and date.
4. Only the high-level authorities within the institutions are allowed to get the digital signature with the name of the institution and their positions.
5. The server certificate will contain the name of the institution, the name of the system and the e-mail of that institution.

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