

CFIUS Case Management System

Create an ID.me Account March 2021



This document outlines the processes associated for credentialing and identity proofing as defined by NIST SP 800-63 v3, Digital Identity Guidelines to obtain ID.me credential. ID.me is a certified commercial identity provider offering Identity Assurance Level (IAL) 2 and Authentication Assurance Level (AAL) 2 credential.

- All Affiliate Partners who attempt to logon for the first time need to sign up with ID.me through the following three-step process:
 - Email Verification (Slides 5– 6)
 - Two Factor Authentication Verification (Slides 7 10)
 - Identity Verification (Slides 11 23)
 - Virtual Supervised Identity Verification (Slides 24 35)
- Process to logon to CFIUS (Slides 36 thru 39)
- NIST SP 800-63 v3
 - http://www.nist.gov/nstic/

Launch Website



Sign in

Launch <u>CFIUS Portal URL</u>

https://cfius.high.powerappsportals.us



U.S. Department of the Treasury

A Submissions - Contact Us

COMMITTEE ON FOREIGN INVESTMENT IN THE UNITED STATES (CFIUS) case management system

Instructions

Please note: Following a recent ID.me update, all current CFIUS Case Management System users are now required to provide a short "video selfie" to ID.me their first time logging in since the update. A video selfie is a selfie that captures a video over a few seconds instead of one static picture at a single moment in time. The video selfie helps confirm that a user is a real person and is actually present for verification, rather than a cybercriminal impersonating the user by showing a printed photo. The video selfie step typically takes less than a minute and will not add significant delays to verification. Users must use a smartphone or tablet to complete the video selfie and verify with ID.me. Please follow the prompts during the log in process; if you encounter any issues, please email ID.me or submit a ticket

To view notice and declaration forms prior to creating a filing, please see screenshots posted on the Department of Treasury website

ID.me Sign Up



Select Create an ID.me account

- Input your email address and create a password (twice)
- Check Box Accept the ID.me Terms of Service and Privacy Policy
- Select Create an ID.me account

D.me + 🛞 TREASURY	ID.me + 🛞 TREASURY
Sign in to ID.me	Create an ID.me account
Or create an ID.me account	Or sign in to your account
Email	Email
Enter your email	Enter your email
Password	Password
Enter your password	Enter your password
Sign in to ID.me	Confirm Password Confirm your password
Forgot password Or sign in with	Create an ID.me account
f Facebook G Google in LinkedIn	Or sign in with
View more options >	Facebook G Google in LinkedIn

Email Verification



- ID.me will send an email for verification to the email account you used to register
 - ID.me will send a confirmation email with 6digit code
 - Once you select **Confirm Your** in your email, ID.me will verify automatically
 - Select Continue

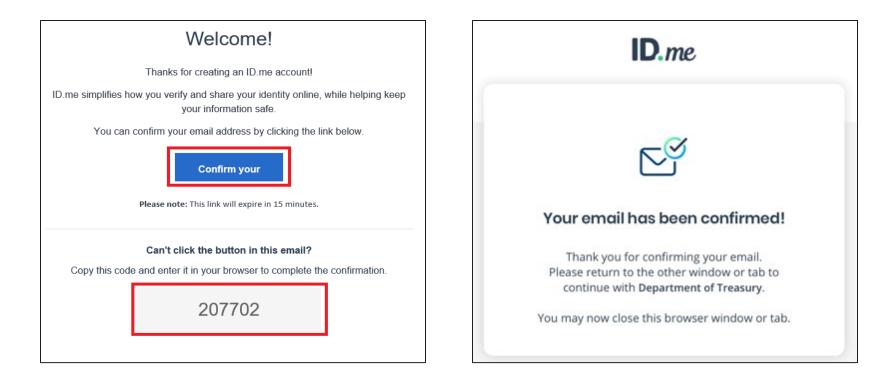
Note: Web browser session is suspended until you respond to the ID.me email conformation.

D.me + 🛞 TREASURY		
CONFIRM YOUR EMAIL ADDRESS		
We sent an email to thaobtle@gmail.com with the subject line "ID.me - Please Confirm Your Email."		
If you cannot find the email, please check your spam folder. It can take up to 10 minutes to receive the email.		
\sim		
After your email is confirmed, return to this page to continue.		
Didn't receive the email? Send it again		
Can't click on the button in your email?		
Enter the 6-digit code from the email below.		
Continue		

Email Verification



- Open the ID.me email and acknowledge the receipt
 - Below is a example of the email you will receive (left image) with conformation and 6 digit code
 - Select Confirm your button, you will see the conformation notice (right image)
 - You should return to your browser session



Two-Factor Authentication



- Select one of the options to setup twofactor authentication
 - Text Message or Phone Call (Preferred)
 - Selected
 - Push Notification
 - Code Generator Application
 - FIDO U2F Security Key
 - Mobile Yubikey

Note: This presentation captured screen shots for the first option: Text Message or phone Call.

	SECURE YOUR ACCOUNT
	 a a)
With	an extra layer of security to your account. two-factor authentication even if someone es your password, they won't be able to sign you. You only need to set up your device for two-factor authentication once.
Selec	t an option below to setup two-factor authentication
9	Text Message or Phone Call Get a 6-digit code sent to your phone by text message or phone call.
	Select
3	Push Notification Approve sign-ins via Push Notifications sent to the ID.me Authenticator mobile app. Belect
	Code Generator Application Generate verification codes via code generator apps like ID.me Authenticator to sign in.
	FIDO U2F Security Key
	Use a security key, a small device that connects to your computer's USB port.
	the latter of the second second
G.	Mobile YubiKey

Text Message or Phone Call



- Select Text message
 - Enter your phone number
 - Select text message
 - Select Continue

Note: Please use your real mobile phone number.

D.me + 🛞 TREASURY
SECURE YOUR ACCOUNT
1 2 3
Receive authentication code via phone
Be sure to use a phone number you have access to whenever you plan to sign in.
•
Choose how you want to receive the code
Text message
THE NUMBER PROVIDED WILL ONLY BE USED FOR ACCOUNT SECURITY. MESSAGE AND DATA RATES MAY APPLY.
Go back Continue

Text Message or Phone Call

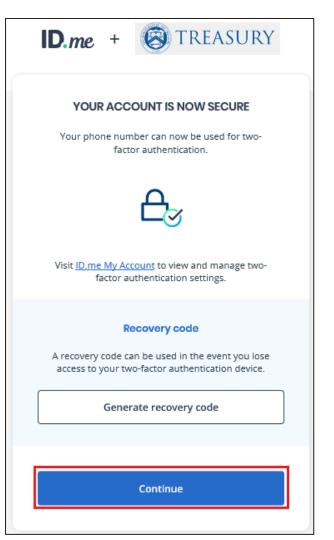


- ► Verify Phone Number
 - 6 digit verification code generated automatically
 - Select Continue

D.me + 🛞 TREASURY	
SECURE YOUR ACCOUNT	
13	
Confirm your phone number	
Please check your phone for the 6-digit code that we just sent to you at (571) 243-4703.	
Enter the 6-digit code	
882353	
Didn't receive the code? Send it again	
Go back Continue	



► Select Continue



Congratulations! You have enabled two factor authentication for your account. Next step is to verify your identity.

ID.me will send you an email notification that you enabled two-factor authentication.

ID.me

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You nave enapled multi-factor autnentication

Multi-factor authentication (MFA) is an additional login step which better protects your account.

Now whenever you sign in, you can authenticate using the following MFA option:

Text Message or Phone Call --- (***) ***-*776

If this wasn't you, contact us immediately at account.security@id.me.

Visit ID.me My Account to view and manage multi-factor authentication settings.

Identity Verification



- Choose a verification method
 - Upload photos of your license or state ID (Preferred)
 - Highlighted, Slides 13-22
 - Upload a photo of your passport
 - Upload a photo of your passport card
 - I don't live in the United States (International)
 - Highlighted, Slides 24-32

ID.n	ne + 🛞 TREASURY
	VERIFY YOUR IDENTITY
identit	e are several options for you to verify your y and this process only takes a few minutes. u'll only need to verify your identity once.
you	need your permission to use details from credit profile and other public sources to your identity. Don't worry, this won't affect your credit score.
	Choose a verification method
R	Upload photos of your license or state ID Upload photos of your driver's license or state ID, and enter your social security number.
	Upload a photo of your passport Upload a photo of your passport and enter your social security number. Start now
#]	Upload photos of your passport card Upload photos of your passport card and enter your social security number.
	Start now
	Ldon't live in the United States

Identity Verification



Read notice and consent to Biometric Data

- Please read the notice and content
 - What is the Significance, Withdraw or Revoke consent, biometric data, collected, usage and sharing, retention, storage and changes.



CONSENT FOR ID.ME TO COLLECT BIOMETRIC DATA

In the event of any discrepancy between a non-English version of these Terms of Service and the English version of these Terms of Service, the English version (available at <u>https://www.id.me/terms</u>) shall prevail in all respects.

BIOMETRIC DATA CONSENT AND POLICY

This Biometric Data Consent and Policy ("Biometric Consent") describes how ID.me ("ID.Me", "we", "us" or "our") collects and uses certain Biometric Data ("Biometric Data") in connection with the services provided by ID.me ("Services"). By accepting this Consent, you consent to the collection, use and disclosure of your Biometric Data as described below. You further acknowledge and agree that you have been provided with, and agree to be bound by the terms of, the ID.me Terms of Service and the ID.me <u>Privacy Policy</u> to the extent applicable to such Biometric Data.

1. WHAT IS THE SIGNIFICANCE OF THIS



Cancel



- ► Step 1: Take a photo with your phone
 - Take a picture with my device (Selected)
 - Upload a photo

ID.me + 🛞 TREASURY
VERIFY YOUR IDENTITY
Choose how to submit photos
In order to verify your identity, please make sure: 1) Your document is is up to date and valid 2) Your document is clear and readable 3) You take the photo on a well-lit flat surface
Take a photo with my device
YOUR MOBILE PHONE MUST HAVE A CAMERA AND A WEB BROWSER.
OR
Upload a photo



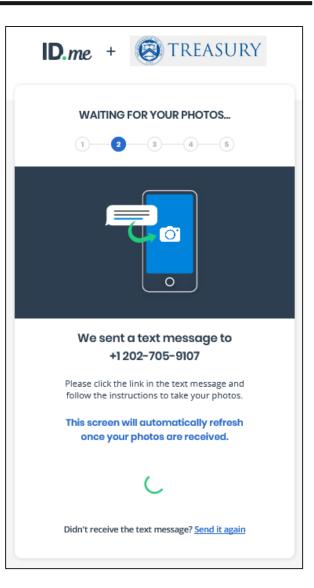
- ► Step 1: Take a photo with your phone
 - Enter your phone number
 - Select Continue

D.me + 🛞 TREASURY	
VERIFY YOUR IDENTITY	
1 2 3 4 5	
Take photos with your phone	
Enter your mobile phone number, and we'll text you a link to take photos of your document.	
Enter your mobile phone number	
(L)	
YOUR MOBILE PHONE MUST HAVE A CAMERA AND A WEB BROWSER.	
Back Continue	



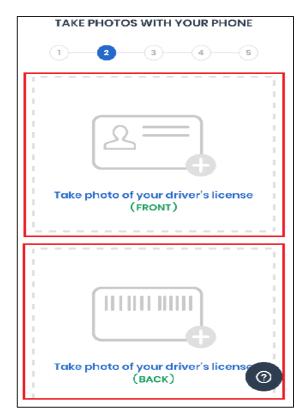
- ► Step 1: Take a photo with your phone
 - A text message will be sent to your phone

Note: You current Web browser session is suspended until you respond to the action required.





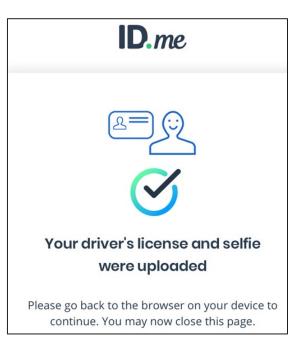
- ► Step 1: Take a photo with your phone
 - ID.me will send a text to your phone
 - Select on the link from your phone to:
 - Upload the front and back of your photo ID
 - Upload a selfie photo
 - Once photos are uploaded, ID.me will verify automatically



This message is from ID.me. Your identity is being used to login to U.S. Department of the Treasury to apply for government benefits or healthcare services. Do not click this link if you do not recognize this transaction. Please click the following link to upload a picture of your document. https:// verify.id.me/en/phone/ Nf8Ggy1h

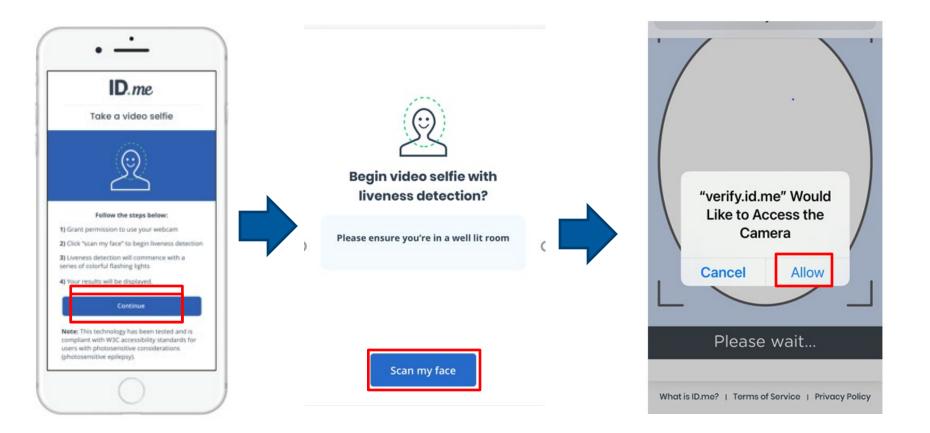


- Step 2: Take a video selfie with your phone
 - Once you completed the front and back license photos, a video selfie message is displayed on your phone.





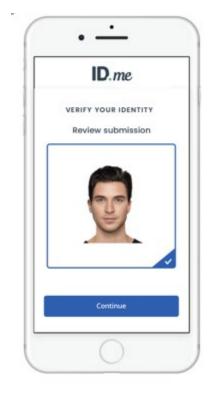
- Step 2: Take a video selfie with your phone
 - Ensure you are in a well-lit area
 - Allow "verify.id.me" to access your cell phone camera

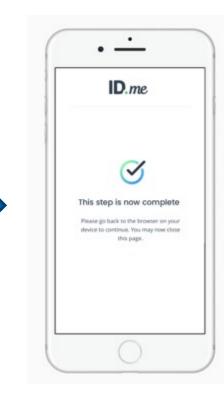




- ► Step 2: Take a video selfie with your phone
 - Follow the prompts to complete the video selfie process









You should receive a successful message on the phone and return to computer.



You've successfully completed your video selfie.



- ► Step 3: Enter Social Security number
 - Enter 9 digits
 - A text will be send to cell phone number
 - Select Continue

D.me + 🛞 TREASURY	
VERIFY YOUR IDENTITY	
1 2 3 6	
Enter your Social Security number	
The Social Security number is used as a unique identifier to confirm identity. This will not affect your credit score.	
Social Security Number *	
#########	
Back Continue	



- ► Step 4: Confirm information
 - Check box Accept the use of Fair Credit Reporting Act
 - Select Continue

 Step Final: User should be directed back to application or service.

Note: Please verify the information listed





► User will experience either of these two results:

1) User session is successfully redirected back to CFIUS for testing

U.S. Department of the Treasury		
Home > Profile		
Profile		
	Please provide some information about yourself. The First Name and Last Name you provide will be displayed alongside any comments, forum posts, or ideas you make on the site.	
	The Email Address and Phone number will not be displayed on the site.	
Profile	Your Organization and Title are optional. They will be displayed with your comments and forum posts.	
Submissions		

2) Redirect failure. (This is a known error. Follow slides 34 – 38 to logon to CFIUS)

// // // // // // // // // // // // // // // // //	✓ ▲ ♂ Search	₽ • ∰ ☆ @
		Department of the Treasury Development Enterprise ADFS
		An error occurred An error occurred. Contact your administrator for more information. Error details

Option 2: Virtual In-Person Proofing Session

•



ID.me could not verify your identity Select Verify Identify via Video Call Start Over (Optional) Select one of the options to setup two-factor authentication Text Message or Phone Call (Preferred) **》 Push Notification »** Code Generator Application » FIDO U2F Security Key **»** Mobile Yubikey **»**

D.me + 🛞 TREASURY	
We couldn't verify your identity Complete your identity verification through a virtual in-person video call with an ID.me Trusted Referee agent.	
Verify Identity via Video Call	
Unable to confirm phone number	
Error Code: E4306 - 69F099C5C9CD	
Start over	
Have more questions? visit ID.me Support.	

Option 2: How to start a Virtual In-Person Proofing Session

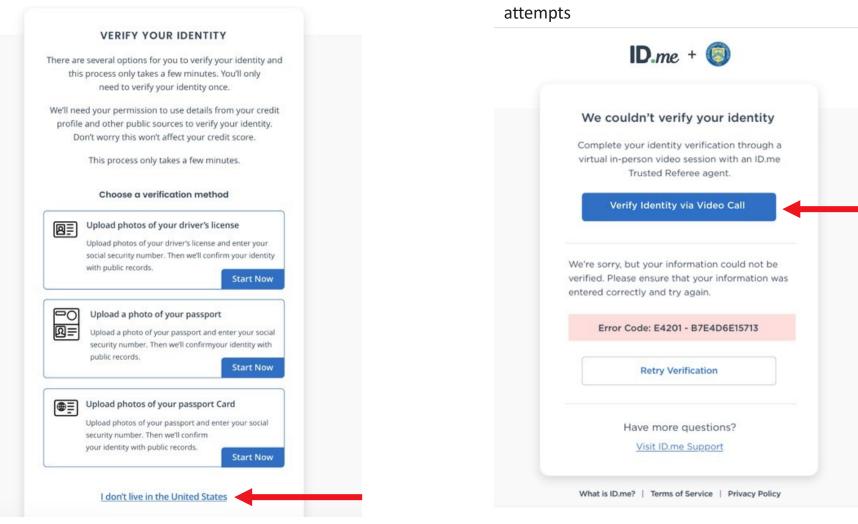


Option 2: User initiates Virtual In-Person

Identity Proofing after one unsuccessful

online (self-service) identity proofing

Option 1: User initiates Virtual In-Person Identity Proofing by selecting "I don't live in the United States"



Option 2: Virtual In-Person Identity Proofing Flow: Step 1



The user is given an overview of the 3 step identity verification process

When they are ready to proceed they select "Get Started"

	BOOK A FREE LIVE VIDEO IDENTITY VERIFICATION SESSION
	Complete your identity verification via a Trusted Referee in three easy steps
1)	Confirm your personal information
	Select and upload identification documents View list of eligible documents
3)	Attend the live video web session
(Get your identity verified in 15 minutes or less!
	ISTED REFEREES ARE TRAINED AND CERTIFIED TO INSPECT YOUR IDENTIFICATION DOCUMENTS AND VERIFY YOUR IDENTITY DURING YOUR ONLINE SESSION.
	Go Back Get Started



The user confirms that their personal information shown on the screen is accurate and selects "Continue"

MEET WITH A TRUSTED REFEREE TO VERIFY YOUR IDENTITY Confirm your personal information	
bill.davenp	ort+loa3@id.me
hone	
• (703) 9	953-2346
irst Name*	Middle Name
VERONICA	
ast Name*	
PERSINGER	2
uffix	Social Security*
ate of Birth*	
07/09/1942	
	Continue



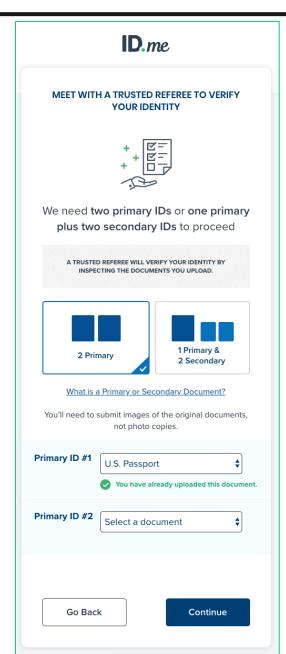
The user confirms that the address shown on the screen is their current or most recent address and selects "Continue"

ID.me		
MEET WITH A TRUSTED REFEREE TO VERIFY YOUR IDENTITY Confirm your personal address		
If your current or most recent address is different than what is shown below, please update it now.		
Country		
United States		
Current Home Address		
1202 Leesburg Pike		
City		
Falls Church		
State Zip Code		
Virginia 🗘 22043		
Go Back Continue		
What is ID.me? Terms of Service Privacy Policy		

Option 2: Virtual In-Person Identity Proofing Flow: Step 4



- The user is given the option to upload 2 Primary IDs or 1 Primary and 2 Secondary IDs as evidence
- In this example the user chose 2 Primary IDs and was prompted to select them via the dropdown menu at the bottom of the screen
- The user chose U.S. Passport and Driver's License, which we will see on the next screen





The user is given the option to either upload photos of their documents from their computer or take them directly with their mobile phone

MEET WITH A TRUSTED REFEREE TO VERIFY
YOUR IDENTITY
Chose how to securely submit photos
Quick tips
1) Verify that your documents are up-to-date
2) Take the photo in a well-lit area on a flat surface
You can submit photos from your current connection or we can send a text to your mobile phone so you can take photos with it.
O Take photos with phone
YOUR MOBILE PHONE MUST HAVE A CAMERA AND A WEB BROWSER.
OR
L Upload photos from your computer
Go Back

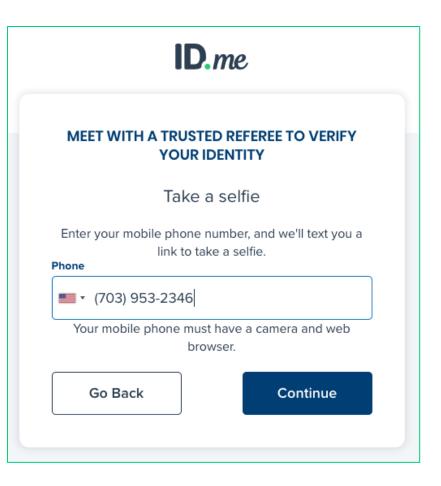


The user is taken through each step of the upload process based on the pieces of identity evidence they selected

ID.me		
MEET WITH A TRUSTED REFEREE TO VERIFY YOUR IDENTITY Required documentation		
Driver's License FRONT BACK		
U.S. Passport FRONT © We have a photo of the Front your U.S. Passport Change		
Go Back Continue		

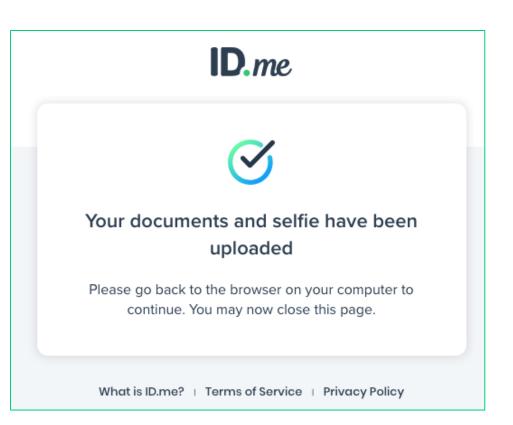


The user enters their mobile phone number where they will be texted a link to capture a photo of themselves (selfie capture)





Once the user captures and successfully uploads their selfie, they will receive a confirmation screen that prompts them to return to their original browser to resume the session



Option 2: Virtual In-Person Identity Proofing Flow: Step 9



The user reviews their personal information to ensure it is correct and then selects "continue"

ID.me		
MEET WITH A TRUSTED REFEREE TO VERIFY YOUR IDENTITY		
Confirm	your information	
We'll verify the information you've entered with details from your credit profile		
Full Legal Name	EDIT	
First Name	VERONICA	
Middle Name		
Last Name	PERSINGER	
Date of Birth	07/09/1942	
Current home add	ress EDIT	
Street	1202 Leesburg Pike	
City	Falls Church	
State	VA	
Zip Code	22043	
Country	US	
Phone	EDIT	
Mobile Number	+1 703-953-2346	
Documents and Se	elfie	
🕑 Driver's Lic	ense Reupload	
U.S. Passpo	ort Reupload	
Selfie	Retake	
Continue		



► User will experience either of these two results:

1) User session is successfully redirected back to CFIUS for testing

U.S. Department of the Tr	reasury Contact Us Th∉	
Home > Profile		
Profile		
	Please provide some information about yourself. The First Name and Last Name you provide will be displayed alongside any comments, forum posts, or ideas you make on the site.	
	The Email Address and Phone number will not be displayed on the site.	
Profile	Your Organization and Title are optional. They will be displayed with your comments and forum posts.	
Submissions		

2) Redirect failure. (This is a known error. Follow slides 34 – 38 to logon to CFIUS)

https://devadfs.treasury.gov/adfs/ls/	👻 🗎 🗘 Search	¢ ☆ ۵
		Department of the Treasury Development Enterprise ADFS
		An error occurred An error occurred. Contact your administrator for more information. Error details

Logon to CFIUS Portal



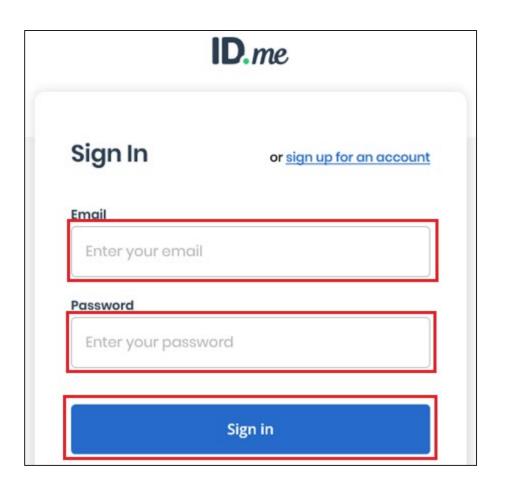
- Launch <u>CFIUS Portal URL</u>
 - https://cfius.high.powerappsportals.us
- ► Select Sign In

▲ Varbuission Contact Us Sign in Contact Us Sign in Contact Us Sign in Contact Us Sign in CONTACT CERUS
 CERUS COMMITTEE ON FOREIGN INVESTMENT IN THE UNITED STATES

Form Submission Instructions
Welcome to the Committee on Foreign Investment in the United States (CFIUS) Case Management System
CHUS will receive declarations and notices made pursuant to 31 C.F.R. § 800.401, 800.501, 802.401, or 802.501 through this system.
Circk here to register.

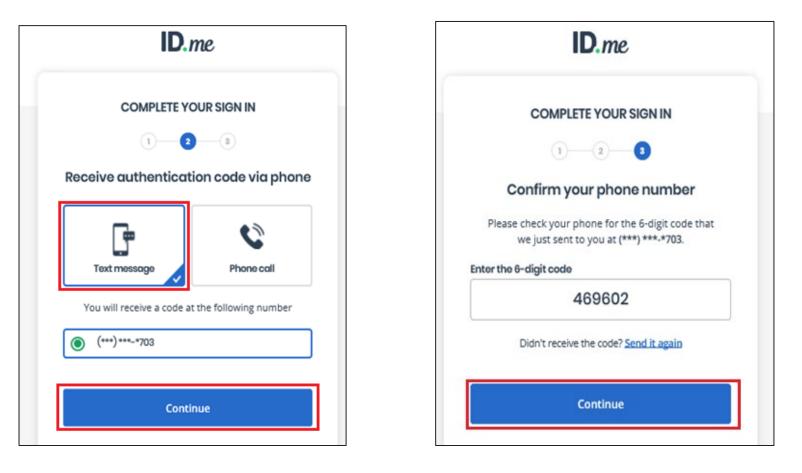


► Sign in with ID.me Account



Logon to CFIUS Portal

- ► Complete Logon
 - Receive authentication code via phone
 - Select Continue (left)
 - Select Continue (right)







U.S. Department of	f he Treasury $$ Submissions Contact Us The	
Home > Profile		
Profile		
	Please provide some information about yourself.	
	The First Name and Last Name you provide will be displayed alongside any comments, forum posts, or ideas you make on the site.	
	The Email Address and Phone number will not be displayed on the site.	
Profile	Your Organization and Title are optional. They will be displayed with your comments and forum posts.	
Submissions		

Note: Success logon (authentication) to CFIUS