

Office of Strategic Outreach (OSO) – Standard Operating Procedures (SOP) Installing DoD and ECA Root Certificates

Purpose To install DoD and ECA Root certificates in order to access Office of Strategic Outreach secure applications

Scope and Responsibilities Some of the Office of Strategic Outreach applications require certificates be installed into desktop Web browsers. The below procedures outline how to accomplish that task

Procedures

DoD Root Certificate Installation Instructions:

- 1) Click [here](#) to open the DoD Root CA 2 root certificate.
- 2) Click "Open" to view the certificate.
- 3) Click on "Install Certificate".
- 4) Click "Next >"
 - a. Select the radio button "Place all certificates in the following store".
 - b. Click "Browse..."
 - c. Select the folder "Trusted Root Certification Authorities".
 - d. Click "OK".
 - e. Click "Next >".
 - f. Click "Finish".
- 5) The browser should indicate to you that the import was successful. You can then click "OK" and close the "Certificate" window to continue.
- 6) Click [here](#) to open the DoD CA-21 intermediate root certificate.
- 7) Click "Open" to view the certificate.
- 8) Click on "Install Certificate".
- 9) Click "Next >".
 - a. Select the radio button "Place all certificates in the following store".
 - b. Click "Browse..."
 - c. Select the folder "Intermediate Certification Authorities".
 - d. Click "OK".
 - e. Click "Next >".
 - f. Click "Finish".
- 10) The browser should indicate to you that the import was successful. You can then click "OK" and close the "Certificate" window to continue.

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ECA Root Certificate Installation Instructions:

Click [here](#) and follow the corresponding steps for the appropriate operating system and internet browser.

Approval and Review:

This SOP was approved by the OSO Senior Architect on September 12, 2011 and remains in effect until superseded. OSO management staff shall review this SOP annually at the start of each fiscal year or as needed for updates.