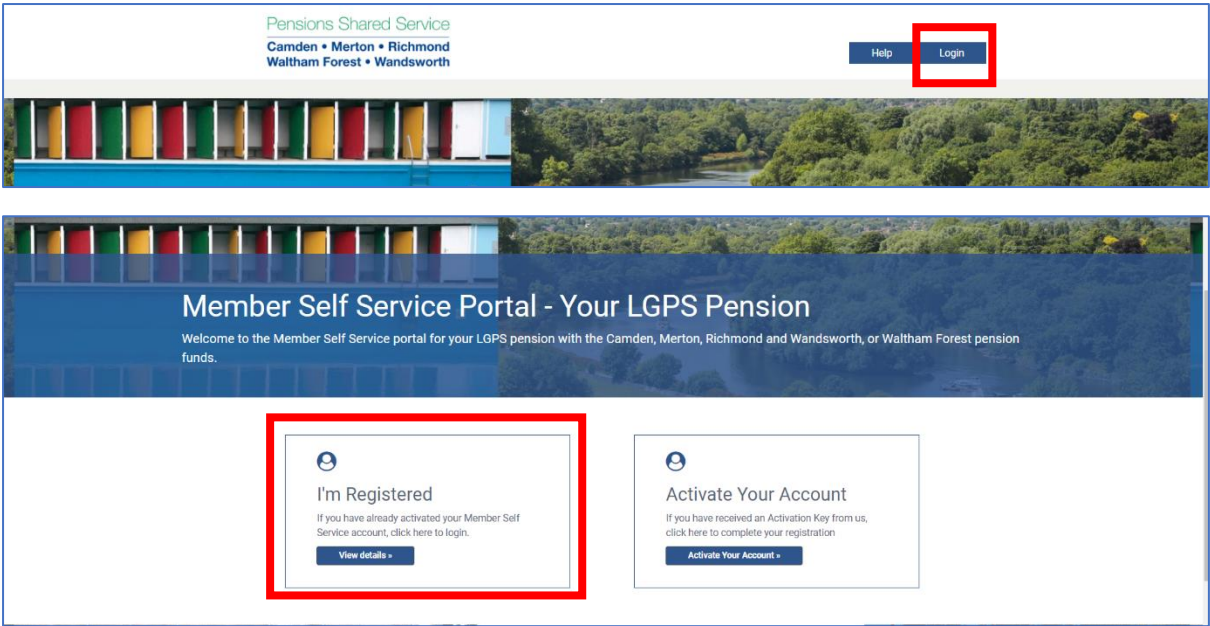**Logging in to your Member Self Service Account**

You can only log into your Member Self Service account if you have received an activation key and activated your account.

If you have received already activated your account, navigate to the Member Self Service website. (hyperlink https://mss.pensionssharedservice.org.uk/)

From the home screen you can either click the blue '**Login'** button on the top right of the screen or scroll down and click Login in the '**I'm Registered'** box.

On the next screen you will be prompted to

- Enter your **personal** email address. This is your username for accessing the Member Self Service website.
- Enter the password you set when you activated your account. You can click on the EYE icon to show (or hide) your entry so that you can identify any mistyping.

Once you have completed both fields, click login. You will then be prompted to answer one of the security questions you set when you activated your account. Once answered, click continue.

Login

Favourite Colour	Favourite Colour ✖
	Forgotten your response?

Continue   Cancel

If this is your first time logging in to Member Self Service, you will be asked to agree to the consent statement. You will also be asked to agree to the consent statement if it has changed since the last time you logged in to Member Self Service.

Consent Statement

I consent to the use of my personal data for this member self-service website. Without your consent we are unable to process the data required to provide the member self-services and we are therefore not able to let you access the member area of the website. Your consent can be withdrawn at any time through this website on the Consent Withdrawal page.

Yes - I agree to the above statement ☐

Submit

To agree to the statement, tick the box and click Submit.

This completes the log in process, and you will be taken to your Member Self Service Dashboard screen.

Pensions Shared Service
Camden • Merton • Richmond
Waltham Forest • Wandsworth

Dashboard

A Body   Scheme: Wandsworth Pension Fund   Reference No 1: 123456   Reference No 2: 654321   Status: Active

Welcome Ms Body

Your Details ❯	Employment Details ❯	Pension Benefits ❯
View and amend your personal details.	View your current employment details.	View your pension benefits.
	• Financial Details	• Benefit Projectors
		• Current Value of Pension Benefits
		• Benefit Statements

Documents ❯	Death Grant - Expression of ❯	Ask Us ❯