Instructions for Registering Personal Identify Verification (PIV) Smartcard

1. Access the USAS URL: https://usastaffing.gov
2. Insert PIV Smartcard into card reader in your laptop or PC
3. Click on the Sign in with smart card
4. Ensure you are choosing the correct certificate and select OK.
a. You can check that you have the correct certificate by clicking on the "Certificate Information" button.

b. Click on the "Details Tab" and scroll down to view the "Key Details." If it says "Digital Signature (80)" you have the correct certificate.
5. Enter your PIN and select OK.

![Windows Security PIN Entry](image1)

6. Enter your email address and password

![USA Staffing Sign In](image2)

7. PIV is now registered and you can log into USAS with your PIV Smartcard.

8. If you forget your password, select Reset Password and an email will be sent to you for resetting.