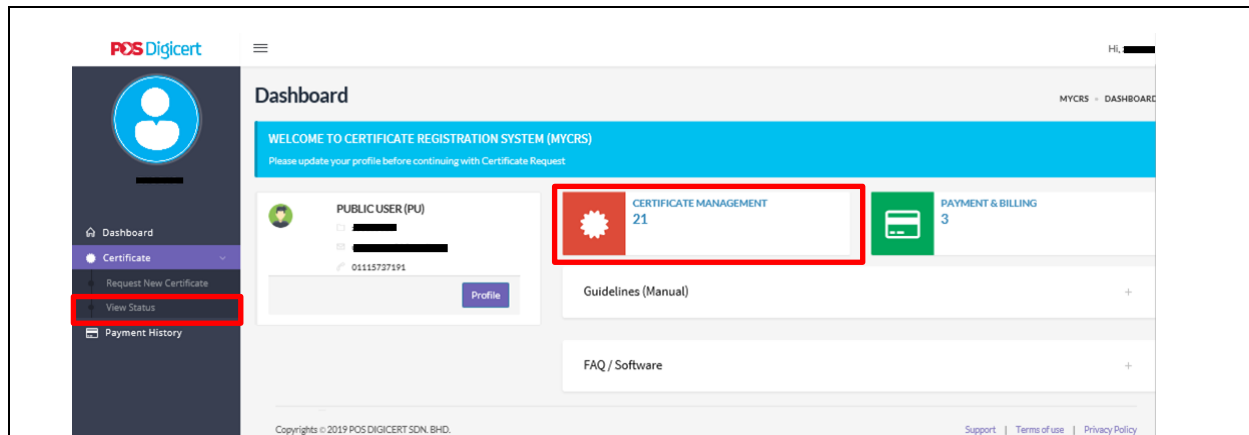
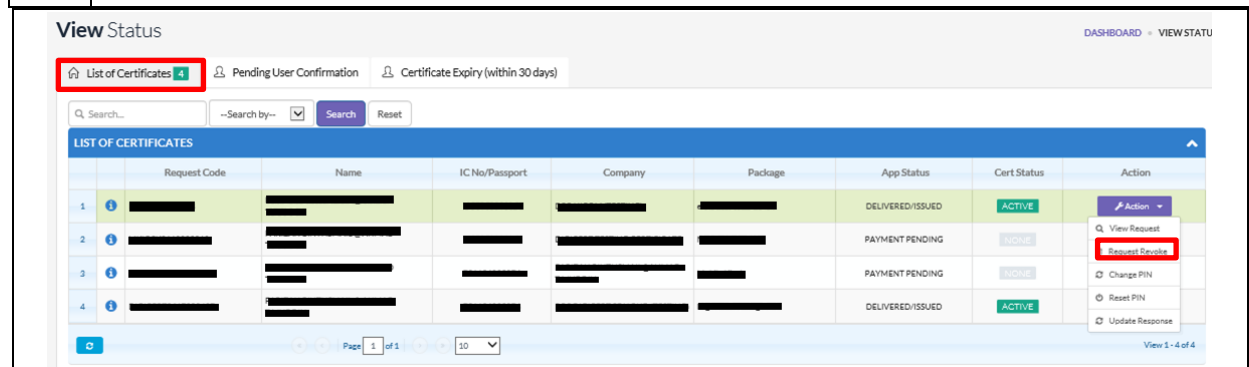


Request to Revoke a Certificate

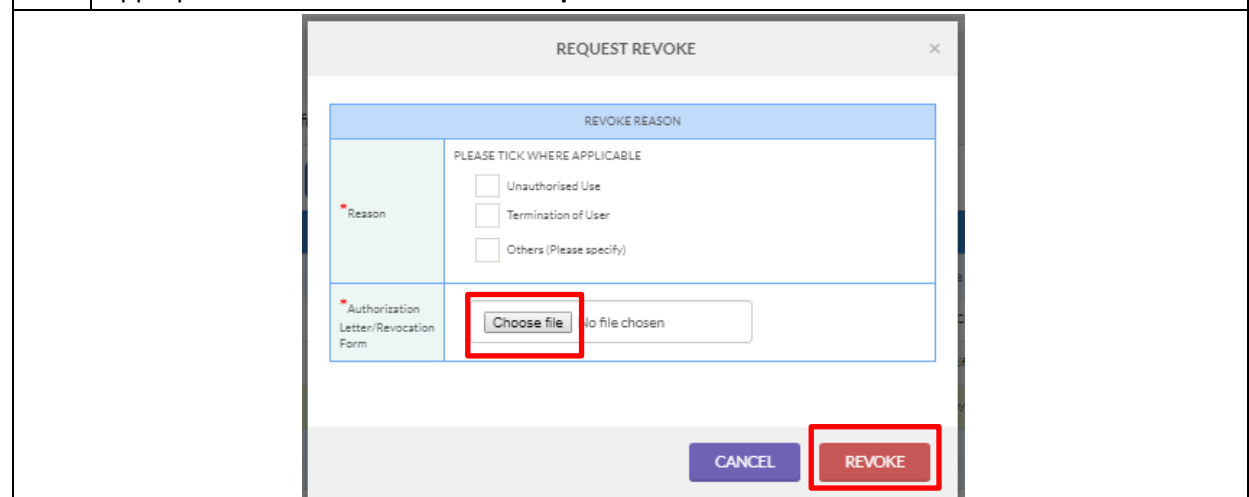
Please follow the steps below to request certificate revocation. Please login to MYCRS.



1. At **Dashboard** page, click on **CERTIFICATE MANAGEMENT** link or click on **Certificate** menu and select **View Status** sub menu.



2. At **View Status** page, under **List of Certificate** tab, click on **Action** dropdown list at the appropriate record row and select **Request Revoke** item.



3. MYCRS will display a revocation form. Please note to fill in the information accordingly. Click on **Choose File** button to upload Authorization letter in order to revoke your certificate. Then, click on **REVOKE** button. MYCRS will send "**MYCRS Certificate Request Revoke [Serial No: XXX]**" email notification to your registered email address in MYCRS. XXX refers to the certificate serial no.

Note: Only pdf, jpg or png accepted. File size must not exceed than 2MB.

View Status DASHBOARD - VIEW STATUS

[List of Certificates](#) 27 [Pending User Confirmation](#) 1 [Certificate Expiry \(within 30 days\)](#)

Search: Search by: Search

LIST OF CERTIFICATES									
	Request Code	Name	IC No/Passport	Company	Package	App Status	Cert Status	Action	
1	██████████	██████████	██████████	██████████	██████████	REVOKES APPROVED	REVOKED	Action	
2	██████████	██████████	██████████	██████████	██████████	DELIVERED/ISSUED	EXPIRED	Action	

***Note:**

Once Pos Digicert revoked the certificate, MYCRS will send “**MYCRS Certificate Revoke Approved [Serial No: XXX]**” email notification to your registered email address in MYCRS and the certificate status will be turned to **REVOKED**.