

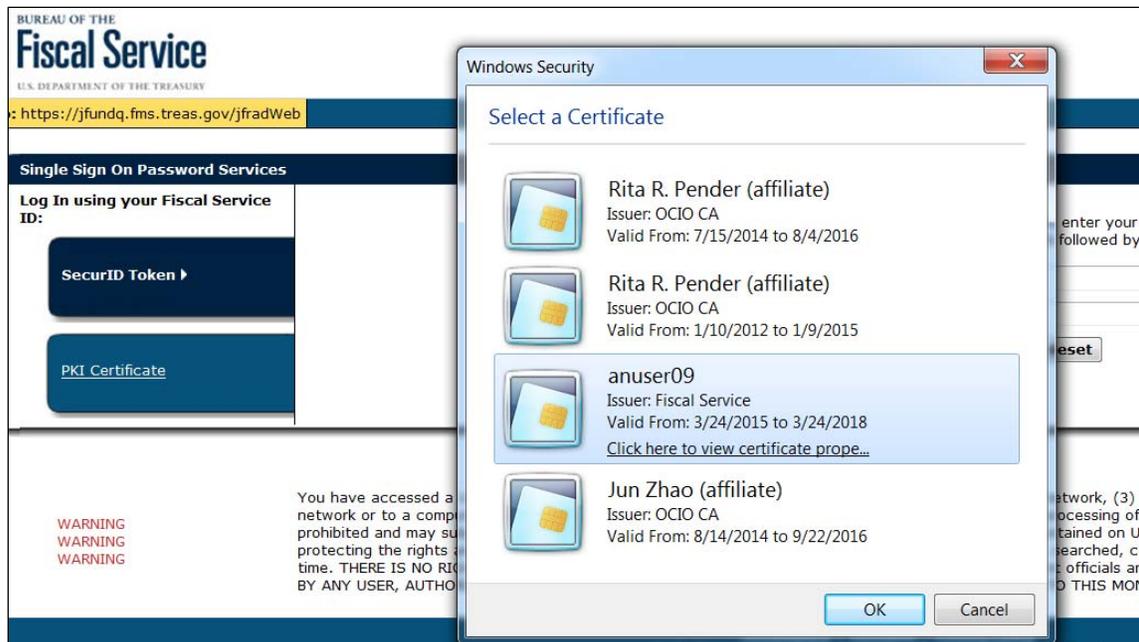
For JFICS access using a PKI Token

Please Note: If you have never received a PKI token package, or if your PKI token has been lost or is inaccessible to you for any reason, then you may need to re-enroll for JFICS access. Call the Fiscal Service Help Desk at 1-304-480-7777 and inform them that you need a PKI token issued to you. *Please be certain to inform the Service Desk that JFICS is a payment application and that your request requires the highest priority.*

Instructions:

- With your active PKI token inserted into your computer's USB slot, go to the Fiscal Service Single Sign-On (SSO) portal at <https://jfundq.fms.treas.gov/jfradWeb>.
- On the screen above, select the tab labeled "PKI Certificate." SSO will search for valid certificate and display them as shown in the example below (Fig. 2.1).

Figure 2.1



- Select your certificate, and click OK. (Cancel if the certificate is not correct for you.)
- The image in Figure 2.2 below will appear on your screen.

Figure 2.2

Token Logon

SafeNet Authentication Client

Enter the Token password.

Token Name: anuser09

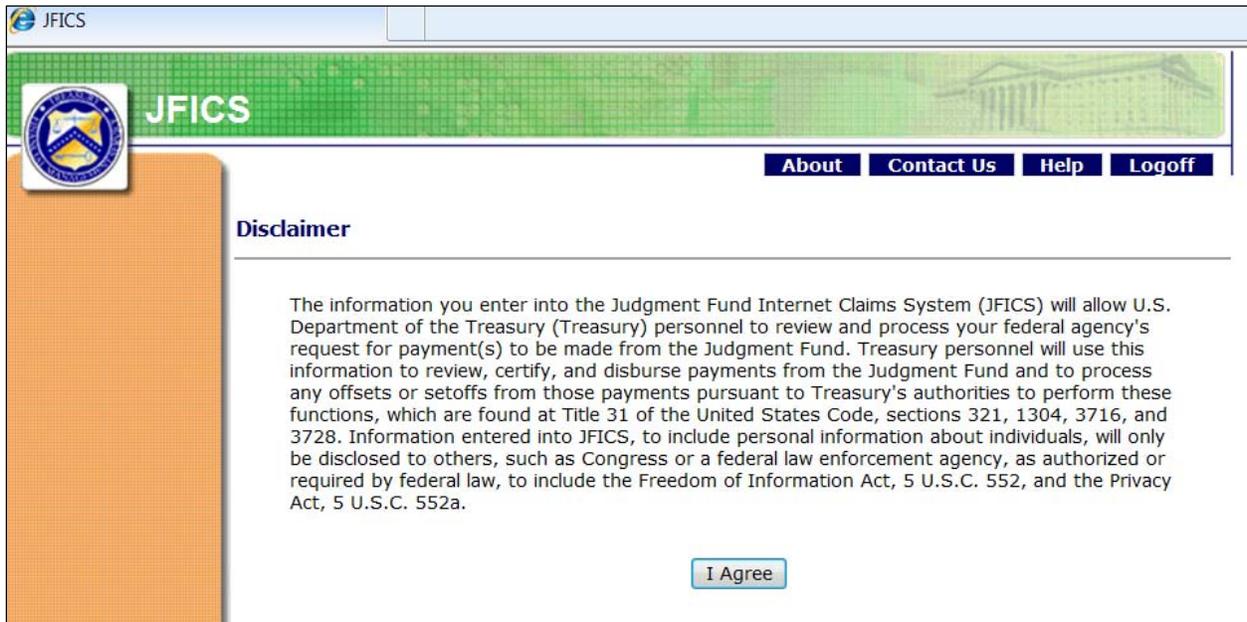
Token Password: ●●●●●●

Current Language: EN

OK Cancel

- Enter your Treasury-provided PKI username in the “Token Name” field, and enter your PKI password in the “Token Password” field.
- Select “OK.” You should see the following JFICS screen:

Figure 2.3



If you see the screen above, your JFICS login was successful. However, if you encountered problems while following these steps and you cannot reach the screen shown above, contact the Fiscal Service Help Desk at 304-480-7777 and report a SecureID token issue. Please note: *In order to receive a high-priority for your request, inform the Service Desk Analyst that you are a SecureID token user for the JFICS application. Also, mention that you are using a payment application and that your need is critical.*