

Login guide MijnPPF

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In the login guide you will find three ways to log in to MijnPPF. Click on the desired login method to go through the step-by-step plan.

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## 1 Log in via DigiD

Step 1: Go to www.philipspensioenfonds.nl/en and click on MijnPPF.



Step 2: You will see 3 options to sign up. Choose the first option: Log in with DigiD.



Step 3: Follow the instructions of DigiD.

More information about logging in with DigiD can be found on <a href="http://www.digid.nl/en/login-methods">www.digid.nl/en/login-methods</a>



## Step 4: After logging in with DigiD, you $\ensuremath{\mathsf{Will}}$ be taken to the dashboard of MijnPPF.

In the dashboard you can click through to Pension mail, Pension Planner, Profile and Send a document.





### 2 Log in with European identification

Step 1: Go to www.philipspensioenfonds.nl/en and click on MijnPPF.



Step 2: You will see 3 options to sign up. Choose the second option: Log in with EU-identification.





#### Step 3: Follow the instructions of Cross-Border Authentication.

The first page of logging in via a European login method shows an overview of the countries that offer this method. This works differently for each country.

- Choose the country where you have a login method from.
- Click on the 'continue' button.
- You will then proceed in the login method of the selected country and follow the instructions.

Would you like to know more about logging in with a European login method? Then go to the website of the central government:

https://www.government.nl/topics/online-access-to-public-services-european-economicarea-eidas/question-and-answer/how-can-i-access-dutch-public-services-online-from-adifferent-eu-member-state

## Step 4: After logging in with a European login tool, you will be taken to the MijnPPF dashboard.

In the dashboard you can click through to Pension mail, Pension Planner, Profile and Send a document.





## 3 Log in with username and password

Step 1: Go to <u>www.philipspensioenfonds.nl/en</u> and click on MijnPPF.



Step 2: You will see 3 options to sign up. Choose the third option: Log in MijnPPF account.





#### Step 3: Enter your email address and the password of your MijnPPF account.

Are you unable or unwilling to use a DigiD or a European recognised login tool? Then you have the option to log in with a MijnPPF account. If you do not already have a MijnPPF account, please contact our Service Desk. You will then receive a 'password letter', then log in with your policy number as username.

		• · · · ·				
		Log in				
Log in with a M	lijnPPF-account					
In addition to logging in with Digi	D or EU-identification, you can also log	) in with a MijnPPF account. In this case, y	ou will use a username and p	password that you creat	te yourself.	
If you log in this way, during the login process we will ask you for double confirmation that it is you who wants to log in. This can be done via a verification app or via SMS on your mobile phone.						
Want to know more? Go to the <u>login help</u> .						
IF you don't have a MijnPPF account yet and want to create a username and password? Please contact our Service Desk.						
Username or email address *						
Enter your username or email address	55.					
Password *						
Enter the password that accompanie	s vour username.					
Log in						

#### Step 4: Enter the 6-digit code from the authenticator app or SMS

We ask you to confirm the login with a code via a verification app or via SMS. This makes logging in via MijnPPF account even more secure. Haven't set this up yet? Then read how you can set up this extra security in chapter 4 of this login guide.

Using an authenticator app? Then enter the security code that the app indicates. The code consists of 6 digits and changes every 30 seconds.

Enter your App security code	
Application verification code *	
Verification code is application generated and 6 digits long.	

Are you using SMS verification? Then first click on the button 'Send SMS'. You will then receive a 6-digit SMS security code on your phone which you then enter on the screen.

SMS code *		7
Enter the 6-digit security code you received o	n your phone.	
Verify Cancel		

**Note!** There are countries where specific regulations apply to sending and receiving SMS. There are also phone providers that have specific policies for receiving SMS messages for authentication purposes. It is therefore possible that you do not receive an SMS. Our advice is to use a verification app in that situation.



#### Step 5: After logging in, you will be taken to the dashboard of MijnPPF.

In the dashboard you can click through to Pension mail, Pension Planner, Profile and Send a document.





### 4 Set up extra security for your MijnPPF account with Two-Factor Authentication (TFA)

Do you use the login-method via a MijnPPF account with a username and password? Then we ask you to set up extra security. This extra security is called 'Two-Factor Authentication' (TFA). This means that we ask you to confirm again after logging in that you are the one who wants to log in.

You can log in four more times without setting up TFA. If you have not yet set up TFA, your account will be blocked and we will ask you to contact our Service Desk: <a href="https://www.philipspensioenfonds.nl/en/contact">www.philipspensioenfonds.nl/en/contact</a>

Pensions	Mortgages (NL)				Contact	Downloads	News	Videos	Logout	Nederlands
Pensic	Philips @	) Your pension	Pension mail	Your Pension Fund			Search f	or Q		MijnPPF
		S	et up	additio	nal secur	ity				
We will sim	are making the login pro need to set one of these ple steps.	cess more secure. To options once. You ca	do this, we will now n skip this step up t	ask you to confirm that it o two more times. After tl	is you who wants to log in, e nat, you will no longer be abl	ither by using a e to login. This p	verification page allows	n app or by : s you to set	sending ar security ir	a SMS. You a few
At the mo	oment, your additional so <b>FA disabled</b> , set Wed, 12,	2007/2023 - 10:31.	ated. Choose one o	f the options below to set	up your security.					
✓ How	do you set the addition	al security?								
Choo	se one of the two option	is and follow the step	s below.							
~ /	✓ Additional security via an authentication app									
т	he following steps ask y	ou to connect a verific	ation application. N	/ake sure you have a verif	cation application installed o	on your phone. (	Elick on Sta	rt and follo	w the inst	ructions.
F	<i>Want to know more?</i> Read the <u>login guide</u> for help with using a verification application.									
	Start 🕣									
~ s	et your phone number I	o use SMS security								
T a	he following steps ask y nd follow the instruction	ou to register your mo 15.	bile phone. Keep y	our phone handy. We will	send you an SMS code to con	nplete registrati	ion and log	in. Click on I	the start b	utton below
l F	<i>Vant to know more?</i> tead the <u>login guide</u> for l	telp with SMS security								
	Start 🏵									
Number	Number of times validation skipped: 3 of 5									

For setting up TFA, you will be presented with several screens, which will guide you through the process step by step.

On the first screen you can choose from 2 options:

- 1. Link your authenticator app
- 2. Pair your phone for SMS security.

You will find an explanation for both options below. This is followed by an explanation of how to unlink TFA again if, for example, you want to start using a new phone.



#### 1. Authenticator app

#### Step 1: Download an authenticator app of your choice

To connect an authenticator app, you first need an app on your phone. You can download an authenticator app from the App Store and Google Play Store. The most used apps are Google Authenticator and Microsoft Authenticator, but Twilio Authy or FreeOTP also work.

If you have installed the authenticator app on your mobile phone, click on the 'Start' button.

Set up additional security	
Password *	
Enter your password to continue.	
Confirm Cancel	

Enter your password associated with your MijnPPF account and click 'Confirm'. If you don't have a MijnPPF account yet and want to set a username and password? Please contact our Service Desk: <u>www.philipspensioenfonds.nl/en/contact</u>

#### Step 2: Scan the QR code

Set up additional security				
<ul> <li>Install your authentication app? Then proceed to connect your authentication app? Then proceed to connect your authentication app.</li> <li>Which authentication app can I use?</li> <li>Which authentication app that you can download. The most common apps are Google Authenticator and Microsoft Authenticator, but Twilio Authy or FreeOTP also work.</li> <li>How do I Install an app?</li> <li>You download an authentication app from the app store. For Android phones that is the Google Play Store and for Apple phones that is the Apple App Store. Click on one of the buttons below to go to the relevant app store.</li> <li>Where can I find more information about using the authentication app?</li> <li>Go to the login guide for more information on why we use a authentication app.</li> </ul>	Additional security via an authentication app 1. Open your authentication app. 2. Click on + or Add account. 3. With your app, scan the QR code on the right. 3. Enter the verification code your app displays below. 3. Click 'Confirm' to complete the registration.			
App Store Google Play	Code authentication app * After scanning the QR code above, a verification code will be ger 6 digits. You will use a new code each time to log in. Confirm Cancel	ierated. This code consists of		

Follow the steps on your screen:

- 1. Open your authenticator app
- 2. Click + or 'add account'
- 3. Use your app to scan the QR code on the screen
- 4. Enter the verification code on the screen
- 5. Click on 'Confirm' to complete the registration



After confirming the verification code, you will be presented with the screen below with which we confirm that the TFA setup was successful.



In this screen you can also turn off the TFA again, for example when you want to install another app or have a different phone. After disabling, you will be prompted again to set TFA on the first login.



#### 2. Log in with SMS code

If you want to set up TFA with a SMS code, click on the Start button under the heading 'Pair your phone for SMS security'. Make sure you have your mobile phone handy.

	Set up additional security	
Password *		
Enter your password to contin	ue.	

Enter your password associated with your MijnPPF account and click 'Confirm'. Don't have a MijnPPF account yet and want to set a username and password? Please contact our Service Desk: <u>www.philipspensioenfonds.nl/en/contact</u>

Set up additional security					
Set your phone for security via SMS           Do you have your mobile phone at hand? If so, continue by entering your phone number. Click. Send SMS and enter the security code you receive by SMS. Then click on Verify.           Which phone can I use?           Use your personal mobile phone that can receive SMS. If you use a landline, there is no guarantee that your SMS will be received. This varies from operator	Phone number         Phone number         Select your country and fill in your phone number.         Send sms				
<ul> <li>Can I register a foreign phone number?</li> <li>You certainly can. Select the appropriate country code and enter your phone number behind it (without the 0).</li> <li>Where can I find more information on how to use SMS security?</li> <li>Read the login guide for help with SMS security.</li> </ul>	SMS code *  Enter the 6-digit security code you received on your phone.  Verify Cancel				

Select the correct country and then enter the phone number. Then click Send SMS. You will then receive a SMS with a security code on your phone. Enter this code and click 'Verify'. If the code is correct, you will be taken to the Dashboard of MijnPPF.

**Note!** There are countries where specific regulations apply to sending and receiving SMS. There are also phone providers that have specific policies for receiving SMS messages for authentication purposes. It is therefore possible that you do not receive an SMS. Our advice is to use a verification app in that situation.



#### 3. Unlinking Two Factor Authentication (TFA)

In Your Profile in MijnPPF it is now visible that you have set up two-factor authentication and which method you have chosen.



You can also turn off two-step verification here, such as when you want to install another app or link a different phone number. After disabling, you will be prompted to set up two-factor authentication again the first time you log in.

#### **Questions?**

Do you have questions or do you need help? Please contact our Service Desk: <u>www.philipspensioenfonds.nl/en/contact</u>.

