

Identity verification Manual (eKYC Manual)

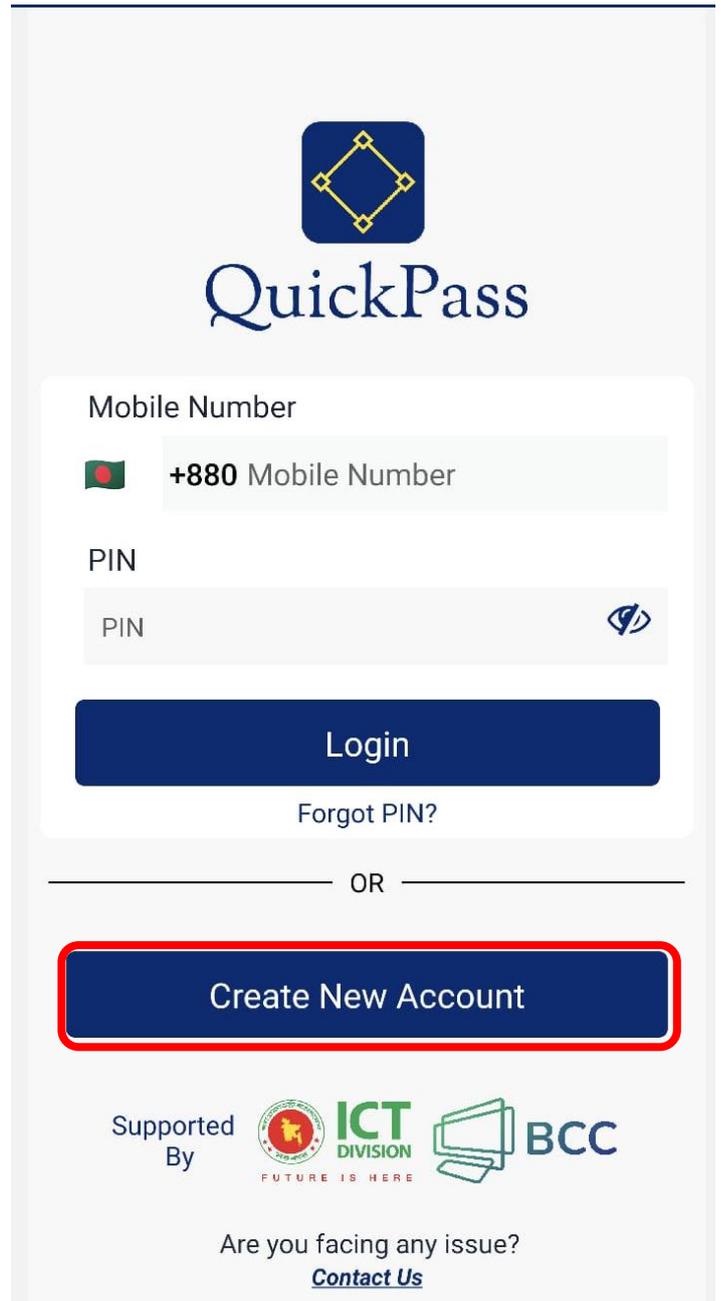
Prerequisites:

A) QuickPass software must be downloaded from the Google Play Store / App Store

<https://play.google.com/store/apps/details?id=com.bcc.quickpass>

B) Photocopies / Main Copy of national identity card or national identity card.

1. Click "Create New Account" to create an account.



The screenshot shows the QuickPass application interface. At the top is the QuickPass logo, which consists of a blue square with a yellow diamond shape inside. Below the logo is the text "QuickPass" in a blue serif font. The main content area is a white rounded rectangle containing a "Mobile Number" field with a Bangladesh flag icon and a "+880 Mobile Number" input field. Below that is a "PIN" field with a "PIN" label and a blue eye icon for toggling visibility. A large blue "Login" button is positioned below the PIN field, with a "Forgot PIN?" link underneath it. A horizontal line with "OR" in the center separates the login section from the registration section. Below the line is a large blue button with a white border and rounded corners, labeled "Create New Account". At the bottom of the screen, there is a "Supported By" section with logos for the ICT Division (with the tagline "FUTURE IS HERE") and BCC. Below the logos is the text "Are you facing any issue?" followed by a blue underlined link "Contact Us".

2. Tick Privacy Policy. Click the "Start Button".

← QuickPass Registration

Welcome to QuickPass

What you need to complete the registration process?

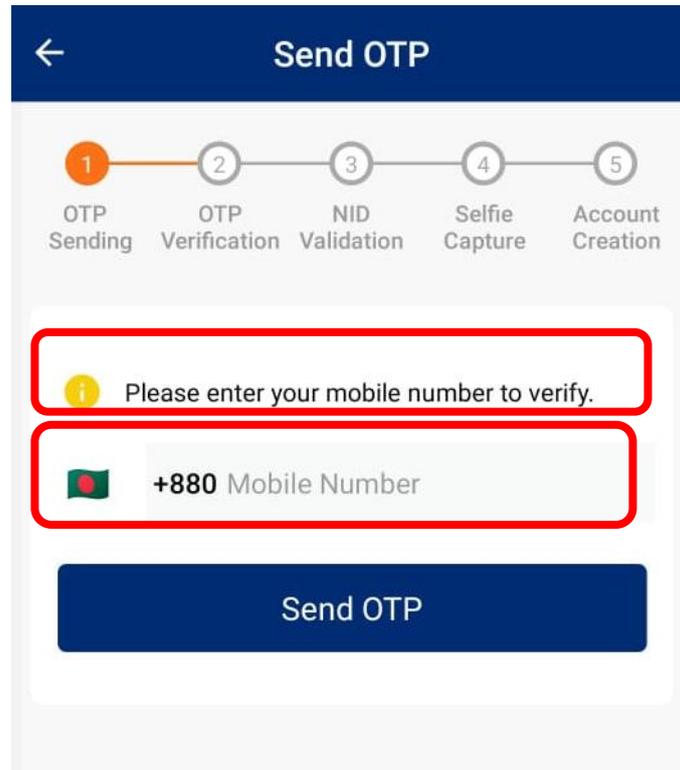
- 1) Mobile Number
- 2) Email Address
- 3) NID Card
- 4) A Selfie Picture

By signing up, you agree to Terms of Service and Privacy Policy.

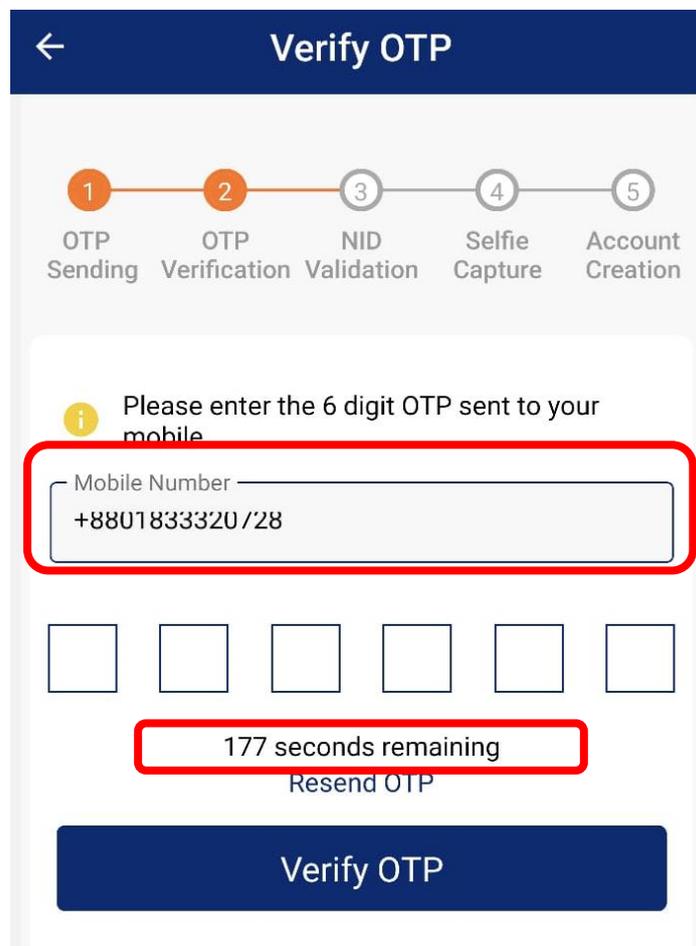


START

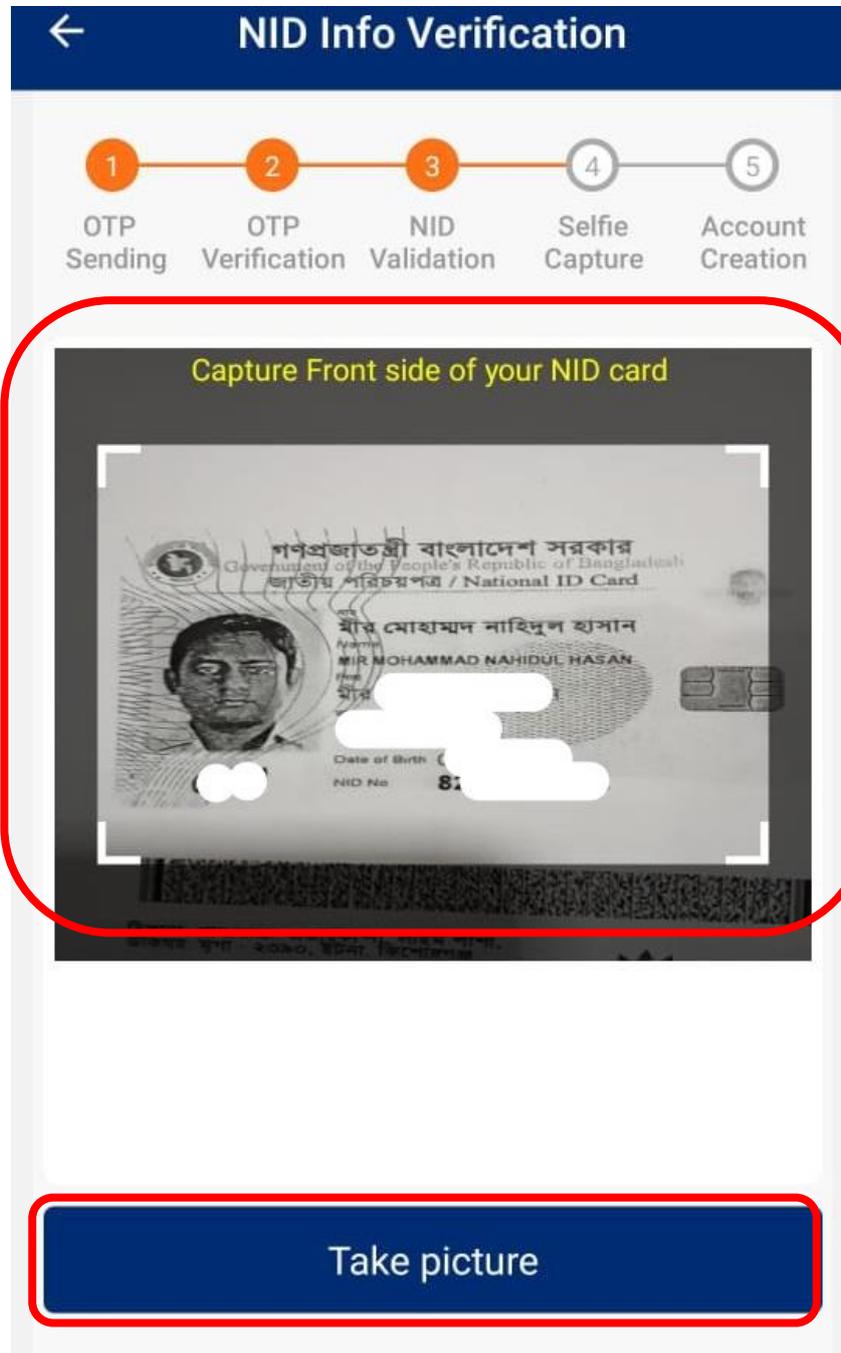
3. Type your 11 digit mobile number. And click on the "Send OTP" button. An OTP will be sent to your mobile.



4. Type the six digit OTP sent to your mobile and press the "Verify OTP" button.



1. When the mobile number verification is successfully completed, your phone's camera will be turned on and asks to take pictures of your national identity card. Take pictures of the first page of your national identity card in the frame shown on the mobile screen.



6. Turn off your eyelids as per the instructions displayed on the mobile screen. Rotate your head to the right. Do down on the head. Give a smile When the blue circle is complete, click on the "Take Picture" button.



Perform the following actions:

Blink both eyes



Perform the following actions:



7. After taking the selfie, it will be matched with your image on the server of the nationalist. If the match is matched, your information on the national identity card will be seen on your phone screen. Then you set a pin and submit. If everything is correct, you will see this message "Congratulations. You are successfully registered to BCC Ekyc System". Your identity verification has been successfully completed.

Create New Account

complete the registration.

Full Name

NID No

Mobile No (as username)

Email

Pin

Confirm Pin

Submit

8. Now login to the Quick Pass App and register your device. To register the device, click on Remote Authorization.

Welcome to QuickPass



MIR MOHAMMAD NAHIDUL HASAN
+8801833303728
nahidulhasan@bcc.gov.bd (Not verified)

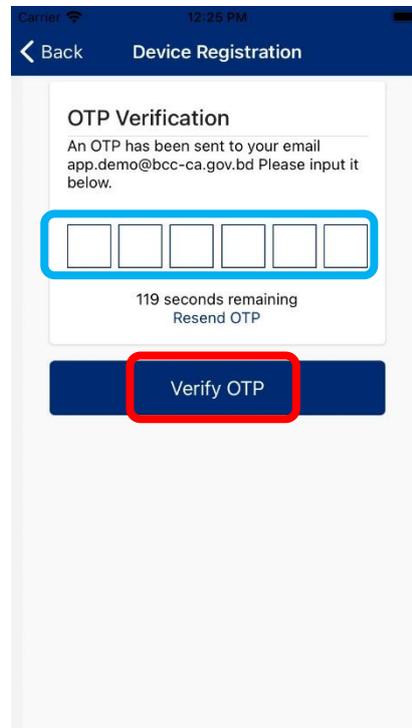
REMOTE AUTHORISATION

QuickSign

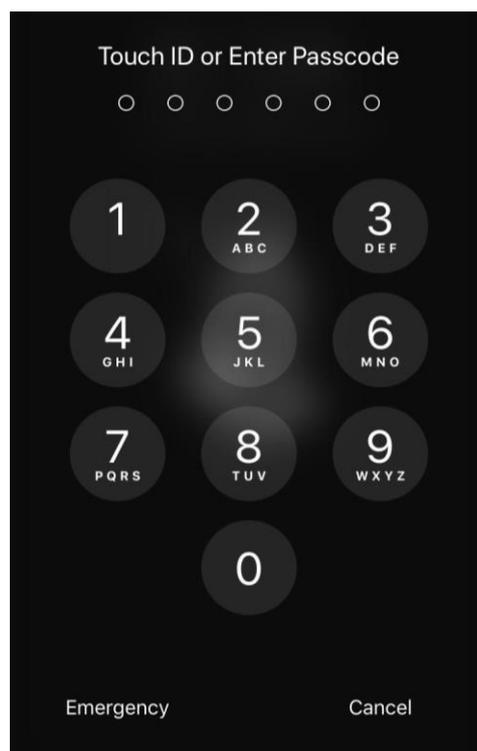
Go to [QuickSign \(https://quicksign.bcc-ca.gov.bd\)](https://quicksign.bcc-ca.gov.bd) from desktop web browser and login with **QuickIn SSO** to digitally sign documents

GO TO QUICKSIGN

9. Clicking on "Remote Authorisation" will send an OTP to your registered email. Type it.



10. Scan your fingerprint/enter your passcode scan on your mobile with your finger.



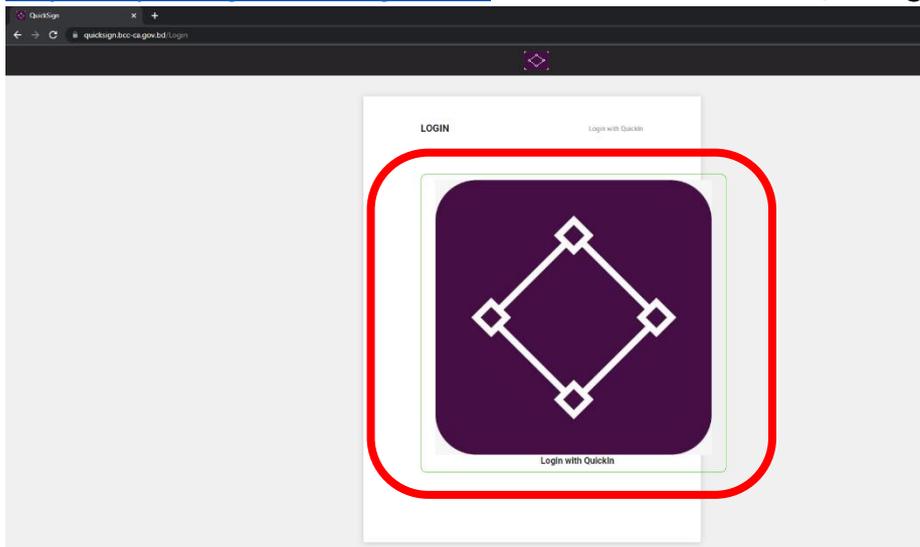
11. If everything is correct you will get the "Device Registered" message.

**** BCC CA E-Sign Manual (ESIGN MANUAL) ****

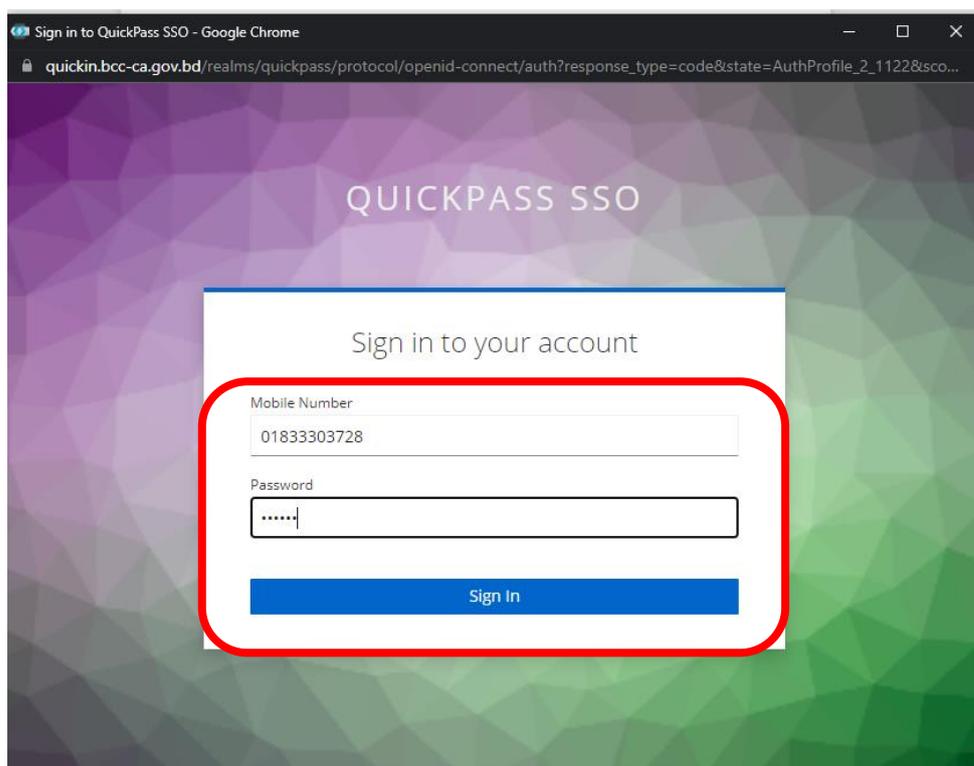
Prerequisite:

To complete the identity verification using BCC CA's identity verification method

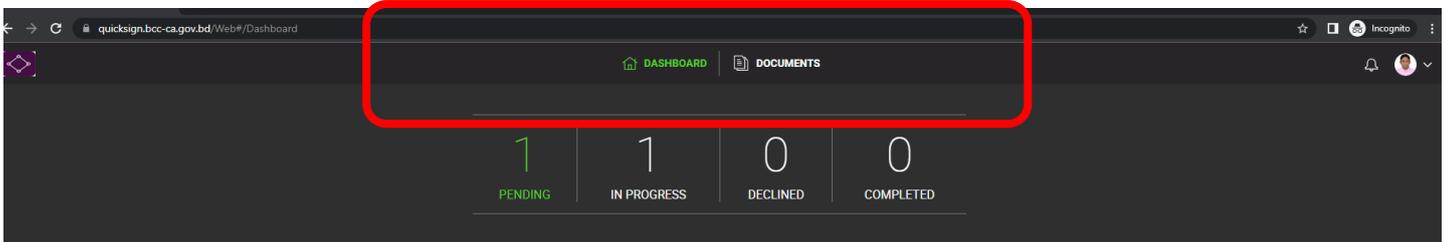
1. First from a computer or mobile browser go to this address <https://quicksign.bcc-ca.gov.bd/> You need to click on Quicksign's logo.



2. Type the mobile number and PIN used when verifying here. Click the "Sign In" button.



3. You will see your profile here.



NEW WORKFLOW

PERSONAL INFO



MIR MOHAMMAD NAHIDUL
HASAN
nahidulhasan@bcc.gov.bd

[Edit](#)

USERS

1 Active
0 Pending
0 Inactive

[View](#)

QUICK ACTIONS

- > Templates
- > Contacts
- > Delegate Settings
- > Notifications

TOP SIGNERS

2 MIR MOHAMMAD NAHL...
[More](#)

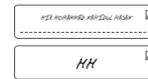
ENTERPRISE ACTIONS

- > Users
- > Templates
- > Integrations
- > Rebrand
- > Contacts

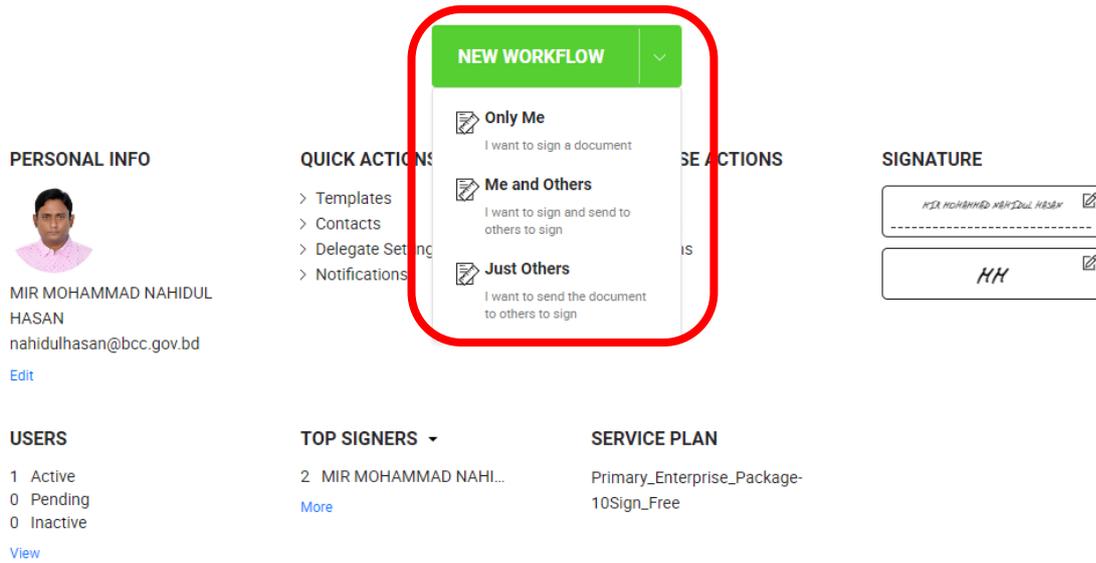
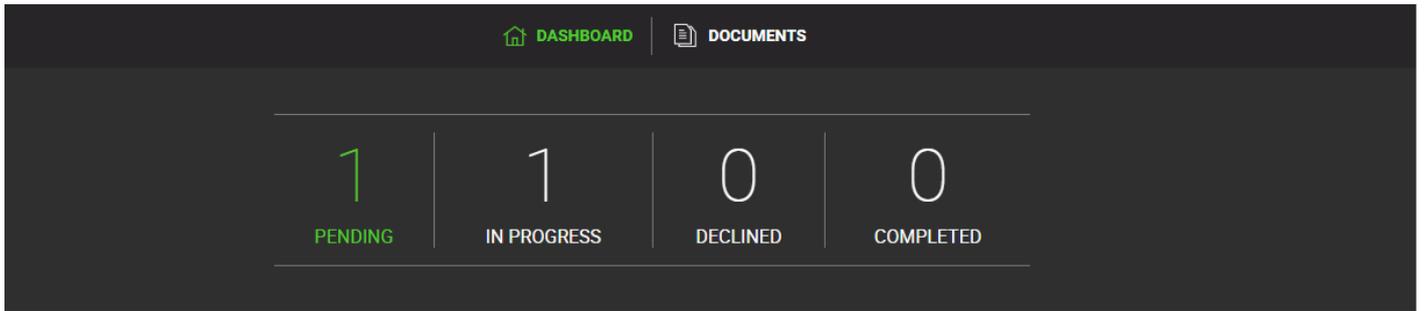
SERVICE PLAN

Primary_Enterprise_Package-
10Sign_Free

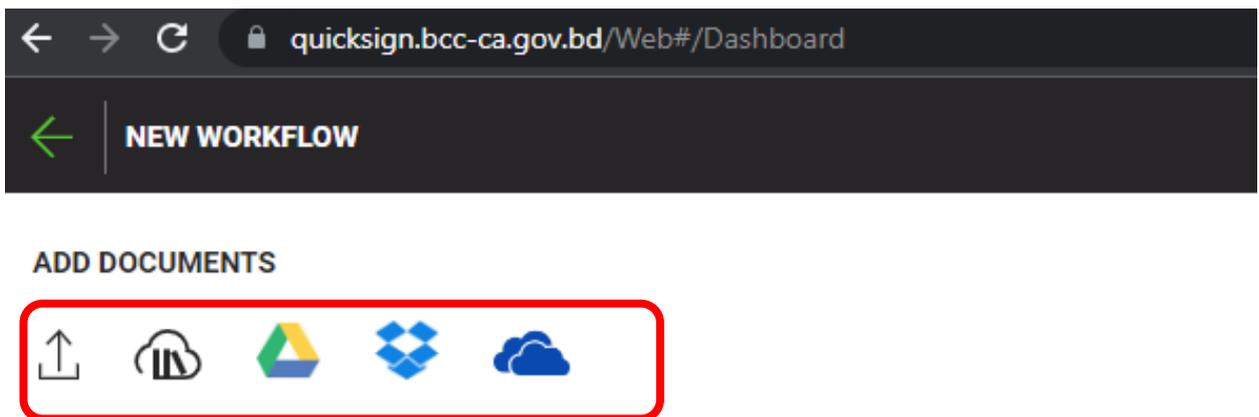
SIGNATURE



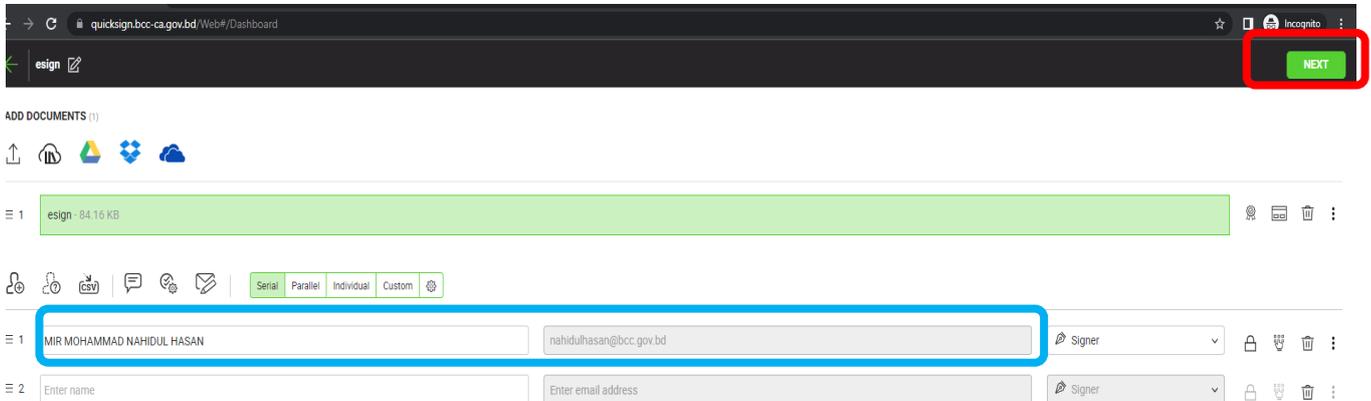
4. Click the "New Workflow" button first to sign the document.



5. You need to upload the document you want to sign.

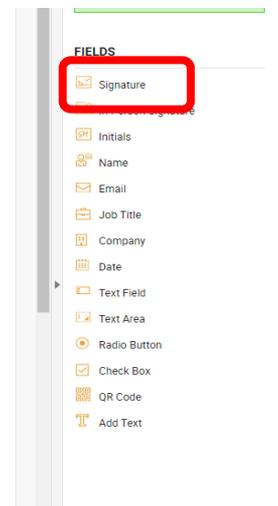


6. After signing, give the name and email address to the person you want to send and click on the "Next" button.

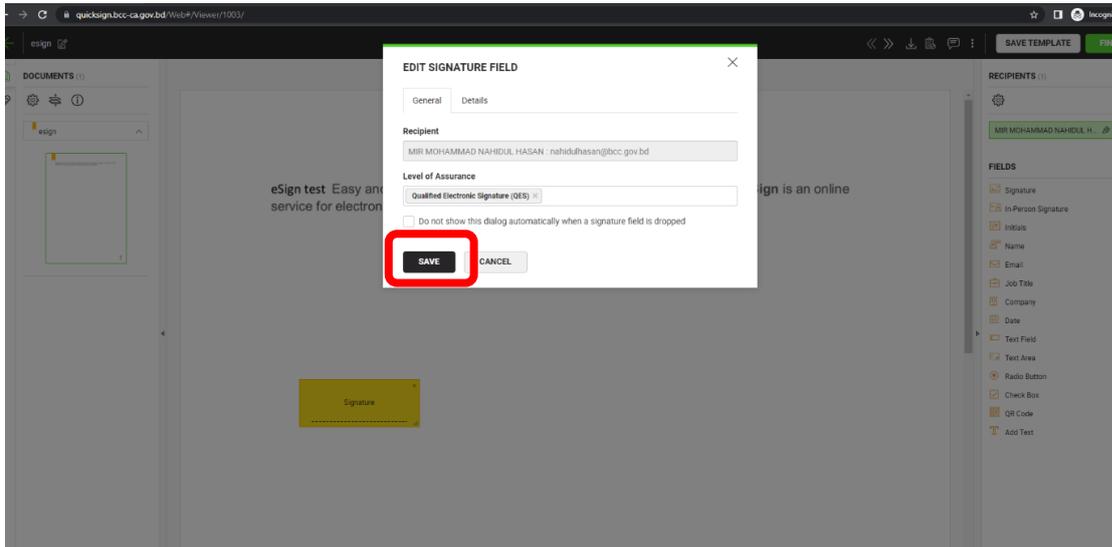


7. Click on the "Signature" button and put it on the place where you want to sign.

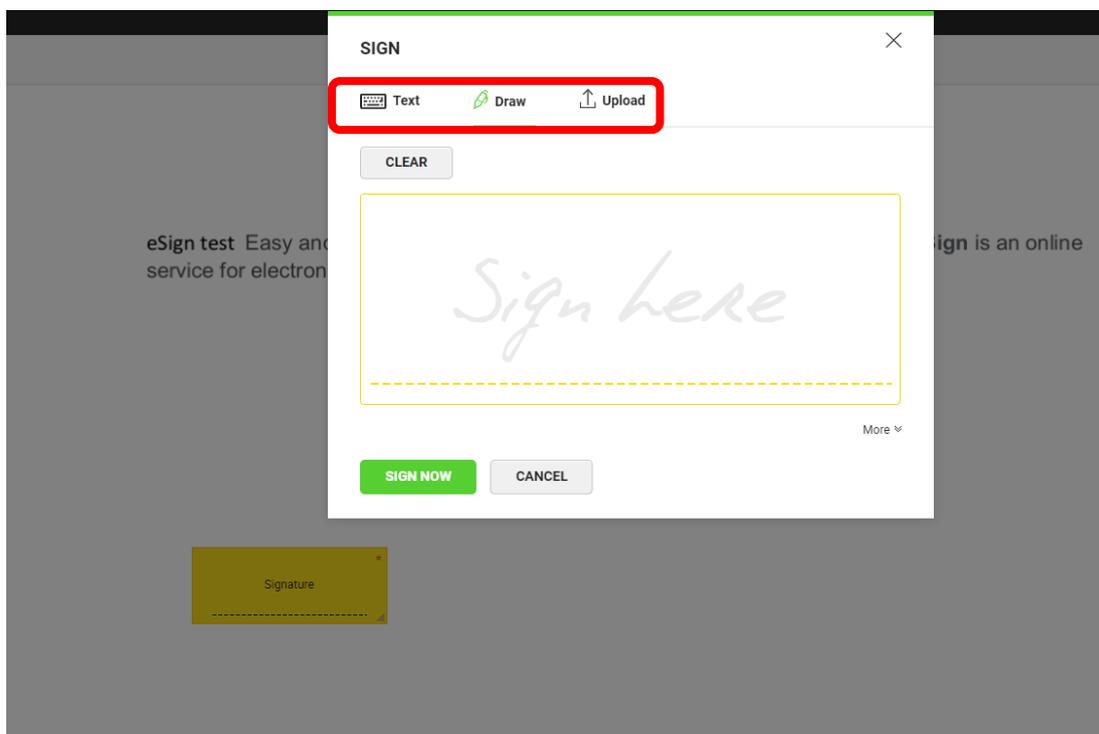
eSign test Easy and secure way to digitally sign information anywhere, anytime - eSign is an online service for electronic signatures without using physical cryptographic ..



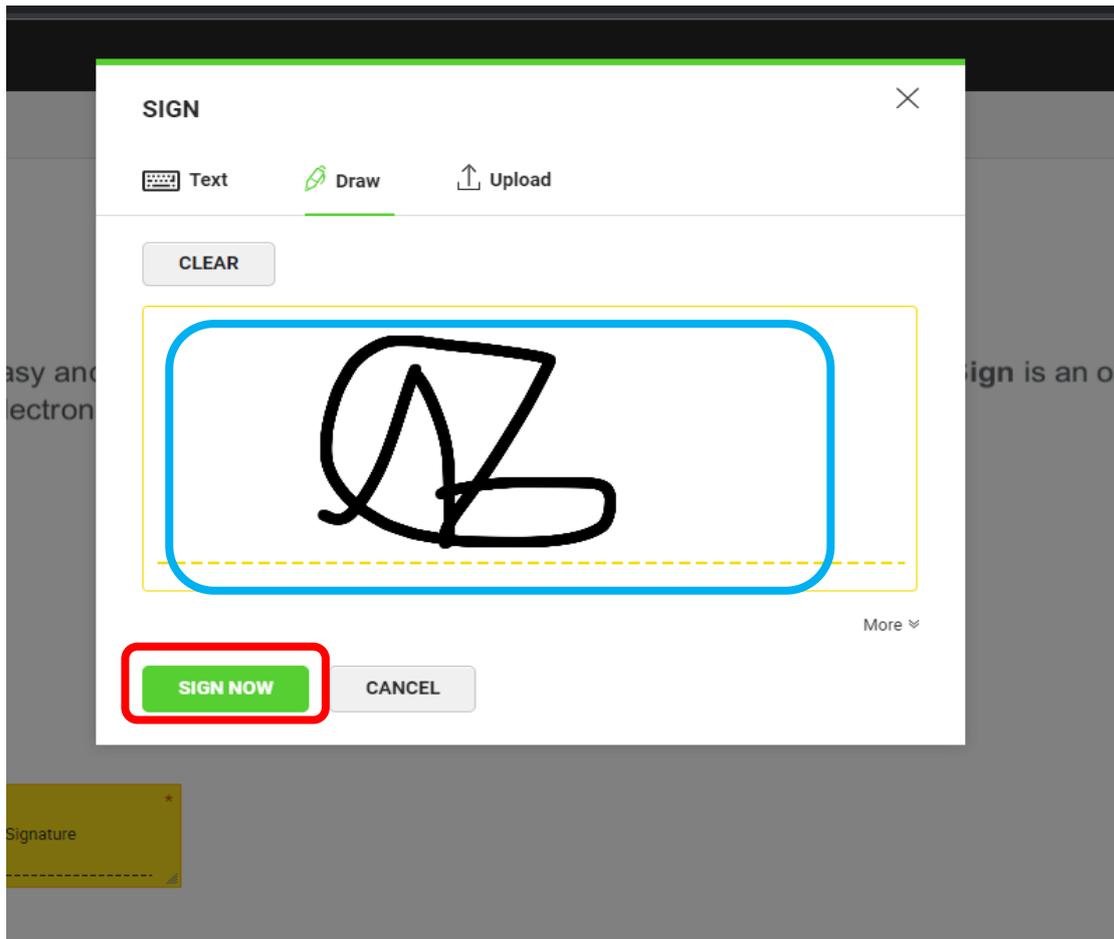
8. Then click on the "Save" button on the window that appears.



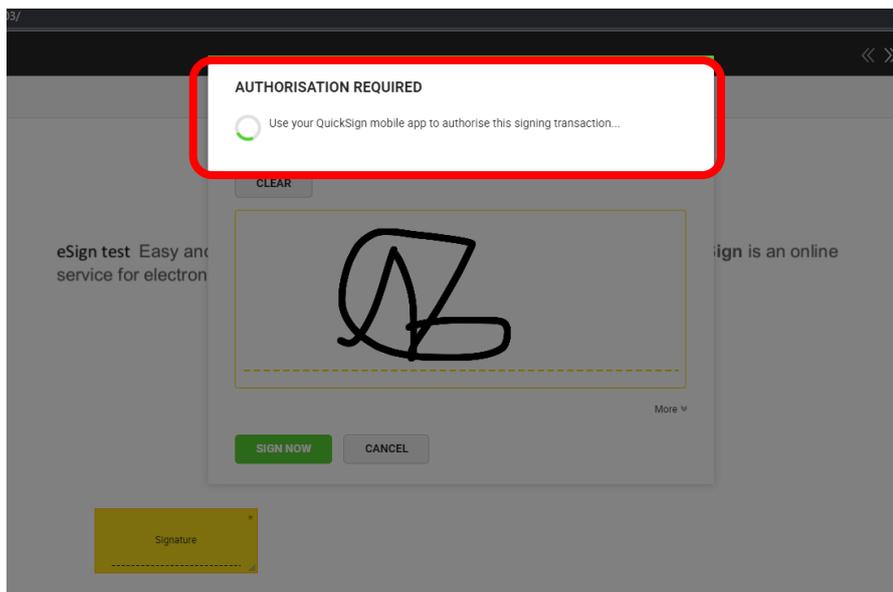
9. Clicking on the "Signature" box will bring a new window.



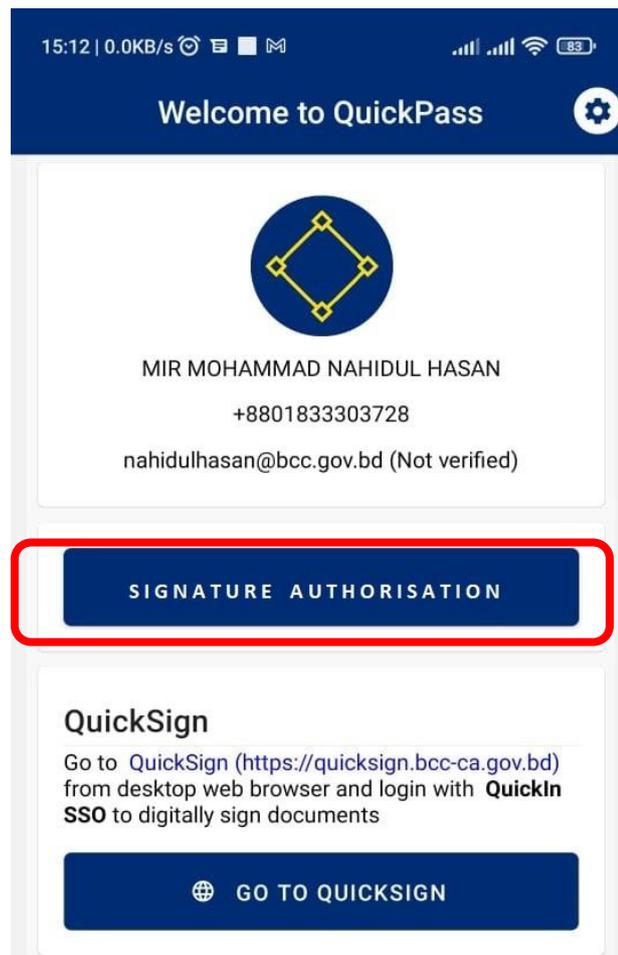
10. Here you can upload your handwritten signature or draw your handwritten signature. Then click the "Sign Now" button.



11. Click on the "Sign Now" button "Remote Authorization". You need to use your QuickPass app for remote authorization.

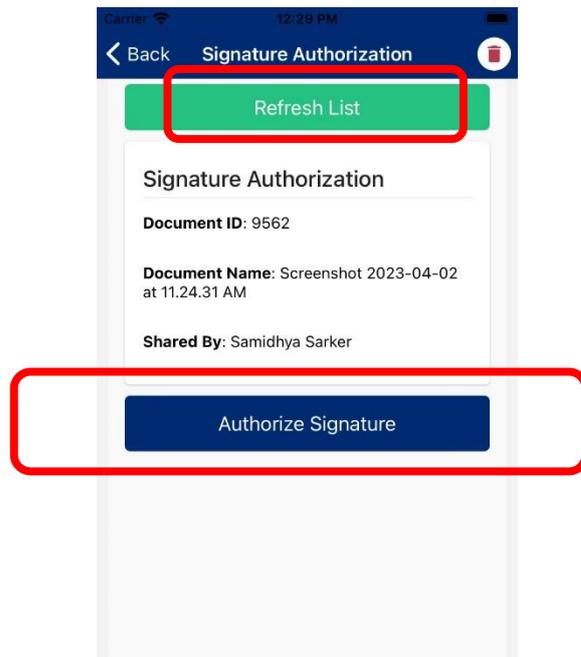


12. Click on "Signature Authorization".

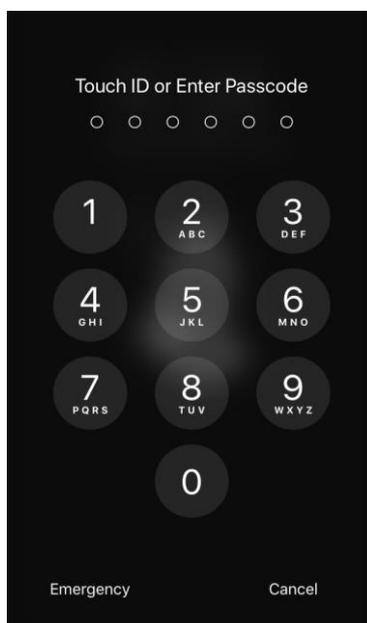


13. Clicking on "Remote Authorization" will bring a window like the picture below. Click Refresh list to get currently pending document. Here the

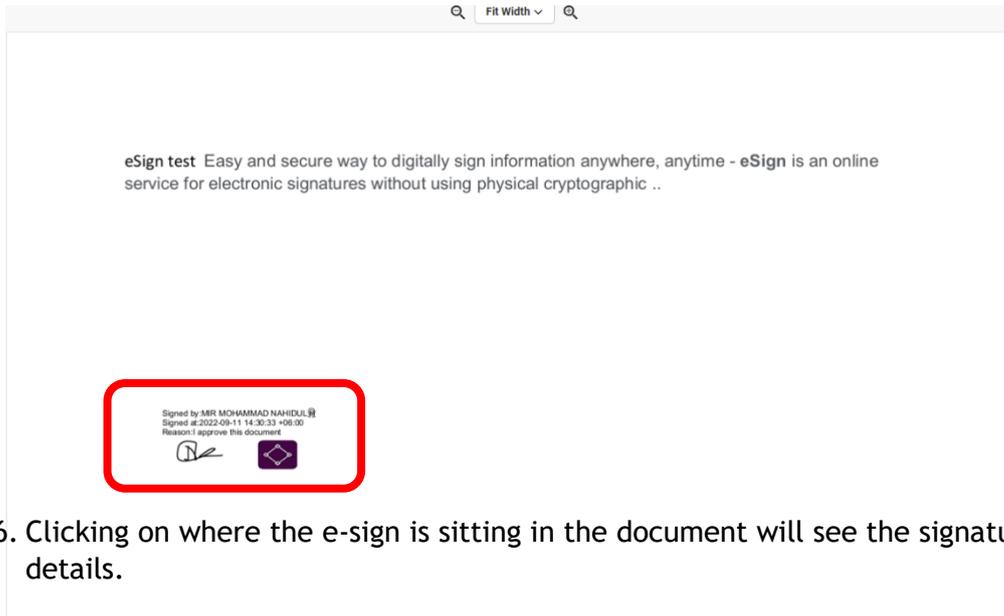
document you are signed will show the number. If the document number is correct, click on the "Authorize signature" button.



14. Authorization requires your fingerprint/passcode. Scan your fingerprint on your mobile fingerprint scanner / enter your passcode.



15. The document has been signed.



16. Clicking on where the e-sign is sitting in the document will see the signature details.

