Annexure B

Introduction:

Google Authenticator is a software based authenticator, which is used for two step authentication process.

1. **Google Authenticator implementation:**

I) **Generate Secret Key on NDML KRA** User needs to download **Google Authenticator on** his / her mobile from Google Play Store/Apple App store - https://play.google.com/store/apps/details?id=com.google.android.apps.authenticator2&hl=en_IN

II) Go to KRA web application link- https://kra.ndml.in/kra-web/

III) Select 'MI Login' using user login credentials already available with you. System will ask for your User ID and Password.

IV) After successful login, then NDML KRA system will present the newly introduced Google Authenticator implementation screen. This screen will appear only once and helps to verify your email ID and set-up your "Secret Key" for Google Authenticator App.

V) User needs to enter valid email address and click on verify.

VI) Verification link will be sent on email address given by user.

VII) Once user verifies email, NDML KRA system will generate Secret Key and send on verified email address.

2. Enter Secret Key in Google Authenticator App

I) Once you receive the Secret Key in your email, please take following steps:
   a. Open Google Authenticator App;
   b. User needs to enter the Secret Key (sent by NDML KRA in email) in the Google Authenticator mobile application by clicking on "+" button on app and selecting "manual Entry".
   c. Please ensure that key is entered accurately, incorrect entry will result in log-in credential mismatch.

II) User will enter his user id in 'Account name' and 'secrete key' received on email in your key and select type of key as 'Time based' and click on add button.

III) Your 2FA is ready to use.

3. Logging In with 2FA

After entering key in the Google Authenticator mobile application user will click on login link provided in step five of two factor authentication page.

I) User will be redirected to login page and user will enter User ID and Password as per existing practice. After successful validation, next screen will be to enter 6 digit code generated on Google Authenticator mobile application.

II) Open the Google Authenticator mobile application and it will generate a six digit code which is valid for 30 seconds only.

III) Enter this code in NDML KRA screen as 2FA Code and you can access your system functionality. Make sure to enter the code before its expiry on authenticator app.

IV) System will validate the code and display landing page.