



User manual of Code calculator OP Corporate Bank plc Latvia Branch

Dear customers,

by developing the offered service range and by caring for your data safety, OP Corporate Bank plc Latvia branch has implemented new authentication tool for NetBank – now you will be able to log in to NetBank and approve payments by using Code calculator.

To make this transition to Code calculators easier, we have prepared this User manual.

NetBank's address: <https://www.opbank.lv/netbank>

Code calculator

We offer our customers a tool made by one of the world's biggest authentication tool manufacturers - VASCO, model DP275.



Code calculator is assigned to each specific User.

Code calculator provides 2-level authentication:

- User's set 5 digit PIN code,
- Code calculator's generated access code or payment approval code.

As an additional safety factor, to identify the User in NetBank, the assigned User name is also required.

PIN code is a 5-digit personal code that is used to authorize the User and activate the Code calculator.

Access code and payment approval code are codes, generated by Code calculator for input in respective NetBank's field to access internet bank or approve a payment.

Bank issues Code calculator with set initial **PIN code 11111**. When first using the Code calculator, the User must change it to selected **5 digit PIN code**.

N.B.! For safety purposes personal PIN code should never be written down, disclosed and/or kept together with Code calculator.

If incorrect PIN code is entered, the User will get a message „FAIL” with a number of incorrect attempts. To try again, press „OK”.

If incorrect PIN code is entered 5 times in a row, the Code calculator is blocked. The User will be able to unblock it in the Bank by presenting the Code calculator and ID document.

Code calculator has two functionalities: access to NetBank, activated with button  and payment approval, activated with

button .

Buttons  and  are currently not in use.

Switching on the Code calculator

Code calculator is switched on by pushing respective (Login) button:

 to access NetBank

 to approve payment

If Code calculator is not being used for more than 30 seconds, it switches off automatically. If you wish to switch it off earlier, press button “OK”.

Changing the PIN code

PIN code must be changed by logging in for the first time.

PIN code must be changed, if there is a suspicion that anyone else might know the code.
N.B.! For safety purposes weak PIN code is not allowed (sequential combination of numbers, i.e., 12345 or similar).

Initial PIN code change:

Bank issues Code calculator with set initial **PIN code 11111**. When first using the calculator, the User must change it to selected **5 digit PIN code**.

Switch on Code calculator by keeping the button “1 (Login)” for ~2 seconds. Enter the initial PIN code 11111 and press “OK” – you will receive a message “New PIN 1”. Choose any 5-digit combination to set your new personal PIN code. Confirm the code by pressing “OK”. Code calculator will show a message “PIN CONF 2”. Enter your new personal PIN again and confirm by pressing “OK”. If PIN code changed successfully, you will receive a message “NEW PIN CONF”. If new PIN codes do not match, a message „FAIL NEW PIN CONF” will appear and the PIN code change process needs to be repeated.

Changing the existing PIN code:

Switch on the Code calculator by keeping the button “1 (Login)” for ~2 seconds. You will receive a message „PIN”, enter existing PIN code and press „OK”. You will receive an access code which currently you do not need. To change the PIN code, keep the “OK” pressed for ~2 seconds. When you see message “PIN”, enter existing PIN code again and press „OK”. After that you will read „NEW PIN 1” - enter your new 5-digit PIN code and press „OK”. Code calculator will show a message „PIN CONF 2” – repeat the new PIN code and press „OK”.

N.B.! For safety purposes PIN code should never be written down, disclosed and/or kept together with Code calculator!

If PIN code changed successfully, you will receive a message “NEW PIN CONF”. If new PIN codes do not match, a message „FAIL NEW PIN CONF” will appear and the PIN code change process needs to be repeated.

Logging in NetBank

Enter User name and switch on Code calculator, by pressing button 

Enter PIN code and press „OK” – Code calculator will generate 6-digit access code.
Enter access code in the respective NetBank field.

Username

Code from PIN-calculator

Login

N.B. please note that the generated access code is valid for ~30 seconds.

If any digit is entered incorrectly, you can delete it by pressing button . By keeping this button pressed, all digits will be deleted.

Payment approval in NetBank

If login session has ended, switch on Code calculator by pressing button 

Enter PIN code and press „OK”.

Confirm with PIN calculator

Select the "C-R " function on the PIN calculator and enter the code

97200595

Password from PIN calculator

Confirm
Cancel

Code calculator will request the 8-digit code that is shown in the NetBank. Input that code in Code calculator and press „OK”. Code calculator will generate a 6-digit payment approval code. Enter this code in the respective NetBank field and approve the payment.

N.B. please note that the generated access code is valid for ~30 seconds.

If any digit is entered incorrectly, you can delete it by pressing button . By keeping this button pressed, all digits will be deleted.

If login session has not ended, press 

Code calculator will request the 8-digit code that is shown in the NetBank. Input that code in Code calculator and press „OK”. Code calculator will generate a 6-digit payment approval code. Enter this code in the respective NetBank field and approve the payment.

N.B. please note that the generated access code is valid for ~30 seconds.