Setup 2 Factor Authentication in the BLkportal

As of January 2022, the use 2 Factor Authentication (2FA) is mandatory when creating a user account for the BLk portal. 2FA adds an extra level of security to the login in the BLk portal. This improves protection against unauthorized use of your account.
Because of authorisation and security the user account of the BLk portal is strictly personal. With 2FA an additional personal security layer is added to your account.

The reason for using 2FA is that sensitive information is being processed in the portal, both privacy-sensitive and company-sensitive information.

It is known that a password alone offers insufficient security. Unfortunately, we regularly hear examples of passwords that have been stolen and are out in the open.
That is why it generally is strongly recommended to add a second security factor in addition to what someone knows (i.e. a password), in this case something that only that person has (a code).

Please note: 2FA can only be generated once for each user account. It is not possible to connect multiple 2FA codes to one single user account.

Setting up 2FA summary

1. You have received an email from the BLk portal with a link to a QR code, please click it to open;
2. Download an authenticator app on your device (eg Google authenticator);
3. Scan the opened QR code with the authenticator app;
4. Your App will now show a new code every 30 seconds. Enter this code at 'Step 2' on the screen of your computer (note, the validity of the code is only when it is actually shown in the app);
5. Your computer will now show a login screen. Enter your username and password. The portal now asks for a code;
6. Enter the code as shown in the app immediately.

You are logged in.

Setup of 2FA

During the setting up of your user account you will received an e-mail from us with a short explanation and a link to activate 2FA. Before continuing with this mail please first download and install an Authenticator app on your mobile device or PC.

To use 2FA on the BLk portal you need an Authenticator app on your (smart)phone, tablet or PC. This app must work according to the so-called TOTP protocol.
Based on your account this protocol generates a unique code that must be identical in both the app and in the BLkportal. This unique code changes every 30 seconds and can therefore not be saved or stored. It must be used and entered as soon as it has been generated.
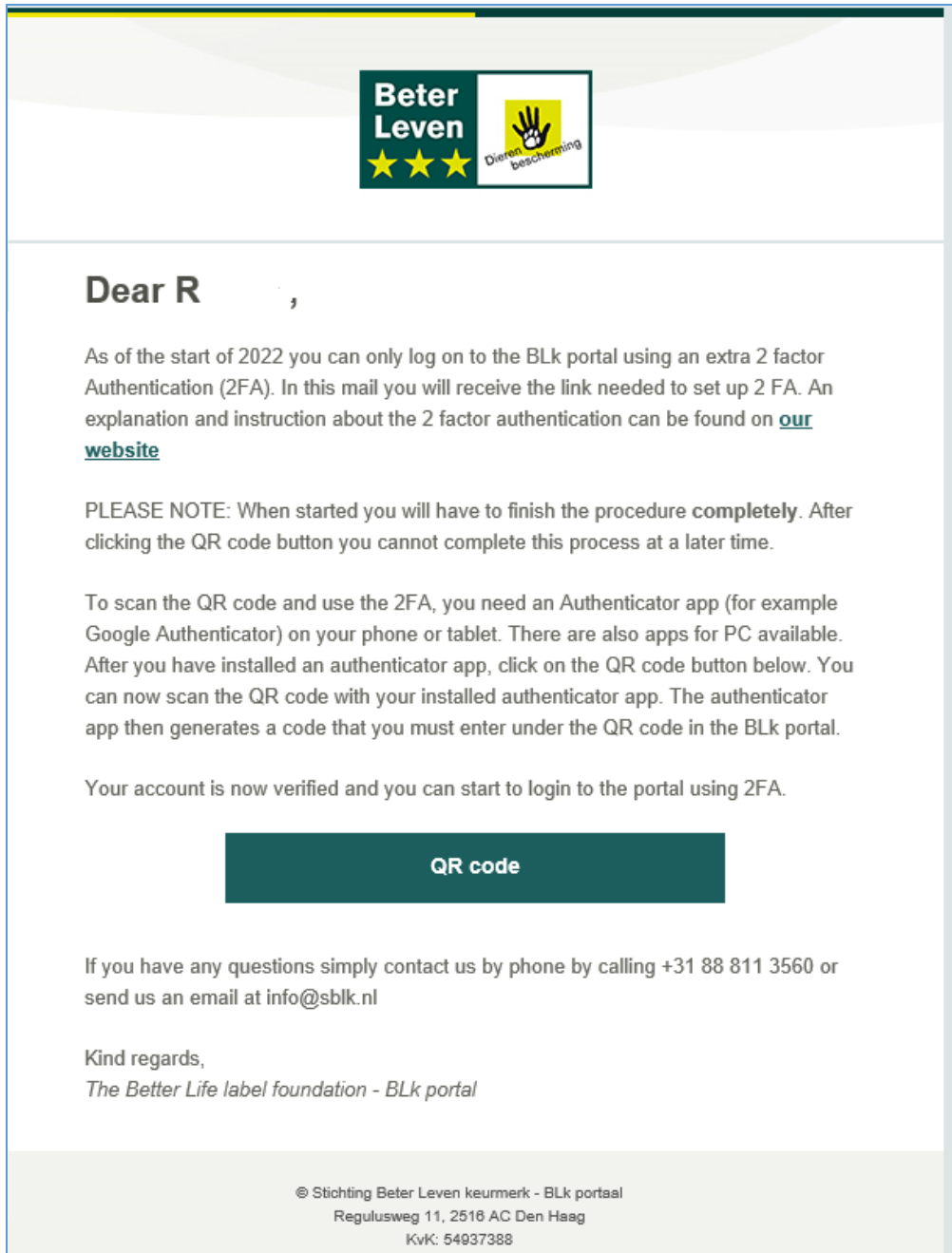
Good apps are available from, for example, Google, SecurEnvoy or Authy. All mentioned apps can be found in the Playstore or Appstore. Several applications like e.g. Authy, have a Windows version available.

You can manage 2FA for several applications (not just the BLkportal) in one Authenticator app. You can also use different Authenticator apps side by side for different purposes.

Please download one of these apps on your device and open the app. Select the option to add a new account and continue with the afore mentioned mail.

Go back to your mailbox and open the mail with subject "Stichting Beter Leven keurmerk - Setup two factor authentication (2FA)"
On some occasions this mail ends up in your spam box. Please check your spam folder should this mail not be received in a few minutes. If this mail has not arrived at all please contact SBLk.

Dear R   ,

As of the start of 2022 you can only log on to the BLk portal using an extra 2 factor Authentication (2FA). In this mail you will receive the link needed to set up 2 FA. An explanation and instruction about the 2 factor authentication can be found on **our website**

PLEASE NOTE: When started you will have to finish the procedure **completely**. After clicking the QR code button you cannot complete this process at a later time.

To scan the QR code and use the 2FA, you need an Authenticator app (for example Google Authenticator) on your phone or tablet. There are also apps for PC available. After you have installed an authenticator app, click on the QR code button below. You can now scan the QR code with your installed authenticator app. The authenticator app then generates a code that you must enter under the QR code in the BLk portal.

Your account is now verified and you can start to login to the portal using 2FA.

QR code

If you have any questions simply contact us by phone by calling +31 88 811 3560 or send us an email at info@sblk.nl

Kind regards,
The Better Life label foundation - BLk portal

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In the mail shown above specifically the Google Authenticator app is mentioned. However, any other applicable authenticator app can be used as well as we have indicated before.

Click on the link for the "QR code" to set up your personal code on your device. The following page will now open in the BLk portal.

Please NOTE: For security reasons the validity of this link expires after 5 days. If you have not activated 2FA within 5 days, please contact the SBLk.

BLk Portal
Setup authenticator. You are kindly requested to complete this setup to its ...

STEP 1

Scan this QR using an authenticator app on your device (phone, tablet, PC) in order to utilise this during login. When using an app on a device without camera (PC) you can use the QR textcode to enter in the app.

Download app for Android and iPhone

QR textcode: 6C␀␀␀␀␀␀␀␀␀␀␀␀C

STEP 2

Enter the verification code as it is shown in the authentication app on your device after scanning or entering the QR code. When correct you will automatically be sent to the login page.

Verification code*

[ ]

Verify code >

Now continue with your authenticator app. Please complete both Steps 1 and 2 shown in the BLkportal directly one after the other. The example below shows using Google Authenticator, SecurEnvoy works much the same.

Start by scanning the QR code or entering a security key. When using an authenticator app on your PC (without camera) scanning won't work. There you can enter the QR textcode in the authentication app (as at 'Enter key/Instelsleutel invoeren' in the example below). Please be aware not to copy any spaces before or after the QR textcode when copying.

Explanation STEP 1 (screenshot in Dutch)
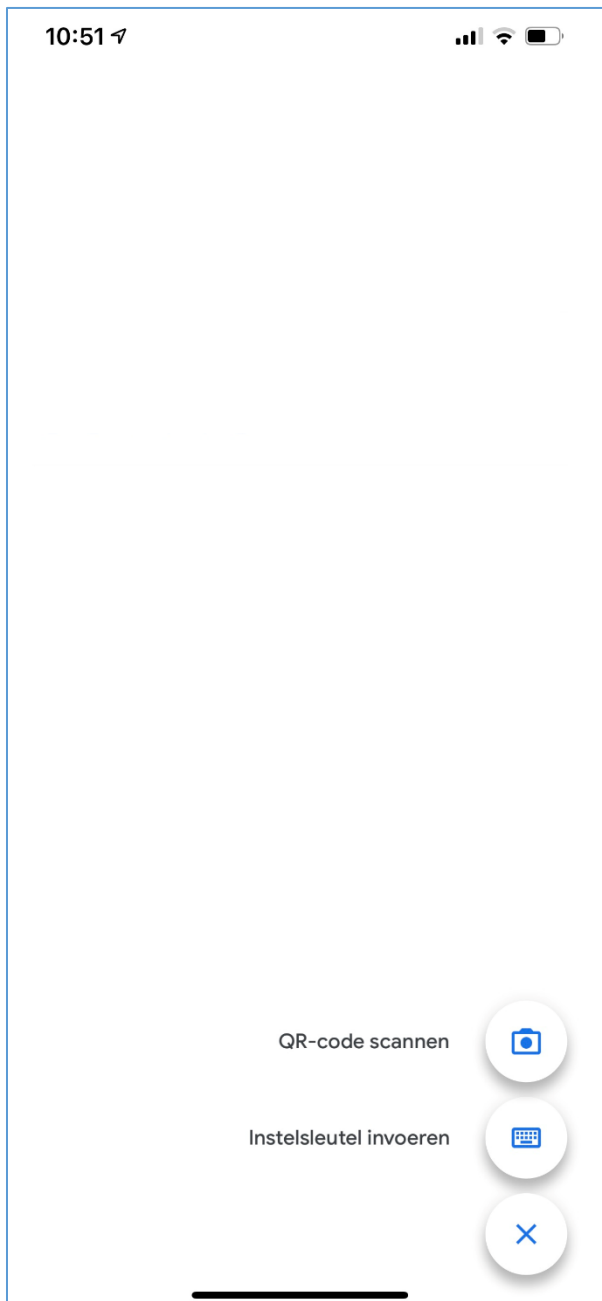
Click "QR-code scan" or likewise to add a new security account. In the next screen, point the search box at the QR code on your PC. Make sure that the QR code is placed in the middle of the green frame.

Other apps will use a similar method.
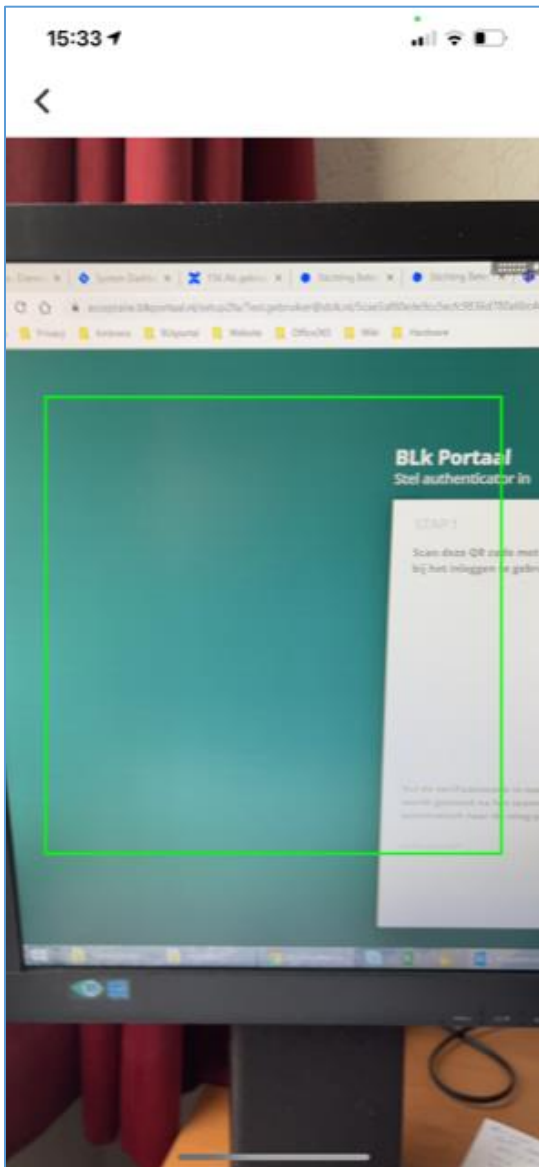
The account will be created immediately following the scanning of entering the QR code. As a result, your BLk account is now added to the list of your secured accounts in the Authenticator.

Explanation STEP 2
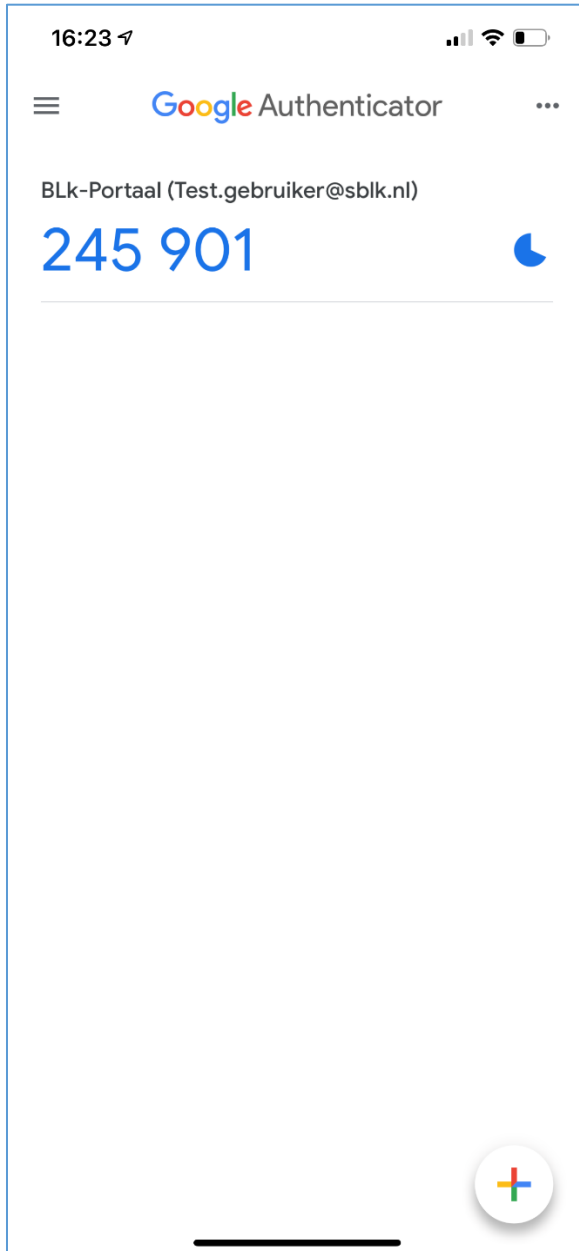
The blue image to the right of the account indicates the remaining time the code is still valid. The code changes **every 30 seconds**. SecurEnvoy also displays time remaining per code in a similar way. If the code in the app has been replaced by a new code, you have a maximum of 30 seconds to enter this 'old' code (if you can still remember that code). Otherwise, it is better to enter this new code or wait for the next code to appear.
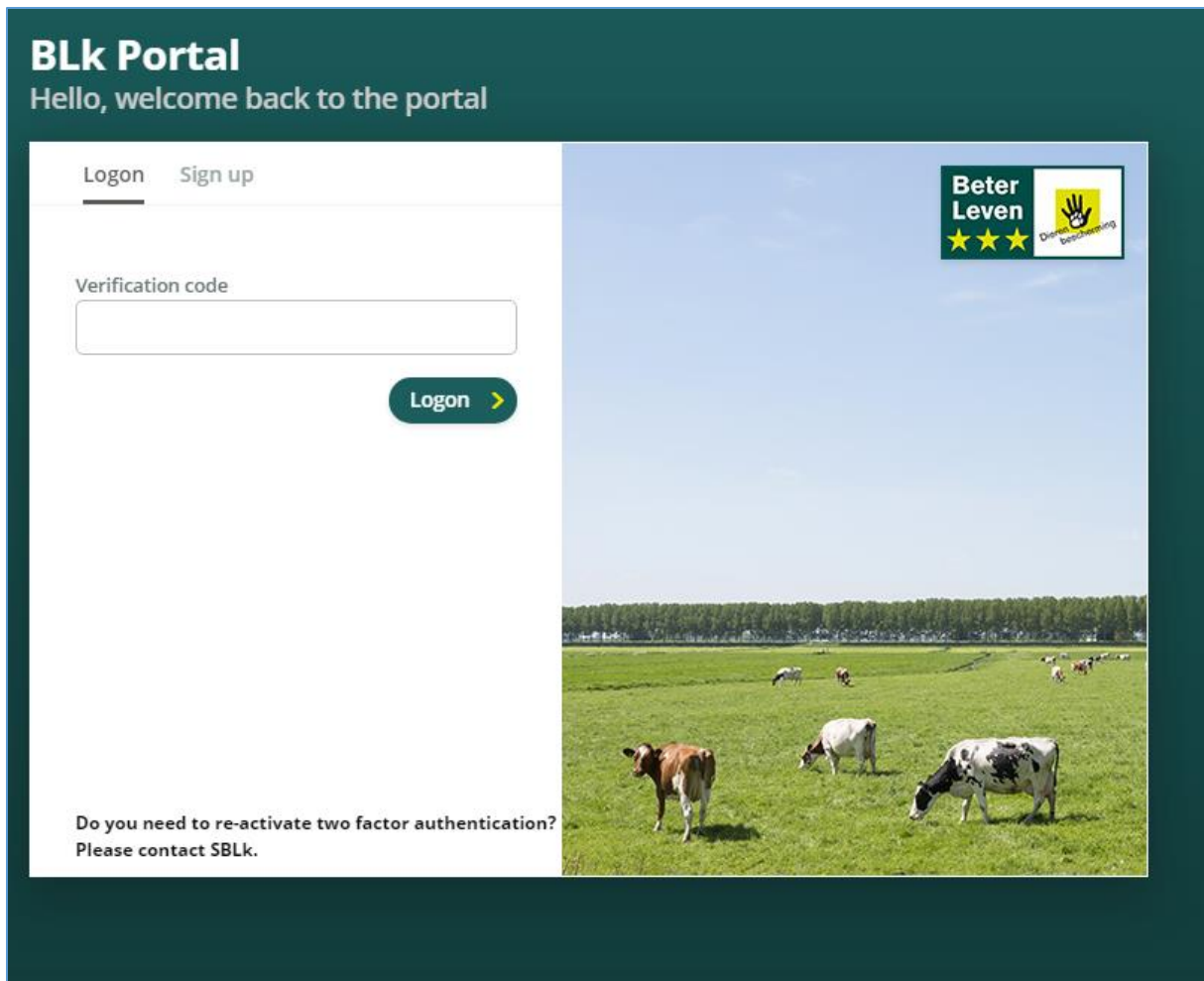
Explanation Step 2

Enter the code **now** shown in the app **immediately** in the 2FA setup screen of the BLk portal at **Step 2**. Be sure to enter a valid current code.

This completes the setup and you can now log into the BLk portal using 2FA. With every login, a code is now requested as an extra verification step.

Logon

You can now log in to the portal in the usual way with your e-mail address and your regular password. After having entered this correctly, the additional verification screen below will appear.

Please enter a valid and current code here that is being generated by your Authenticator app and you will be logged in to the portal. Also, bear in mind the limited validity of the code (a new code appears after a maximum of 30 seconds).

Should there be any problems with 2FA, please contact the SBLk. You can also contact SBLk if the 2FA code needs to be reset completely anew.
You will then receive the e-mail that refers to the QR code again and you can reset the code in the Authenticator. The old setting will then expire and is no longer valid.

Stichting Beter Leven keurmerk / Better Life label foundation
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