

Access your personal information in 4 simple steps

1. Step One

On the home page click on **Log in to your account**. You will then be directed to the member online platform, PRISM. On the *Welcome to PRISM* page, click on **Don't have an account? Register**.

2. Step Two

Enter your personal details and Click '**Submit**'.

3. Step Three

You'll be prompted to choose a unique username and password. Your username must be at least 8 characters, and can include upper- and lower-case letters, numbers, or symbols. Your password must be at least 9 characters, include both upper- and lower-case letters, at least one number and one special character or symbol. Once added, click '**Submit**'.

4. Step Four

A One Time Code will be sent by text message to the mobile phone number or by text to speech functionality to the landline number you provided in Step 2. Please enter the One Time Code within 30 minutes to complete registration and click '**Submit**'. If you don't complete your registration within 30 minutes you will be returned to the start of the process.

You will now be registered to view your pension benefits

What happens next?

Next time you login to your account you will only need to enter your username, password and a One Time Code which will be sent by text message/text to speech to your registered mobile phone/landline number. Make sure you keep this information safe because it gives access to your personal information.