

<General> Operation Manual

<General>

Flow of Identity Verification with Individual Number Card

01. Introduction (Flow of Identity Verification with Individual Number Card)

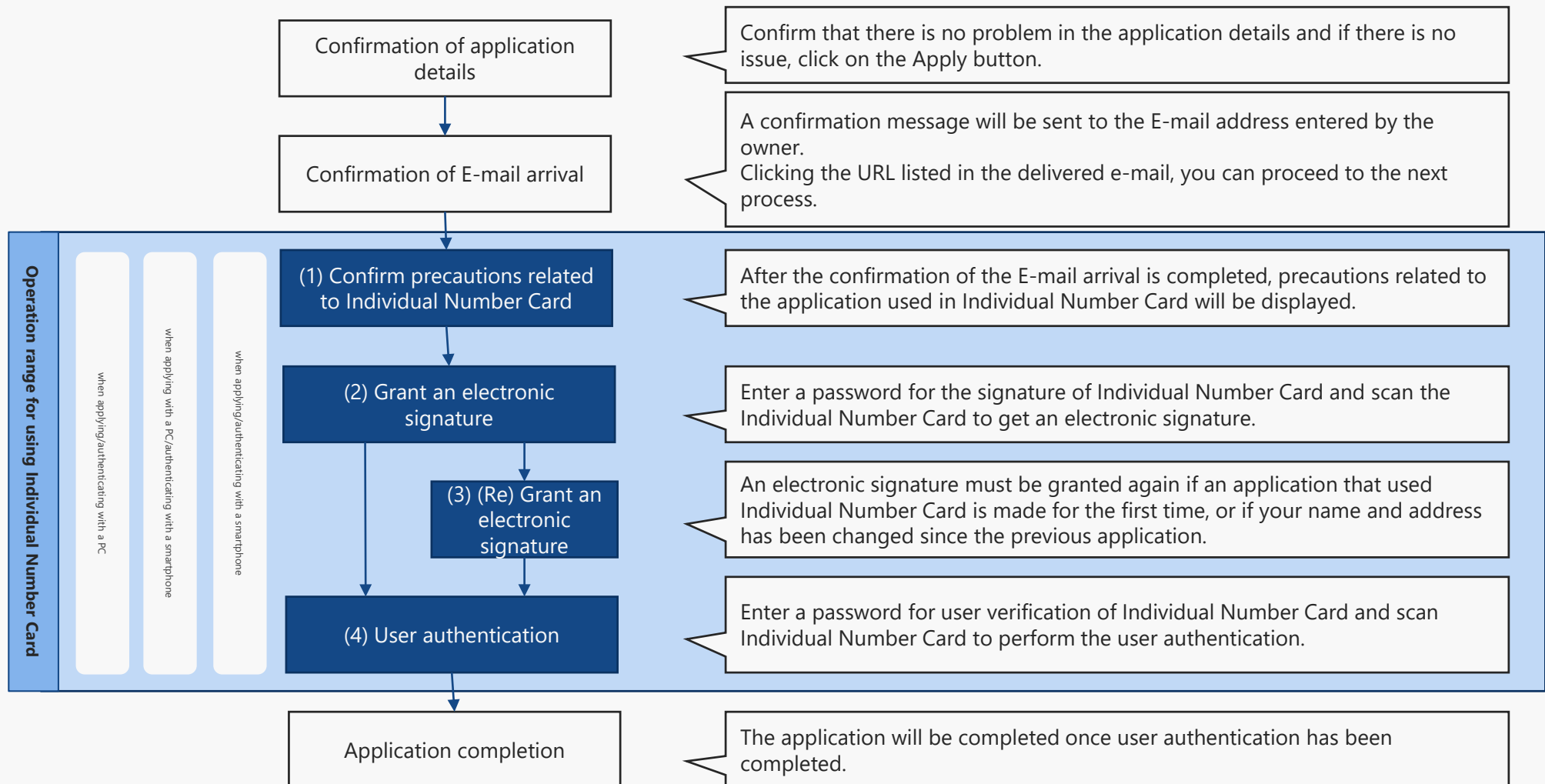
- This manual describes the procedure of "Flow of Identity Verification with Individual Number Card" in the Drone Information Platform System.
- Therefore, please refer to the manual when performing the necessary procedures.

02. Points to note when using the Drone Information Platform System

- If the operation of the Drone Information Platform System is interrupted (inactive state) for 60 minutes or longer, you will be required to restart the process. This security functions lowers the possibility of a third party viewing your screen and leaking your personal information while you are away from your computer or smartphone.
- If you are unsure of what information to enter in each form or how to enter it, hover your cursor over the  mark next to the name of the form item to see a description of the information to be entered in the form. (If you are using a smartphone, tap on it to display the description.)
- Do not press any browser buttons, such as "back" or "refresh", while using the system. Doing so may affect the normal functioning of the system.
- Do not attempt simultaneous login from multiple terminals; this may cause the system to malfunction.
- Please refer to the [website of the Ministry of Land, Infrastructure, Transport and Tourism](#) for detailed information regarding the unmanned Aircraft Registration System, the new system to achieve level 4, and other flight rules.

*Click on the link to open the external site.

Flow of identity verification with Individual Number Card (Overview)



Flow of Identity Verification with Individual Number Card - IC Card Reader Writer (when applying/authenticating with a PC)

Modal screen until application completion

Confirmation of E-mail arrival

Registration procedureMake an application.
Press the "OK" button, and then an e-mail for confirmation will be sent to the e-mail address of the owner.
When you confirm the e-mail, the application will be completed.

OK

Cancel

We are sending an email to the email address registered in the owner information.
Please check your email without leaving the screen. After confirming the email, the next screen will be displayed automatically.
If you close this screen, the data you have entered will be discarded and your application will be interrupted.

Once an e-mail for arrival confirmation is sent, click the URL listed in the e-mail.

→As the message of authentication completion will be displayed in a new tab, please close the tab after confirmation.

(1) Check for precautions

Flow of Identity Verification with Individual Number Card - IC Card Reader Writer (when applying/authenticating with a PC)

(2) Grant an electronic signature (First time)

STEP 01 Confirmation

STEP 02 Enter password/Electronic signature

STEP 03 Re-enter password/Electronic signature

STEP 04 Enter password/User authentication

Create an electronic signature.

OK

マイナポータルAPパスワード入力 (電子署名付与)

マイナンバーカードの署名用電子証明書パスワード (6～16桁の英数字) を入力してください。

●●●●●●

☐ パスワードを表示する

OK キャンセル

Enter a password for signature (6 to 16 characters).

(3) Grant an electronic signature (Second time/only when the basic four pieces of information are different)

STEP 01 Confirmation

STEP 02 Enter password/Electronic signature

STEP 03 Re-enter password/Electronic signature

STEP 04 Enter password/User authentication

To use the Individual Number Card as the ID for registration of the UA, the name, address, and birth date in the four pieces of the basic information shown on the Individual Number Card should match the account information of DIPS-REG and the entered owner information.

The data will be replaced with the information registered to the Individual Number Card, so press the "OK" button and enter the "security code of the digital certificate for signature (six to sixteen digits)" again.

Then, enter the "security code of the electric certificate for user certification (four digits)."

Note that in DIPS-REG, the sex information is not required, but it is also saved as account information as it is necessary for identity verification with the Individual Number Card.

*Note that the effective time of the entry of the "security code of the electric certificate for user certification (four digits)" is five minutes.
*It is necessary to recreate application data. The processing may take time.

OK

Do not close the screen until the application is completed.
If you close the screen, the entered data will be discarded.

The preparation of the application data is completed.
Enter the password again.

マイナポータルAPパスワード入力 (電子署名付与)

マイナンバーカードの署名用電子証明書パスワード (6～16桁の英数字) を入力してください。

●●●●●●

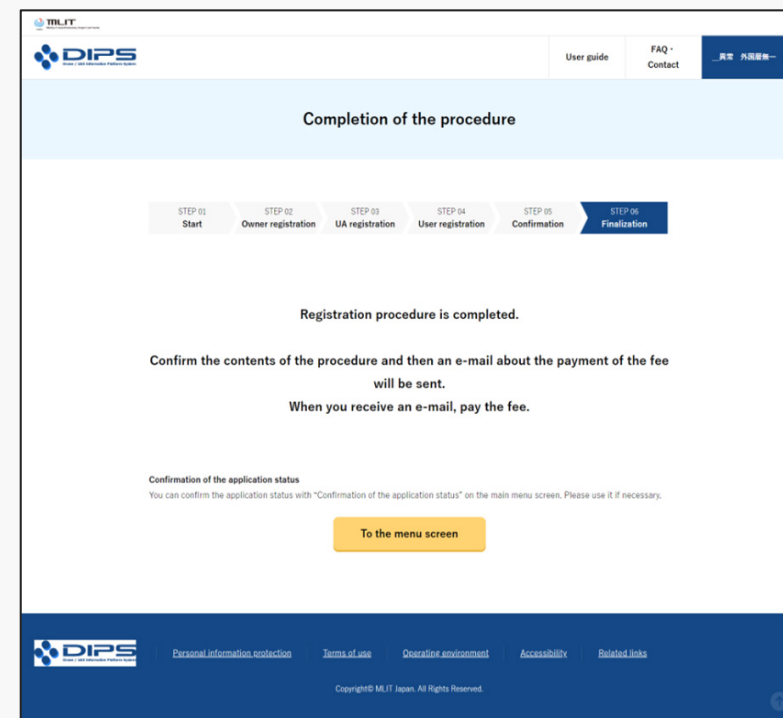
☐ パスワードを表示する

OK キャンセル

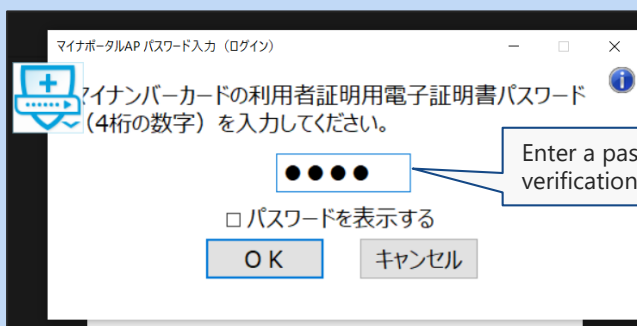
Enter a password for signature (6 to 16 characters).

Flow of Identity Verification with Individual Number Card - IC Card Reader Writer (when applying/authenticating with a PC)

(4) User authentication



The screenshot shows the DIPS web interface. The top navigation bar includes the MLIT logo, "DIPS", and links for "User guide", "FAQ - Contact", and a language selector. The main content area is titled "Completion of the procedure". It shows a progress bar with steps: STEP 01 Start, STEP 02 Owner registration, STEP 03 UA registration, STEP 04 User registration, STEP 05 Confirmation, and STEP 06 Finalization. Below the progress bar, it states "Registration procedure is completed." and "Confirm the contents of the procedure and then an e-mail about the payment of the fee will be sent. When you receive an e-mail, pay the fee." There is a section for "Confirmation of the application status" with a note: "You can confirm the application status with 'Confirmation of the application status' on the main menu screen. Please use it if necessary." At the bottom, there is a yellow button labeled "To the menu screen". The footer includes the DIPS logo, links for "Personal information protection", "Terms of use", "Operating environment", "Accessibility", and "Related links", and a copyright notice: "Copyright© MLIT Japan. All Rights Reserved."



The screenshot shows a PC window titled "マイナポータルAP パスワード入力 (ログイン)". It contains a message: "マイナンバーカードの利用者証明用電子証明書パスワード (4桁の数字) を入力してください。" (Enter the 4-digit numeric password for the user certificate used for My Number Card). There is a password input field with four dots. Below it is a checkbox labeled "パスワードを表示する" (Show password) and two buttons: "OK" and "キャンセル" (Cancel).

Enter a password for user verification (4 characters).

Flow of Identity Verification with Individual Number Card - QR code (when applying with a PC and authenticating with a smartphone)

Screen until application completion

Confirmation of E-mail arrival

Registration procedure Make an application.
Press the "OK" button, and then an e-mail for confirmation will be sent to the e-mail address of the owner.
When you confirm the e-mail, the application will be completed.

OK

Cancel

We are sending an email to the email address registered in the owner information.
Please check your email without leaving the screen. After confirming the email, the next screen will be displayed automatically.
If you close this screen, the data you have entered will be discarded and your application will be interrupted.

Once an e-mail for arrival confirmation is sent, click the URL listed in the e-mail.

→As the message of authentication completion will be displayed in a new tab, please close the tab after confirmation.

(1) Check for precautions

STEP 01 Confirmation

STEP 02 Enter password (Electronic signature)

STEP 03 Re-enter password (Electronic signature)

STEP 04 Enter password (User authentication)

Enter the "security code of the digital certificate for signature (six to sixteen digits)" and the "security code of the electric certificate for user certification (four digits)" using Mynportal AP for authentication between the contents entered as the owner information and the information of the Individual Number Card.

So, prepare the Individual Number Card on hand, press the "OK" button, and read the Individual Number Card using IC card reader.

For authentication with the Individual Number Card, the name, address, and birth date in the account information of DIPS-REG and the entered owner information have to be replaced with those in the four pieces of basic information registered in the Individual Number Card.

Note that when you enter the "security code of the digital certificate for signature (six to sixteen digits)" and then the "security code of the electric certificate for user certification (six to sixteen digits)," the processing will be executed automatically.

Note that in "DIPS-REG", the sex information is not required, but it is also saved as account information as it is necessary for identity verification with the Individual Number Card.

*Note that if the Individual Number Card is past the "expiration date of the electronic certificate," you cannot make an application.

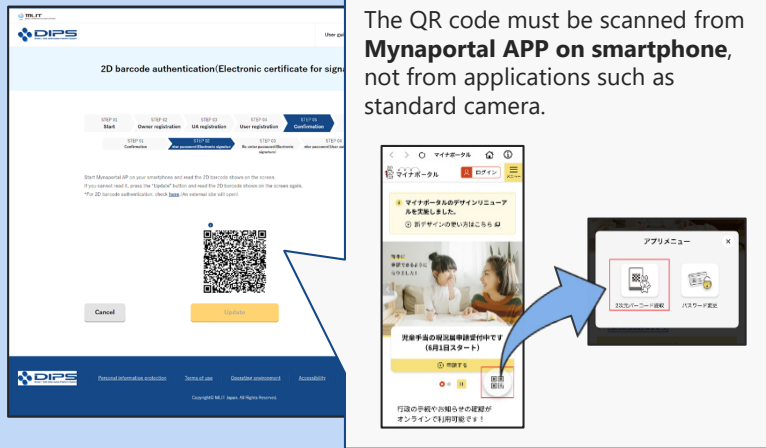
*Note that the effective time of the entry of the "security code of the electric certificate for user certification (four digits)" is five minutes.

OK

Flow of Identity Verification with Individual Number Card - QR code (when applying with a PC and authenticating with a smartphone)

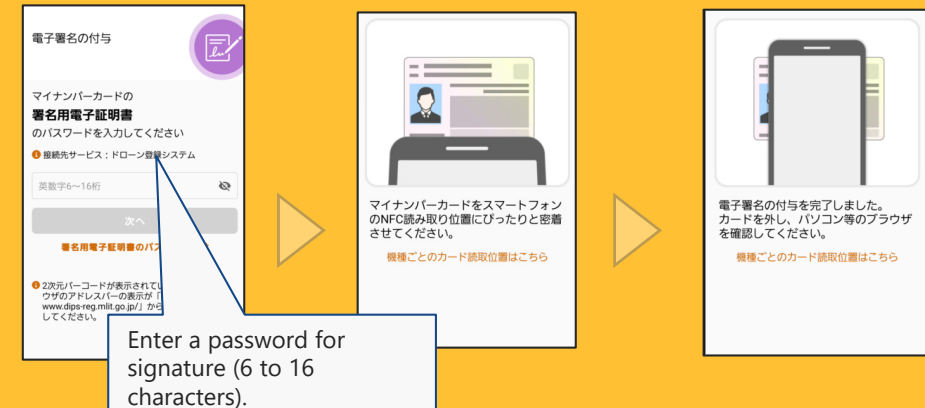
Screen until application completion

(2) Grant an electronic signature (First time)



The QR code must be scanned from **Mynportal APP on smartphone**, not from applications such as standard camera.

Operation of Mynportal APP (on smartphone)



電子署名の付与

マイナンバーカードの署名用電子証明書のパスワードを入力してください

● 接続先サービス：ドローン登録システム

英数字6～16桁

次へ

署名用電子証明書のパスワードとは

● 2次元バーコードが表示されているウェブのアドレスバーの表示が「https://www.dips-reg.mlit.go.jp/」から始まることを確認してください。

マイナンバーカードをスマートフォンのNFC読み取り位置にぴったりと密着させてください。

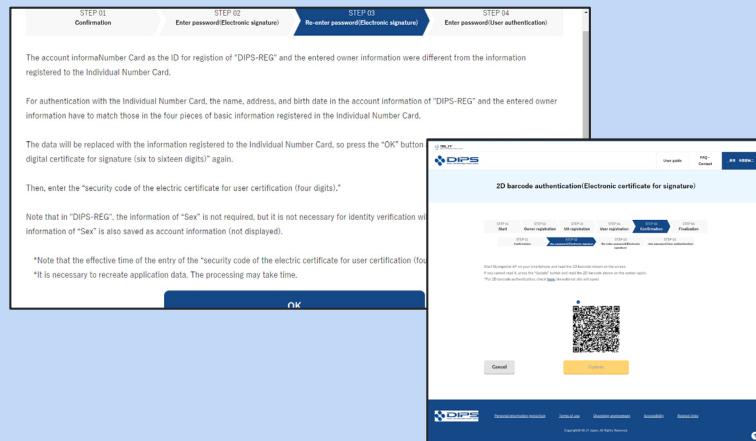
機種ごとのカード読み取り位置はこちら

電子署名の付与を完了しました。カードを外し、パソコン等のブラウザを確認してください。

機種ごとのカード読み取り位置はこちら

Enter a password for signature (6 to 16 characters).

(3) Grant an electronic signature (Second time/only when the basic four pieces of information are different)



STEP 01 Confirmation STEP 02 Enter password(Electronic signature) STEP 03 No enter password(Electronic signature) STEP 04 Enter password(User authentication)

The account information Number Card as the ID for registration of "DIPS-REG" and the entered owner information were different from the information registered to the Individual Number Card.

For authentication with the Individual Number Card, the name, address, and birth date in the account information of "DIPS-REG" and the entered owner information have to match those in the four pieces of basic information registered in the Individual Number Card.

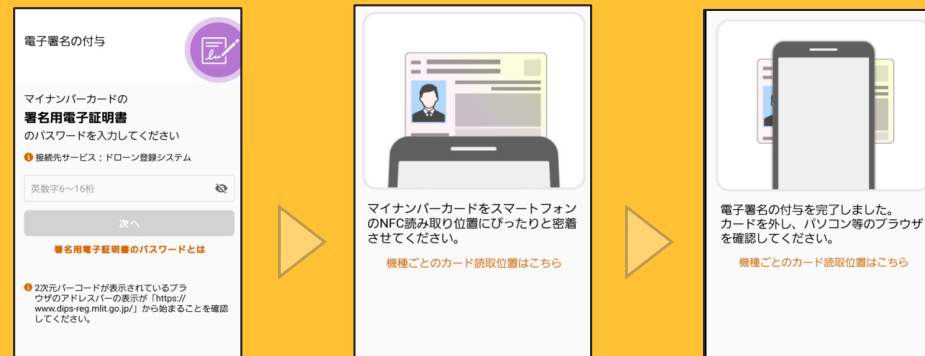
The data will be replaced with the information registered to the Individual Number Card, so press the "OK" button digital certificate for signature (six to sixteen digits)" again.

Then, enter the "security code of the electric certificate for user certification (four digits)."

Note that in "DIPS-REG", the information of "Sex" is not required, but it is not necessary for identity verification with information of "Sex" is also saved as account information (not displayed).

*Note that the effective time of the entry of the "security code of the electric certificate for user certification (four digits)" is 10 minutes. It is necessary to recreate application data. The processing may take time.

Operation of Mynportal APP (on smartphone)



電子署名の付与

マイナンバーカードの署名用電子証明書のパスワードを入力してください

● 接続先サービス：ドローン登録システム

英数字6～16桁

次へ

署名用電子証明書のパスワードとは

● 2次元バーコードが表示されているウェブのアドレスバーの表示が「https://www.dips-reg.mlit.go.jp/」から始まることを確認してください。

マイナンバーカードをスマートフォンのNFC読み取り位置にぴったりと密着させてください。

機種ごとのカード読み取り位置はこちら

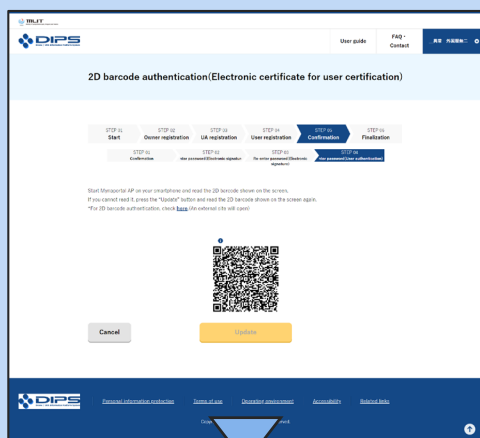
電子署名の付与を完了しました。カードを外し、パソコン等のブラウザを確認してください。

機種ごとのカード読み取り位置はこちら

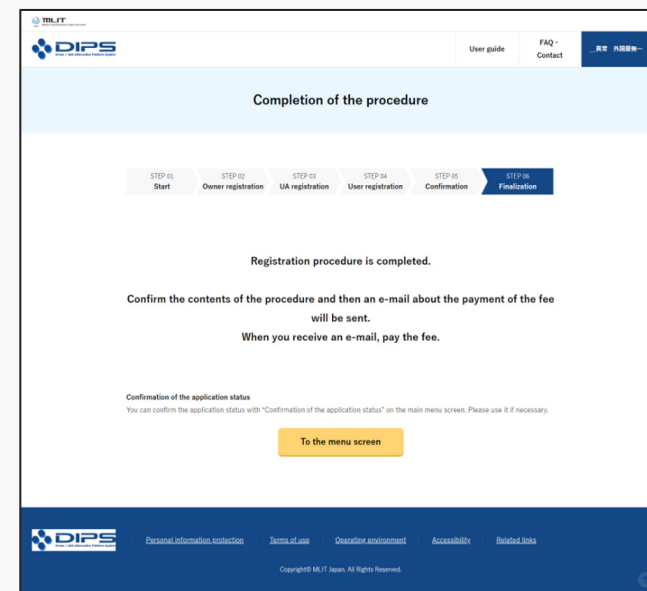
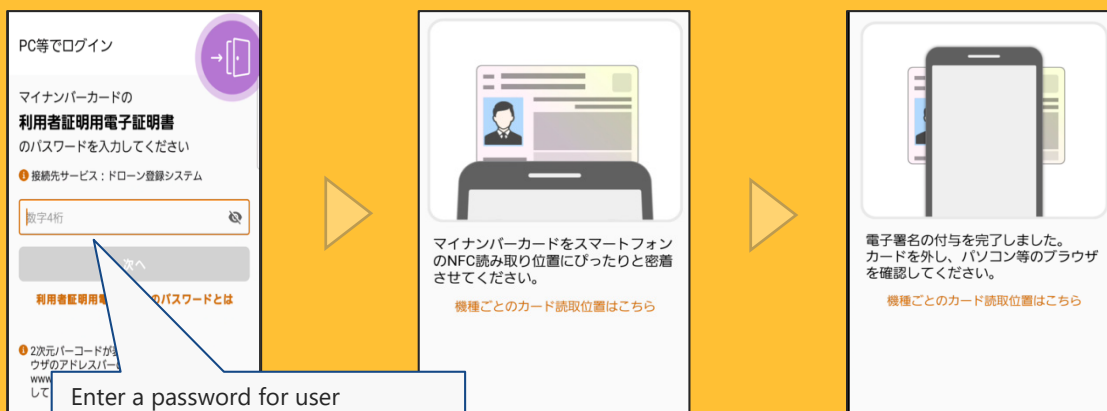
Flow of Identity Verification with Individual Number Card - QR code (when applying with a PC and authenticating with a smartphone)

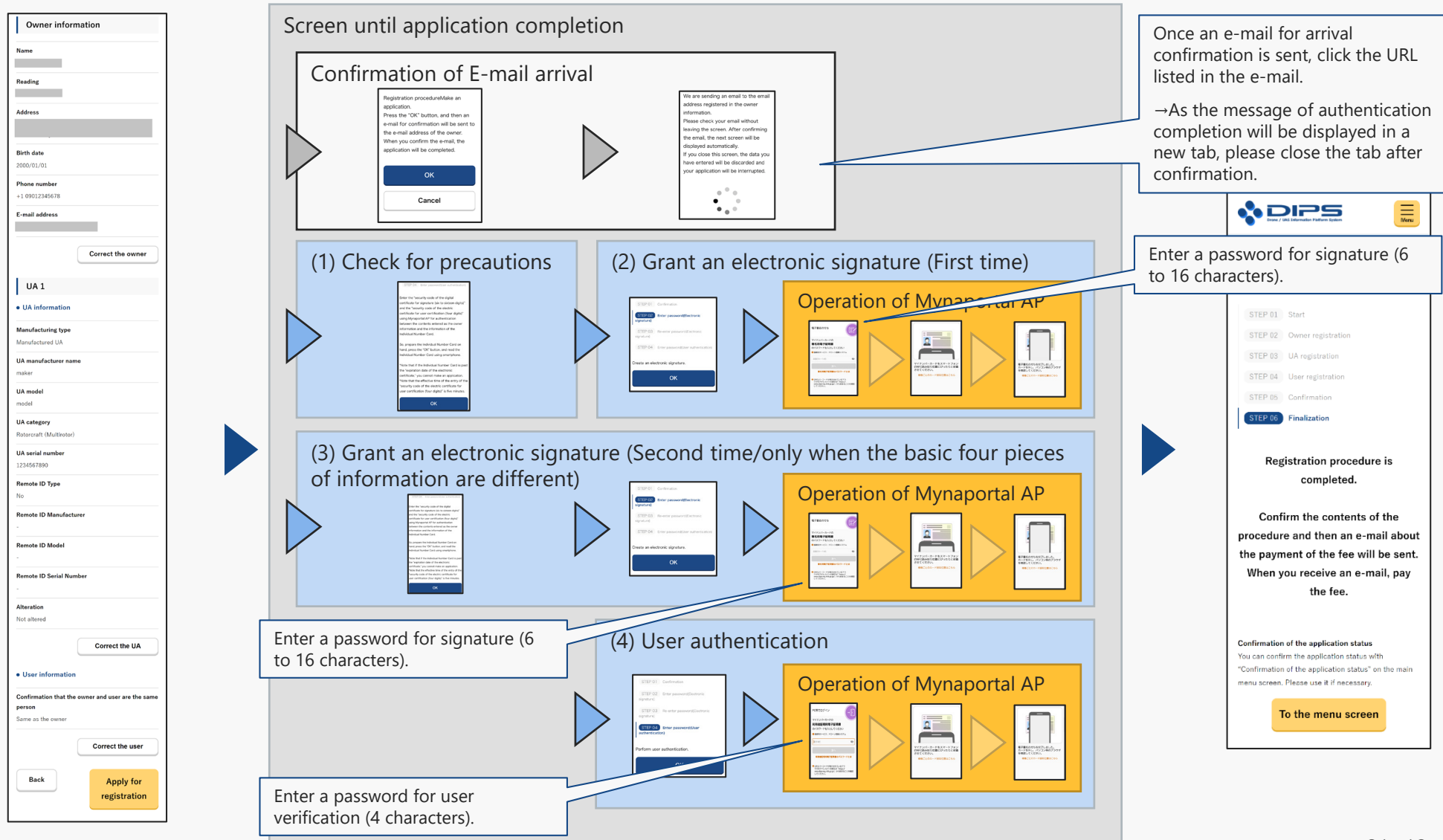
Screen until application completion

(4) User authentication



Operation of Mynportal APP (on smartphone)





Flow of Identity Verification with Individual Number Card (when applying/authenticating with a smartphone)

Owner information

Name
[Redacted]

Reading
[Redacted]

Address
[Redacted]

Birth date
2000/01/01

Phone number
+1 09012345678

E-mail address
[Redacted]

Correct the owner

UA 1

• UA information

Manufacturing type
Manufactured UA

UA manufacturer name
maker

UA model
model

UA category
Rotorcraft (Multicopter)

UA serial number
1234567890

Remote ID Type
No

Remote ID Manufacturer
-

Remote ID Model
-

Remote ID Serial Number
-

Alteration
Not altered

Correct the UA

• User information

Confirmation that the owner and user are the same person
Same as the owner

Correct the user

Back

Apply for registration

Screen until application completion

Confirmation of E-mail arrival

Registration procedureMake an application.
Press the "OK" button, and then an e-mail for confirmation will be sent to the e-mail address of the owner. When you confirm the e-mail, the application will be completed.

OK

Cancel

We are sending an email to the email address registered in the owner information.
Please check your email without leaving the screen. After confirming the email, the next screen will be displayed automatically.
If you close this screen, the data you have entered will be discarded and your application will be interrupted.

Please be careful not to make this verification in the background (e.g., do not use webmail).

Once an e-mail for arrival confirmation is sent, click the URL listed in the e-mail.

→As the message of authentication completion will be displayed in a new tab, please close the tab after confirmation.

認証完了

メールアドレスの認証が完了しました。
結果・画面で申請操作を行っていた場合、操作を続けてください。

ブラウザの、ボタンで認証を閉じてください。

The e-mail address has been authenticated.
If you have performed the application operation on the terminal / screen, continue the operation.

Close this screen with the X button of the browser.

(1) Check for precautions

STEP 04 Enter password(User authentication)

Enter the "security code of the digital certificate for signature (six to sixteen digits)" and the "security code of the electric certificate for user certification (four digits)" using Mynaportal AP for authentication between the contents entered as the owner information and the information of the Individual Number Card.

So, prepare the Individual Number Card on hand, press the "OK" button, and read the Individual Number Card using smartphone.

*Note that if the Individual Number Card is past the "expiration date of the electronic certificate," you cannot make an application.
*Note that the effective time of the entry of the "security code of the electric certificate for user certification (four digits)" is five minutes.

OK

(2) Grant an electronic signature (First time)

STEP 01 Confirmation

STEP 02 Enter password(Electronic signature)

STEP 03 Re-enter password(Electronic signature)

STEP 04 Enter password(User authentication)

Create an electronic signature.

OK

Operation of Mynaportal AP

電子署名の付与

マイナンバーカードの署名用電子証明書
のパスワードを入力してください

● 接続先サービス：ドローン登録システム

英数字6～16桁

次へ

署名用電子証明書のパスワード

● 2次元バーコードが表示されるアドレスは
www.dps-reg.mlit.go.jp
してください。

Enter a password for signature (6 to 16 characters).



マイナンバーカードをスマートフォンのNFC読み取り位置にぴったりと密着させてください。

機種ごとのカード読み取り位置はこちら



電子署名の付与を完了しました。カードを外し、パソコン等のブラウザを確認してください。

機種ごとのカード読み取り位置はこちら

Flow of Identity Verification with Individual Number Card (when applying/authenticating with a smartphone)

Screen until application completion

(3) Grant an electronic signature (Second time/only when the basic four pieces of information are different)

STEP 04 Enter password(User authentication)

Enter the "security code of the digital certificate for signature (six to sixteen digits)" and the "security code of the electric certificate for user certification (four digits)" using Mynaportal AP for authentication between the contents entered as the owner information and the information of the Individual Number Card.

So, prepare the Individual Number Card on hand, press the "OK" button, and read the Individual Number Card using smartphone.

*Note that if the Individual Number Card is past the "expiration date of the electric certificate," you cannot make an application.
*Note that the effective time of the entry of the "security code of the electric certificate for user certification (four digits)" is five minutes.

OK

STEP 01 Confirmation

STEP 02 Enter password(Electronic signature)

STEP 03 Re-enter password(Electronic signature)

STEP 04 Enter password(User authentication)

Create an electronic signature.

OK

Operation of Mynaportal AP

電子署名の付与

マイナンバーカードの署名用電子証明書のパスワードを入力してください

継続サービス：ドローン登録システム

パスワードとは

マイナンバーカードをスマートフォンのNFC読み取り位置にぴったりと密着させてください。

機種ごとのカード読取位置はこちら

電子署名の付与を完了しました。カードを外し、パソコン等のブラウザを確認してください。

機種ごとのカード読取位置はこちら

Enter a password for signature (6 to 16 characters).

(4) User authentication

STEP 01 Confirmation

STEP 02 Enter password(Electronic signature)

STEP 03 Re-enter password(Electronic signature)

STEP 04 Enter password(User authentication)

Perform user authentication.

OK

Operation of Mynaportal AP

PC等でログイン

マイナンバーカードの利用者証明用電子証明書のパスワードを入力してください

継続サービス：ドローン登録システム

パスワードとは

マイナンバーカードをスマートフォンのNFC読み取り位置にぴったりと密着させてください。

機種ごとのカード読取位置はこちら

電子署名の付与を完了しました。カードを外し、パソコン等のブラウザを確認してください。

機種ごとのカード読取位置はこちら

Enter a password for user verification (4 characters).

MLIT
DIPS
Drone / UAV Information Platform System

Menu

Completion of the procedure

STEP 01 Start

STEP 02 Owner registration

STEP 03 UA registration

STEP 04 User registration

STEP 05 Confirmation

STEP 06 Finalization

Registration procedure is completed.

Confirm the contents of the procedure and then an e-mail about the payment of the fee will be sent. When you receive an e-mail, pay the fee.

Confirmation of the application status
You can confirm the application status with "Confirmation of the application status" on the main menu screen. Please use it if necessary.

To the menu screen