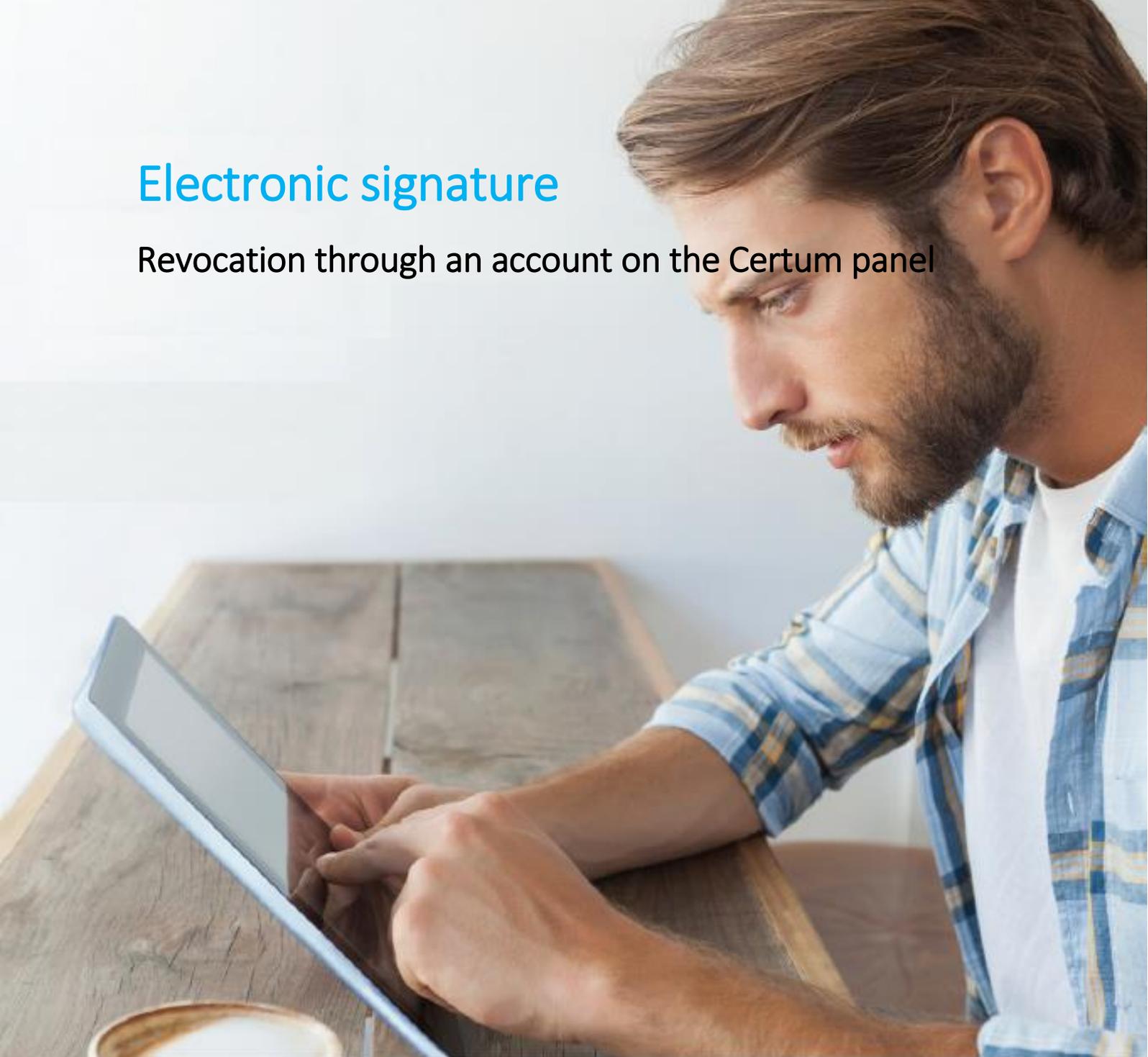


# Electronic signature

Revocation through an account on the Certum panel



[The process of revoking a qualified certificate - the Certum panel](#)

version 1.0

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## 1. What is revocation of a qualified certificate?

Revocation of a qualified certificate is equivalent to the loss of certificate validity and is **permanent (irreversible)**. It also results in the termination of the agreement concluded between the subscriber (the person for whom the certificate was issued) and Certum without reimbursement of the payment for the unused period.

**This instruction describes the process of qualified certificate revocation through the user account created on [panel.certum.pl](https://panel.certum.pl).**

**Tip:** A qualified certificate is needed to create an electronic signature – which is why you will also encounter the term 'certificate' in the next steps of this instruction.

## 2. Logging into account

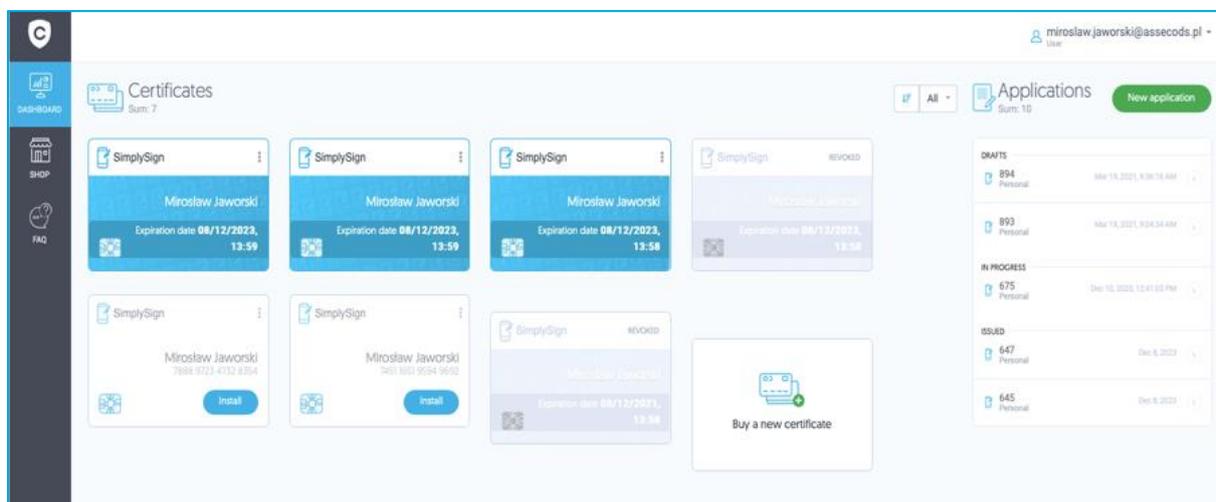
To log into your account, go to <https://panel.certum.pl/>, then enter the email address and password assigned to your account and click **Login**.



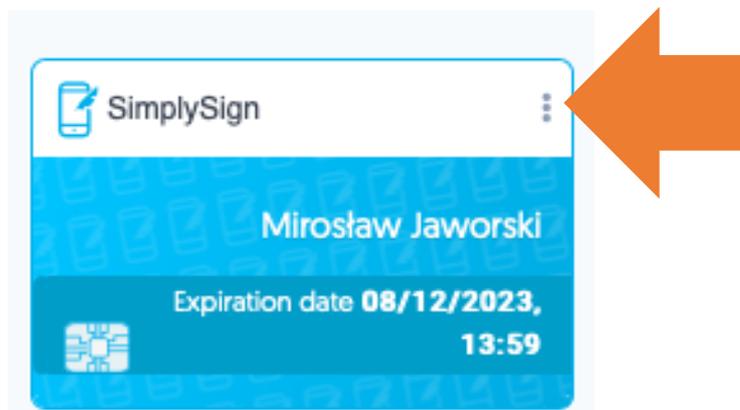
If you have forgotten your password, use the “Forgot Password” option below the Login button. An email with instructions on how to reset your password will be sent to your email address.

### 3. Steps of the revocation process

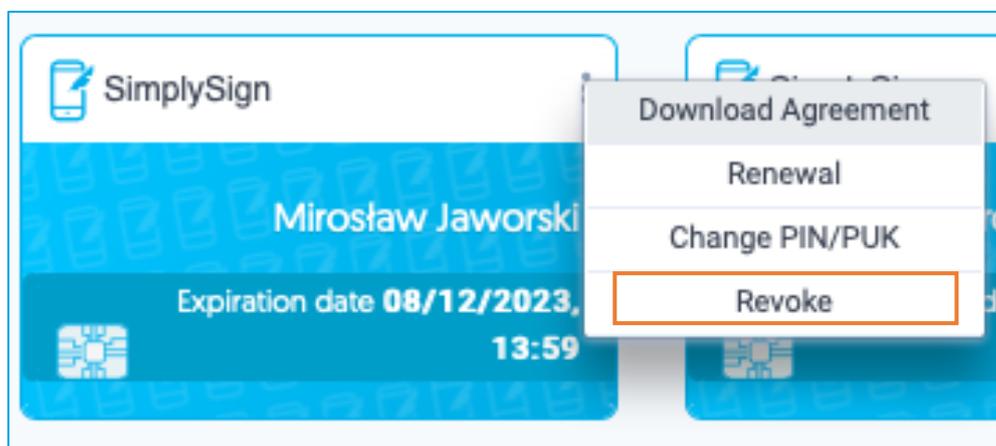
After logging in, your account will show a list of your certificates (**Dashboard** tab).



To view the revocation option, click on the 3 dots arranged vertically next to the selected certificate:

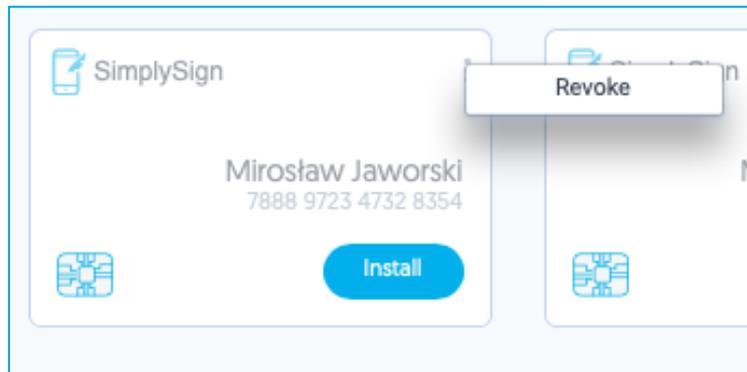


From the available options, select **Revoke**.

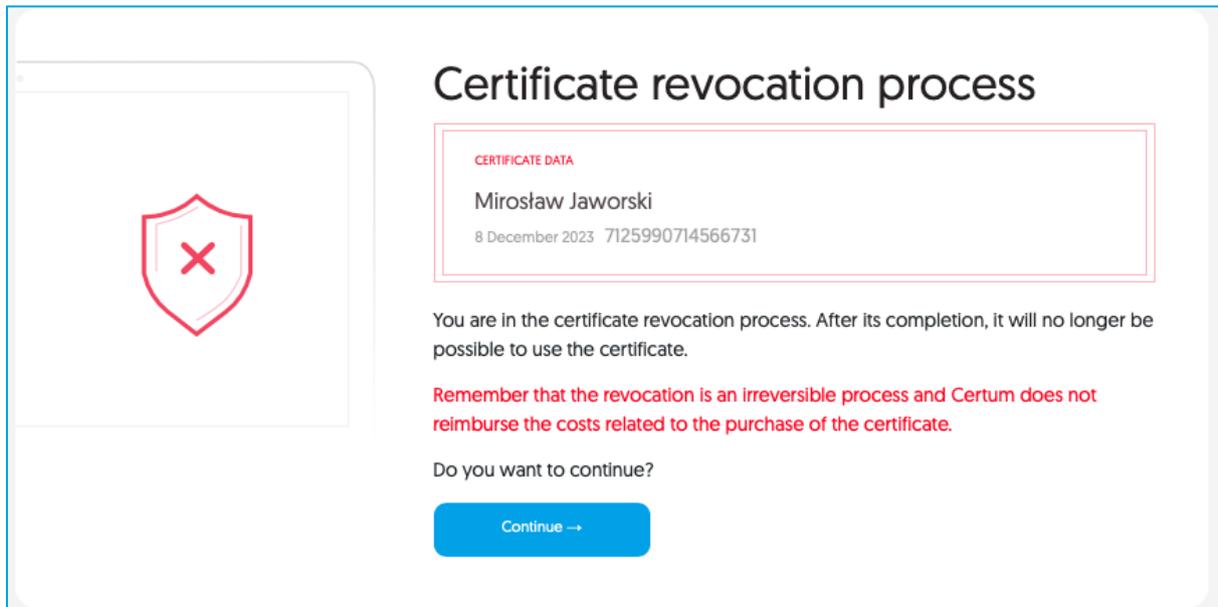


The revoke option is available for both certificates that are installed and those that has not been installed.

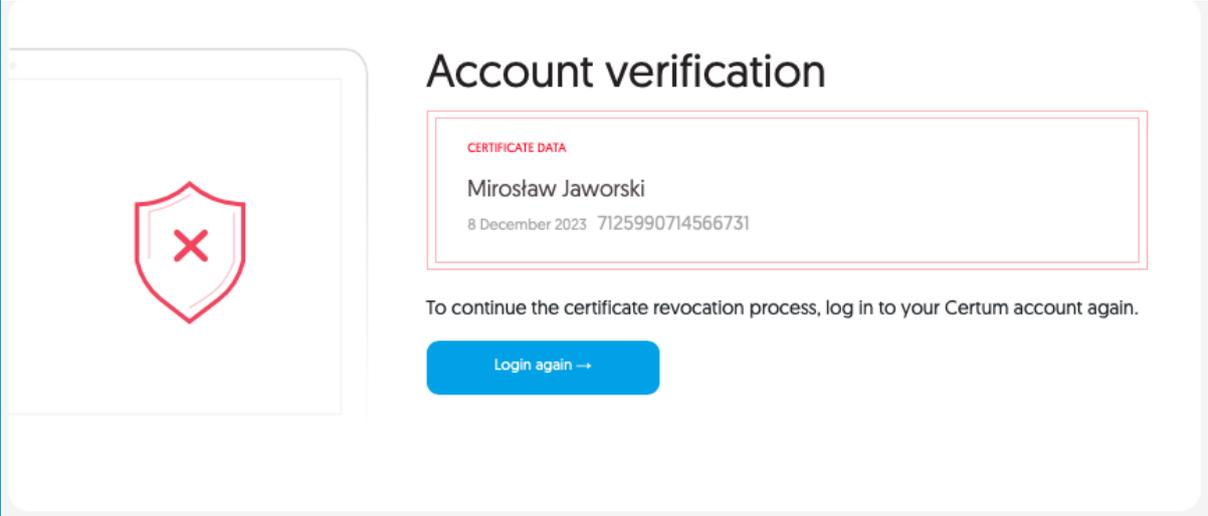
An example of a certificate that has not been installed:



When you select the Revoke option, you will be redirected to the revocation process. After reading the information shown on the screen, click the **Continue** button.



In the next step you will be asked to verify your access to the account on [panel.certum.pl](https://panel.certum.pl). To do this, relog by selecting **Login again** button.



The screenshot shows a web interface for account verification. On the left, there is a placeholder for a certificate card, represented by a shield icon with a red 'X' inside. To the right, the title 'Account verification' is displayed. Below the title, a red-bordered box contains the following information:

**CERTIFICATE DATA**  
Miroslaw Jaworski  
8 December 2023 7125990714566731

Below this box, a message reads: 'To continue the certificate revocation process, log in to your Certum account again.' At the bottom, there is a blue button labeled 'Login again →'.

Next, it will be necessary to indicate the reason for revoking the certificate, such as losing the certificate card.



The screenshot shows a web interface for selecting a reason for revocation. On the left, there is a placeholder for a certificate card, represented by a hand holding a pen over a document icon. A large orange arrow points from this icon towards the right. To the right, the title 'Reason for revocation' is displayed. Below the title, a red-bordered box contains the following information:

**CERTIFICATE DATA**  
Miroslaw Jaworski  
8 December 2023 7125990714566731

Below this box, the question 'For what reason do you want to revoke the certificate?' is followed by a list of radio button options:

- The information in my certificate is out of date
- I lost my card with a certificate
- I lost my legal capacity
- I suspect someone may have used my card
- I blocked the PIN and PUK to the card
- I want to resign from Certum services
- I want to revoke my certificate without giving any reason

At the bottom, there is a blue button labeled 'Next →'.

After selecting the reason, indicate the date of the event and click **Next**.

## Reason for revocation

**CERTIFICATE DATA**

Mirosław Jaworski  
8 December 2023 7125990714566731

**For what reason do you want to revoke the certificate?**

- The information in my certificate is out of date
- I lost my card with a certificate
- I lost my legal capacity
- I suspect someone may have used my card
- I blocked the PIN and PUK to the card
- I want to resign from Certum services
- I want to revoke my certificate without giving any reason

**Date of occurrence**

Please select 

[Next →](#)

In the next step, a screen with **Confirmation of revocation** will be displayed. If you select the option: **Yes, I want to revoke my certificate** you will be notified that the certificate has been submitted for revocation. Your certificate will be revoked automatically within one hour.

## Confirmation of revocation

**CERTIFICATE DATA**

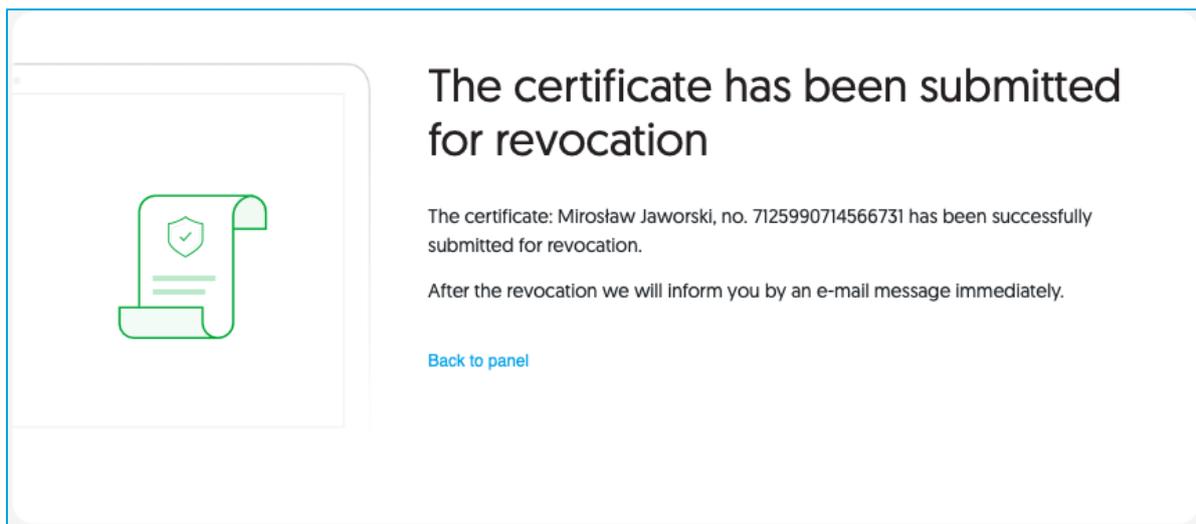
Mirosław Jaworski  
8 December 2023 7125990714566731

Remember that the revocation is an irreversible process and Certum does not reimburse the costs related to the purchase of the certificate.

**Are you sure you want to revoke the certificate?**

[Yes, I want to revoke my certificate](#) [Cancel the revocation process](#)

A screen confirming the submission of the certificate for revocation:



When you submit the certificate for revocation (even before the certificate is revoked), the **Revoke** option next to the certificate will be unavailable.

Upon revocation, you will receive an email notification and the certificate on your account (in the **Dashboard** tab) will be visible as **REVOKED** (UNIEWAŻNIONY).

