Publishing eMail Certs
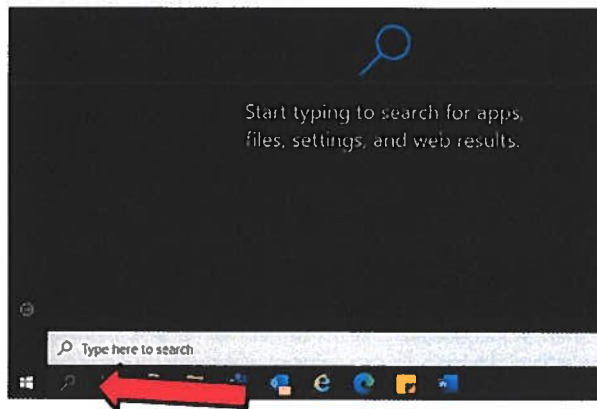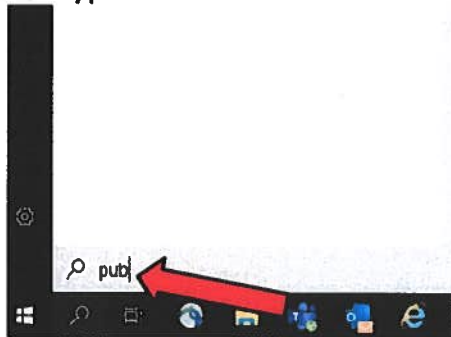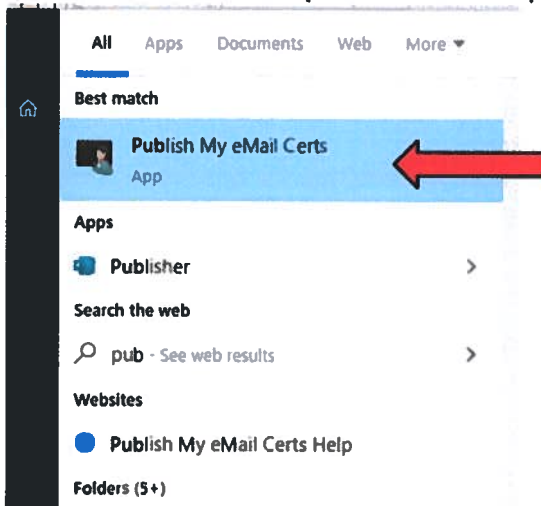
1. Login government issued laptop
2. Click search icon.

3. Type PUB in the search box


4. Select "Publish My eMail Certs" app and let the script run.

Publish My Email Certificate

This utility will publish a user's encryption certificate so it will be associated with that user's mail account making it available for receiving encrypted email messages from other users. Replication of the change made by this utility can take up to 24 hours to be completed and the user's mail account change reflected in the VA Address Book. This utility will NOT publish Corporate "shared" mailbox certificates.

1. Click on the "Publish My Email Cert" to run the utility. One of two windows will open on your computer.

   a. Most Common Case: If there is only a single valid encryption certificate you will be presented with a prompt to publish that certificate.
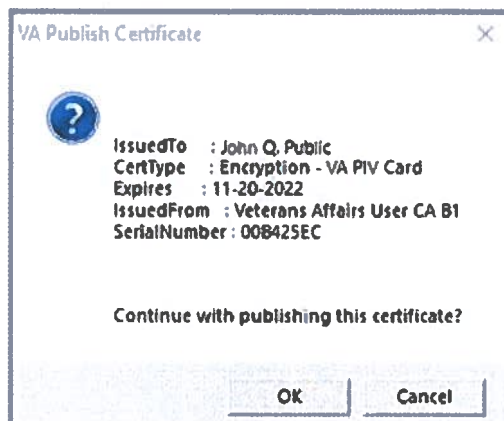
   ACTION: Click "OK" button to publish the certificate.
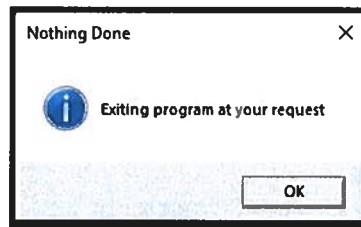   ACTION: Click "Cancel" button to exit the utility, a certificate will **not** be published.

   b. If you have multiple valid encryption certificates you will be presented with a choice of which certificate you wish to publish. Notice the 'CertType' column displays the various certificate types available. The certificates displayed will depend on what certificate have been issued to you.
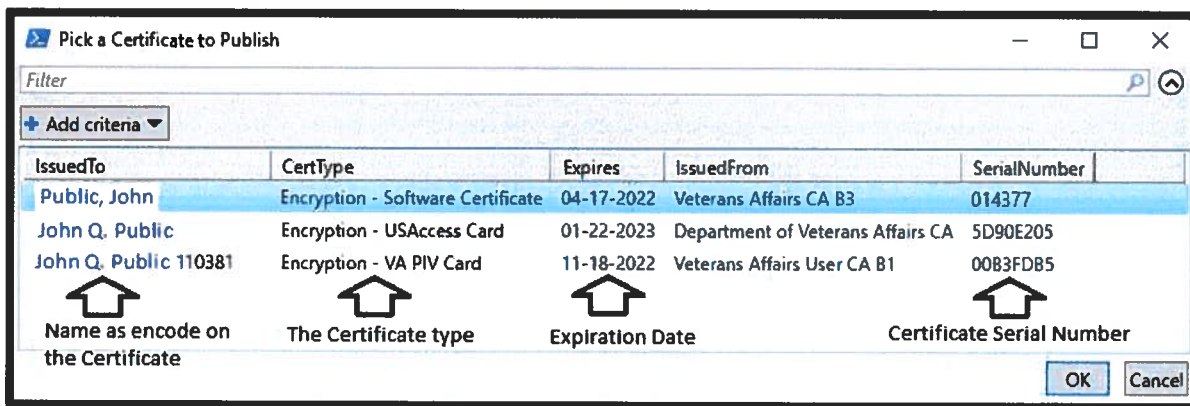
   ACTION: Select a certificate and click the "OK" button to continue.
   ACTION: Click the "Cancel" button to exit the utility, a certificate will **not** be published.

2. If the "Cancel" button is select at any time you will be informed nothing will be done.

> **Nothing Done**   ✕
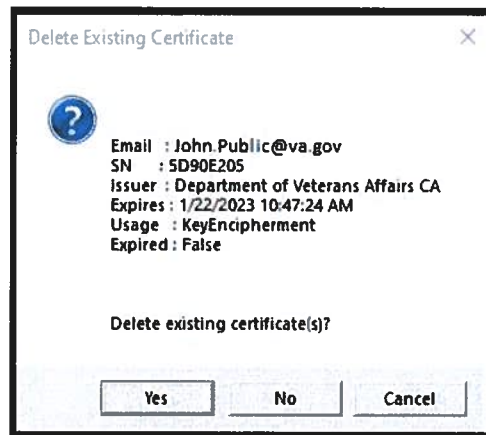>
> ⓘ   **Exiting program at your request**
>
> OK

ACTION: Click the "OK" button to exit the utility.

3. If the certificate "to be" published is the same as the one already published this is the message you will see. There is no reason to republish the certificate. If the utility can read and confirm the information encoded on the certificate, then the certificate is correctly published.

> Nothing Done   ✕
>
> ⓘ   **Selected PKI certificate already published, quitting**
>
> OK
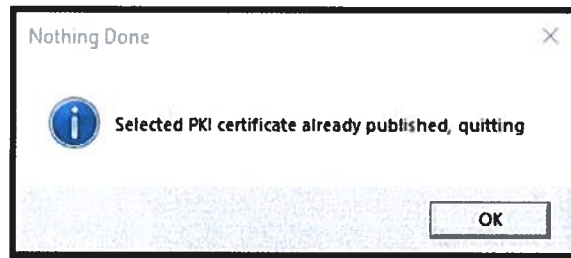
ACTION: Click the "OK" button to exit.

4. If there is already a certificate published **AND** it differs from the certificate selected you will be prompted to confirm removal of the already publish certificate. If there is not a certificate already published, you will **not** see this message.

> Delete Existing Certificate   ✕
>
> ❓
>
> Email   : John.Public@va.gov
> SN   : 5D90E205
> Issuer : Department of Veterans Affairs CA
> Expires : 1/22/2023 10:47:24 AM
> Usage   : KeyEncipherment
> Expired : False
>
> Delete existing certificate(s)?
>
> Yes   No   Cancel

ACTION: Click the "Yes" button to remove the currently published certificate and continue.
ACTION: Click the "No" button to keep the currently published certificate and exit the utility.
ACTION: Click the "Cancel" button to keep the currently published certificate and exit the utility

5. This message informs you the certificate was successfully published. Replication of the change made by this utility can take up to 24 hours to be completed and your mail account change reflected in the VA Address Book.

ACTION: Click the "OK" button to exit the utility.

If you experience any error's, please contact your local IT support for assistance.