



# **How to digitally sign and encrypt emails using Thunderbird**

**Presumption:** The subscriber has downloaded, installed and backed up their PNPKI digital certificates on to their windows computers.

## **Introduction**

This document covers how to sign and or encrypt your email using your PNPKI digital certificates. Signing and encryption varies with different email clients.

This manual covers signing and encryption using Thunderbird in Windows

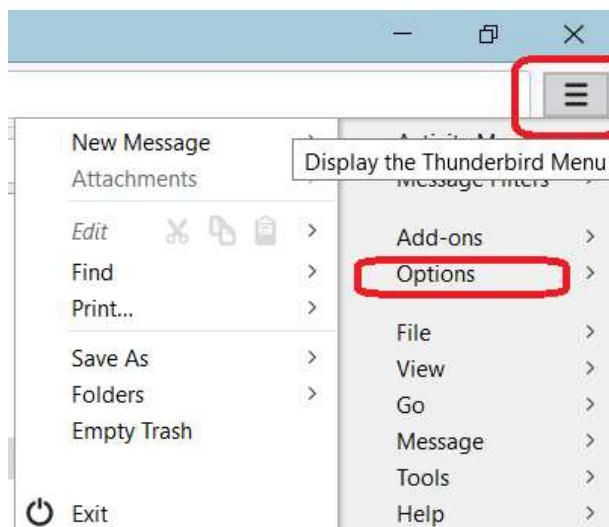
## **Import CA Certificates**

In order to use your certificate, you need to import the CA certificates in your browser if you haven't already.

1. Download and extract CA Certificates from

[http://i.gov.ph/wp-content/uploads/2015/11/PNPKICERT\\_PEM1.zip](http://i.gov.ph/wp-content/uploads/2015/11/PNPKICERT_PEM1.zip)

2. Launch Thunderbird and go to **Menu** icon at the top right corner. Next select **Options**

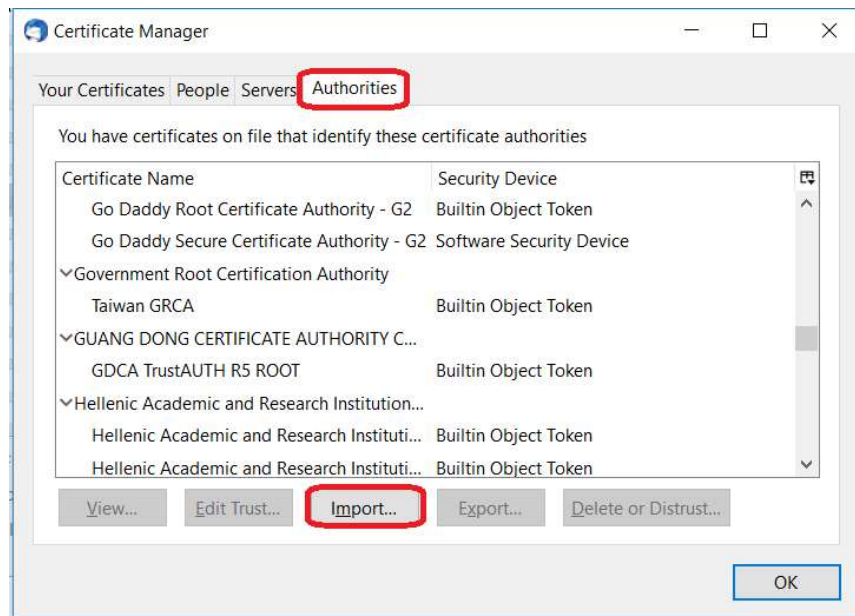




3. At the Options window, go to the [Advanced](#). Next, go to the [Certificates](#) tab then go to the [View Certificates](#) button.

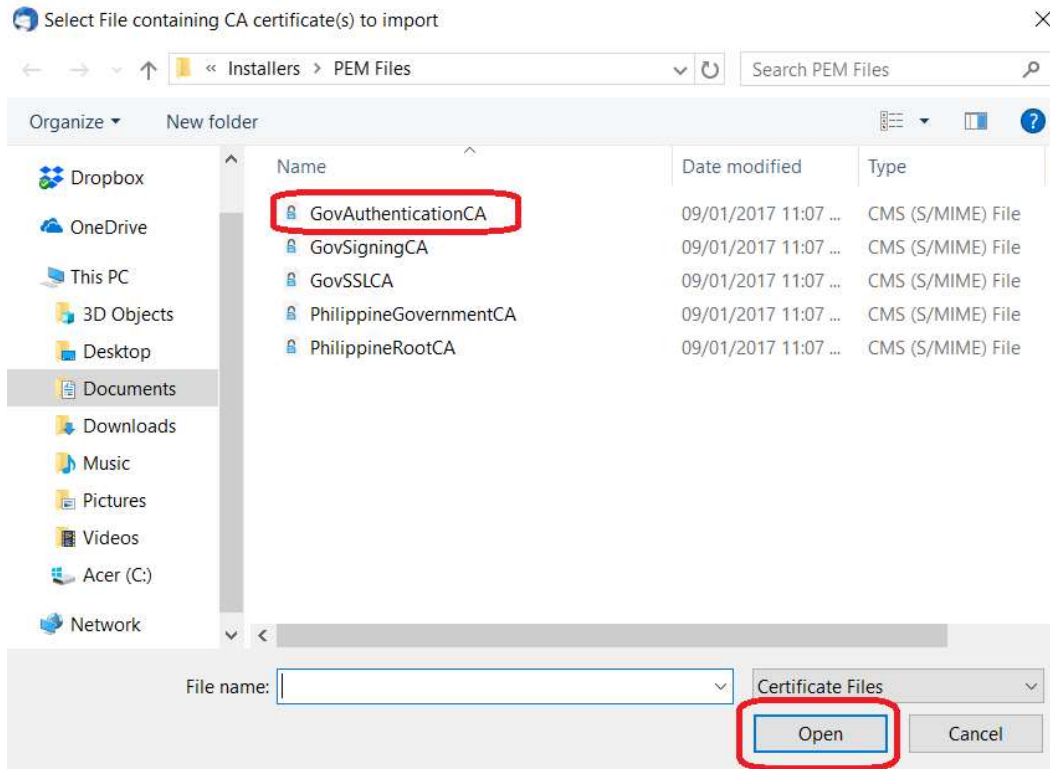


4. At the [Certificates Manager](#) window, go to the [Authorities](#) tab then click on the [Import](#) button

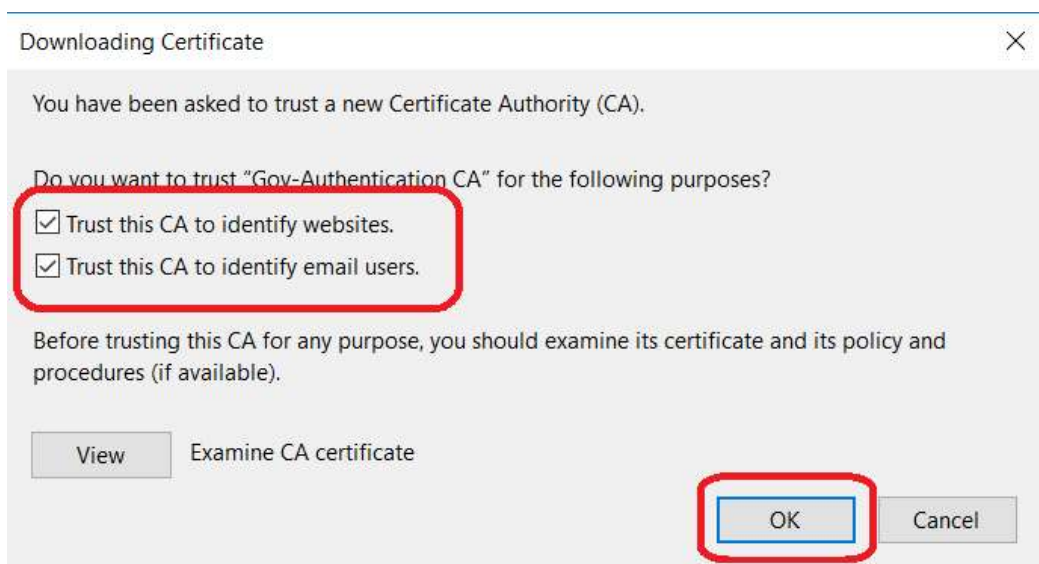




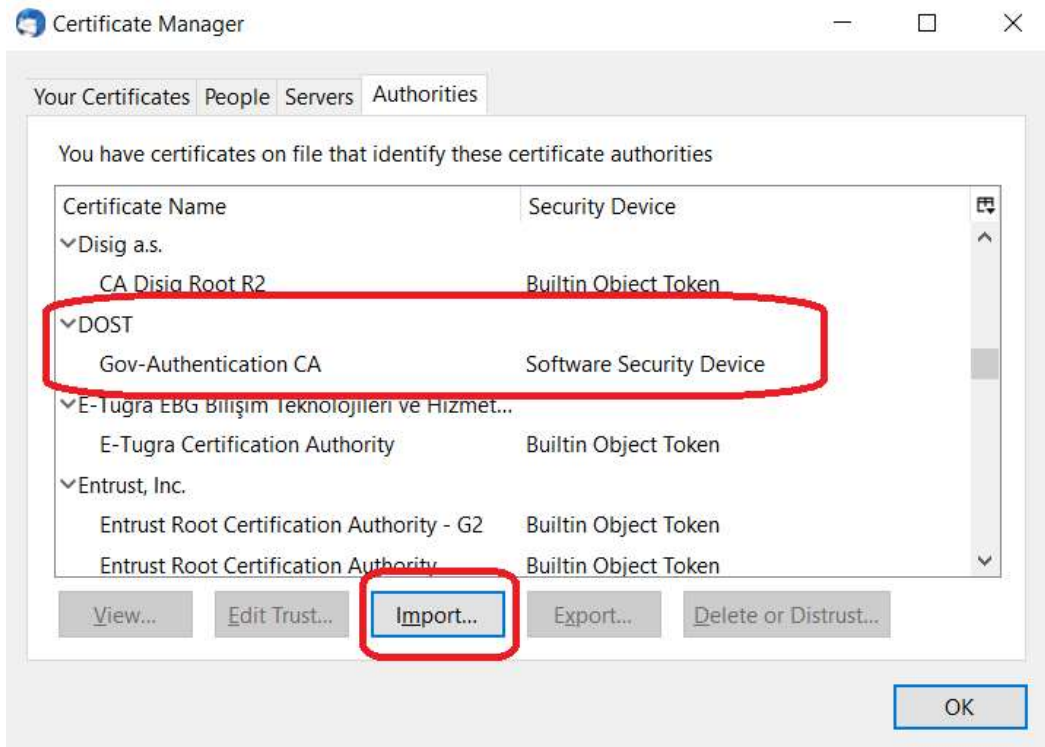
5. Navigate to where you stored the Philippine National PKI CA certificates, select one then click [Open](#).



6. Check on both options then click [OK](#).



- If you have successfully installed the first certificates. You should see the certificate under [DOST](#). Click on [Import](#) and go through process again for the remaining four CA certificates until you finish installing all five under DOST

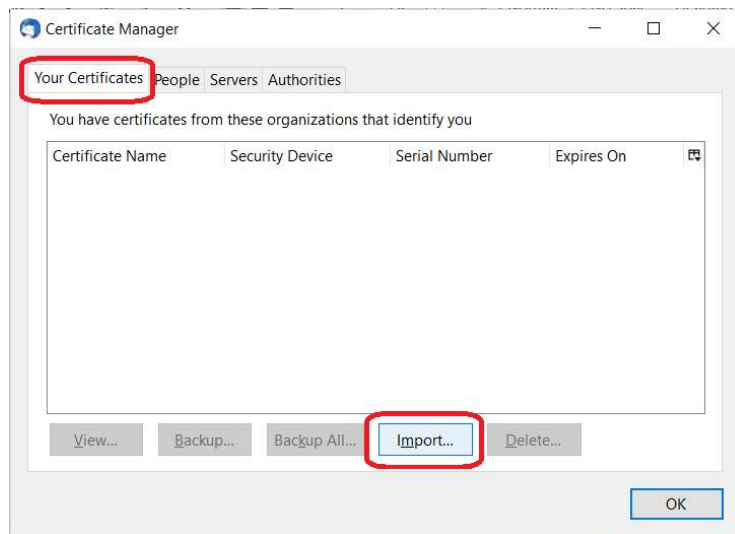


DOST	
Gov-SSL CA	Software Security Device
Philippine Government CA	Software Security Device
Gov-Authentication CA	Software Security Device
Gov-Signing CA	Software Security Device
Philippine Root CA	Software Security Device

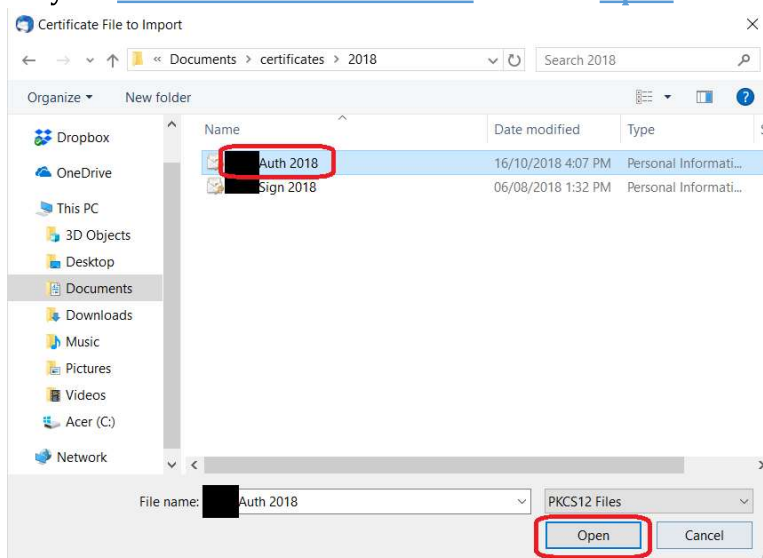
## Import your Personal Certificates

Now that you imported the CA Certificates the next step would be to import your personal certificates onto Thunderbird's keystore.

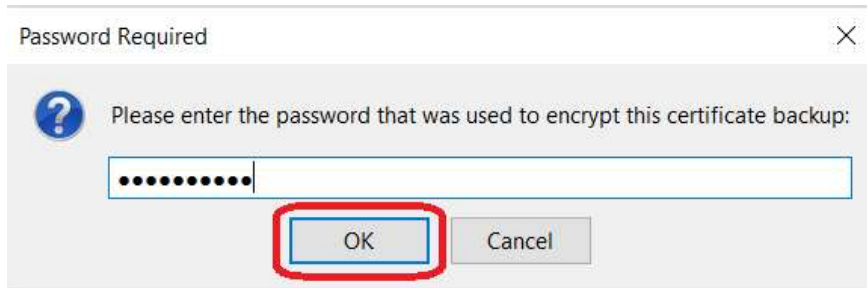
- Staying at the [Certificate Manager](#) window, go to the [Your Certificates](#) tab then click on [Import](#).



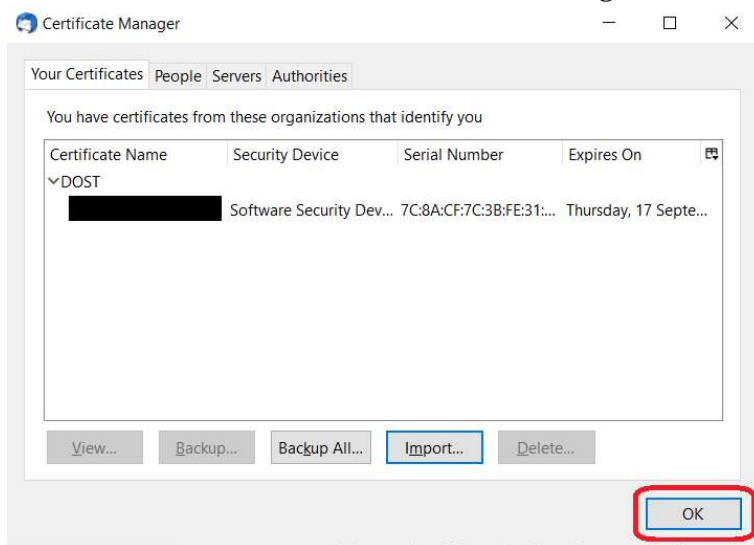
2. Go to the folder where you have backed up your personal certificates. Select your [Authentication certificate](#) and click [Open](#)



3. You will be asked for the password you used when you backed up your personal certificates. After you enter the password, click on [OK](#)

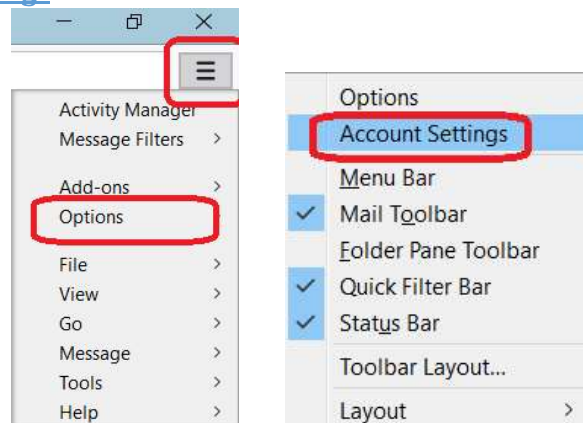


4. Your certificate should now appear at the Your Certificates window. Just click on the [OK](#) button to close out the remaining windows.



## How to Digitally Sign your emails

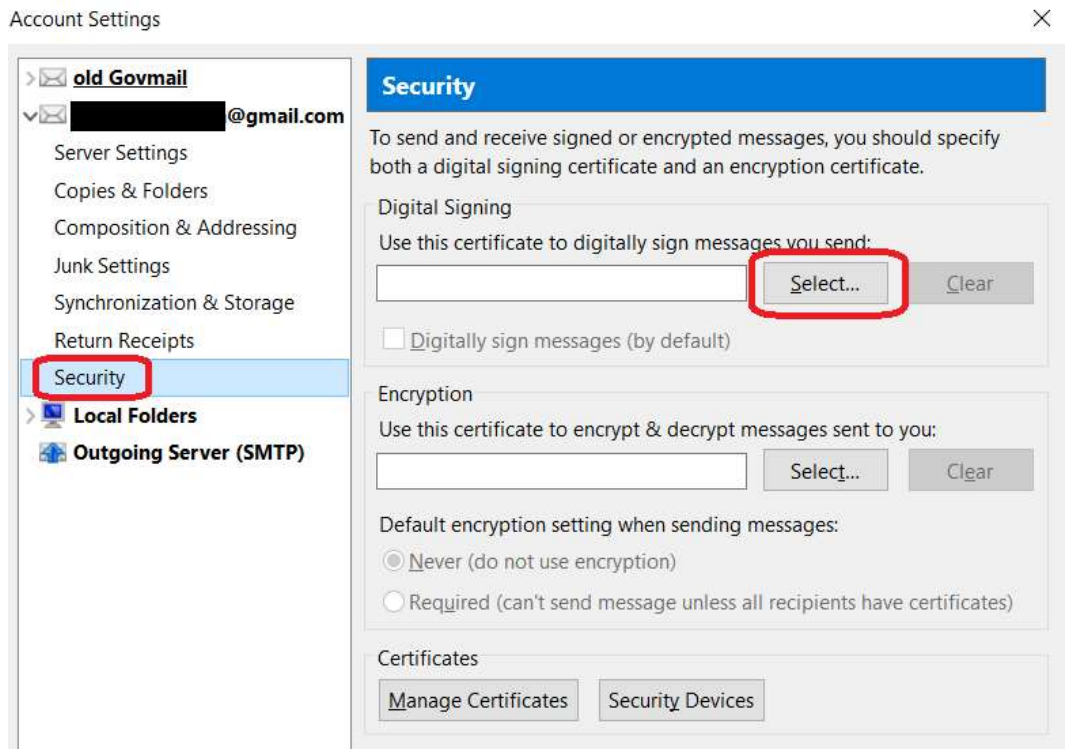
1. You first need to tell Thunderbird which certificate you want to use in signing your emails. To do this, you need to go to the [Menu](#) icon (the one that looks like 3 stripes) , hover over [Options](#) then choose [Account Settings](#)



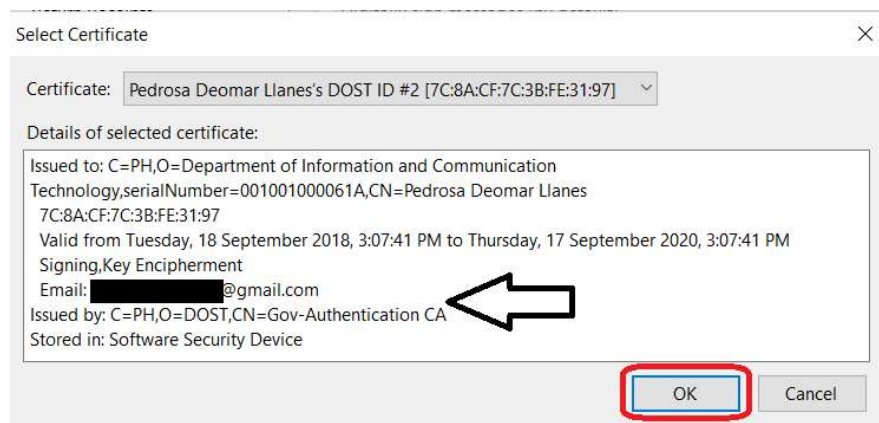




- At the [Account Settings](#) window, go to [Security](#) then click on the [Select...](#) button.

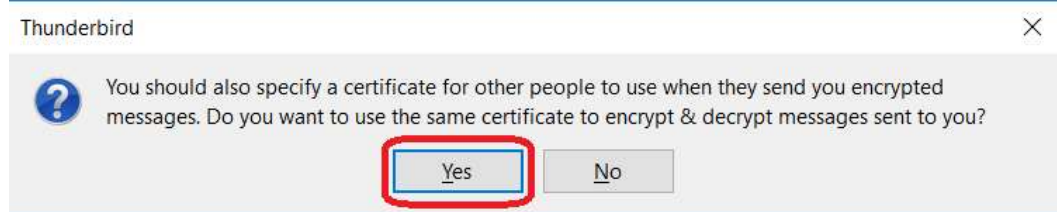


- At the [Select Certificate](#) window, if there is more than 1 option to choose from, select the that shows your email address and is [Issued by: C=PH, O=DOST, CN=Gov-Authentication CA](#). Once chosen, click on [OK](#)

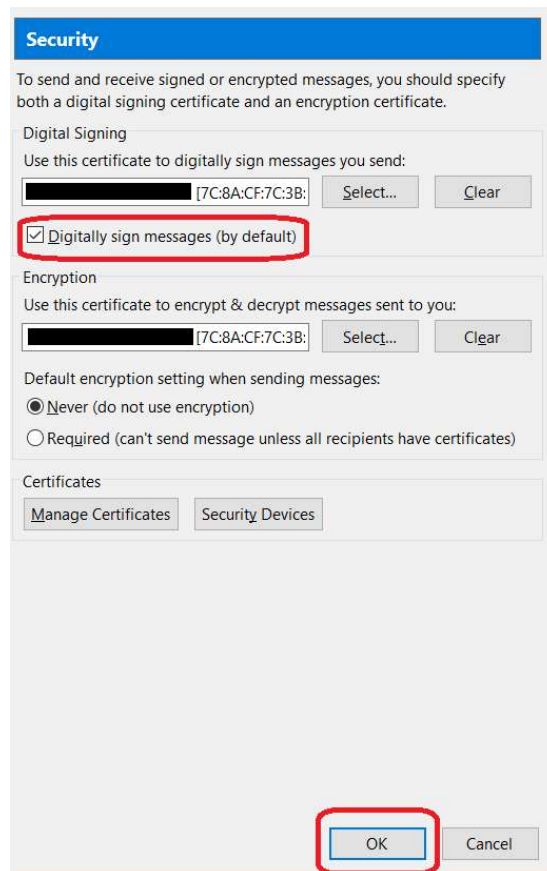




4. A new window asking that you also specify a certificate for other to send you encrypted messages. Just select Yes



5. Lastly, put a check on Digitally sign messages (by default)



All the emails you compose moving forward will be automatically digitally signed.

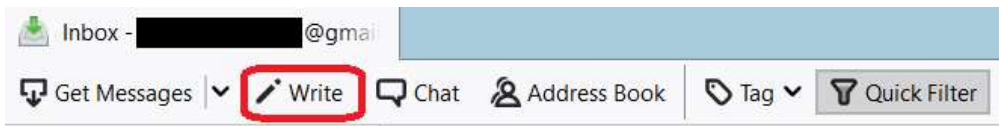




To send an encrypted message, you must first get the recipient's public key. You can do this by asking them to send you a digitally signed email.

Supposing that you already have secured your recipient's public key, here are the steps on how to send:

1. Click on [Write](#) to begin composing an email



2. Click on the [Security](#) dropdown arrow
3. Put a check on [Encrypt This Message](#)
4. Click on [Send](#) to deliver your email



And that is it! It's that simple. You now know how to digitally sign your emails and how to send encrypted messages via Mozilla Thunderbird.