**EPoS Required CAC/PIV Directions**


i. EPoS 101 – Fuel Handler  
ii. EPoS 102 – Secondary Sales

*NOTE: Additional Required Fields are Justification and DODAAC.

**STEPS 1 – 4:**

1. **CAC String (Steps 1-4):** Search for **Internet Options** in the bottom left search box in Windows. When found, open the app.

   ![](image1)

2. Click the **Content** tab and click the **Certificates** button.

   ![](image2)
3. Double click on one of your certificates (not an expired one and NOT your email certificate).

4. Please make a note of the **Issued to** value (example: LAST.FIRST.MI.123456789).

   ➢ Use noted **Issued to** value as the CAC String Required Field in AMPS Role Request. Click **Next** to finish Role Request and SAAR Creation.
5. **PIV String (Step 5.)** Only required if requesting EPoS 101 - Fuel Handler and EPoS 102 - Secondary Sales. Please follow the below step:

   a. Complete Steps 1-4 as above. This gets you to Step b. Details Tab.
   b. Click the Details tab and scroll down to **Subject Alternative Name**. Please make a note of the **Principal Name**. Proceed to step (c).

   ![Certificate Image]

   c. Use noted **Principal Name** value as the PIV String Required Field in AMPS Role Request. Click **Next** to finish Role Request and SAAR Creation.