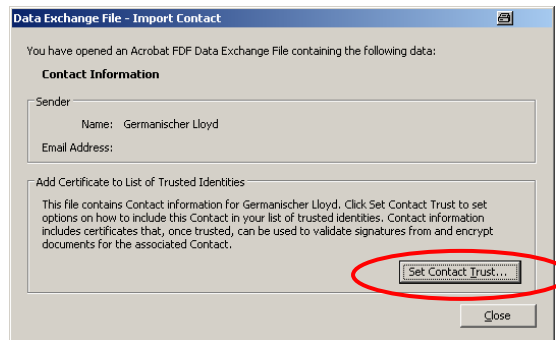


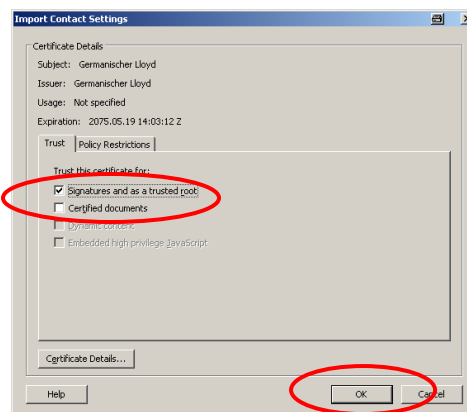
Installation guide for globe Signature Service



1. Please click on the link “Download and install the public key” on your globe welcome page.
- NOTE: Popup blocker must be deactivated for this action –
2. Then the import of the GL certificate (public key) into your Adobe Acrobat© starts automatically, showing the following window:

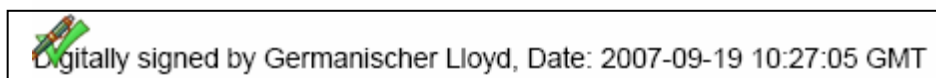


3. A click on the button “Set Contact Trust” opens the next step:



4. Please mark the checkbox “Signatures and as a trusted root”. To finish installation, confirm with OK.

The verification status will now always appear automatically on each document you receive from GL. Two different statuses are possible: A green check indicates a valid signature. This means the document has not suffered any changes or manipulations on its way between GL and your own system. A red cross indicates changes in the document after leaving GL.



Important to know: The globe digital signature is an optional service for you. This means if you choose NOT to make use of it just ignore the digital signature (then shown as question mark) and you won't have any impact.

If you have any questions concerning the procedure of digital signature and/or its installation, our signature contacts Dr. Melanie Gutmann (+49 40 36149 - 3339) and Mr. Stephan Kleinowski (+49 40 36149 - 3338) will be happy to help you.