



UNJSPF

How to change your password in Member Self-Service

Step 1: Access the MSS landing page at the link below and log in to the MSS portal:

<https://member.unjspf.org/>

Step 2: Click on "Forgot password?"

 **UNJSPF**
United Nations Joint Staff Pension Fund

Member Self-Service (MSS)

As of 15 May 2025, all users must re-register to MSS and set up the Multi Factor Authentication (MFA). If you have ALREADY re-registered, please log in via the below form providing with your email address / password. If you have NOT YET re-registered or NEVER registered, please click on the Register button further down and complete the procedure.

Email address*

Password* 

☐ Verify you are human

Forgot password? 

Next

Step 3: Enter your email address. Click on "Continue".

 **UNJSPF**
United Nations Joint Staff Pension Fund

Forgot/Change Your Password?

Enter your Email address and we will send you instructions to reset your password.

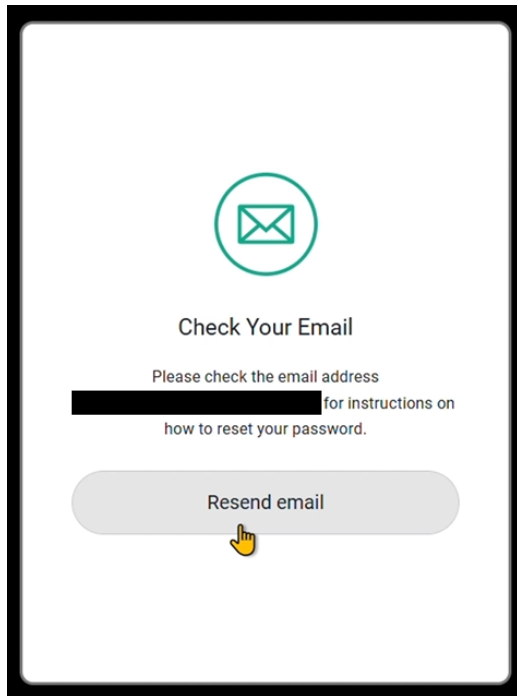
Email address*

☐ Verify you are human

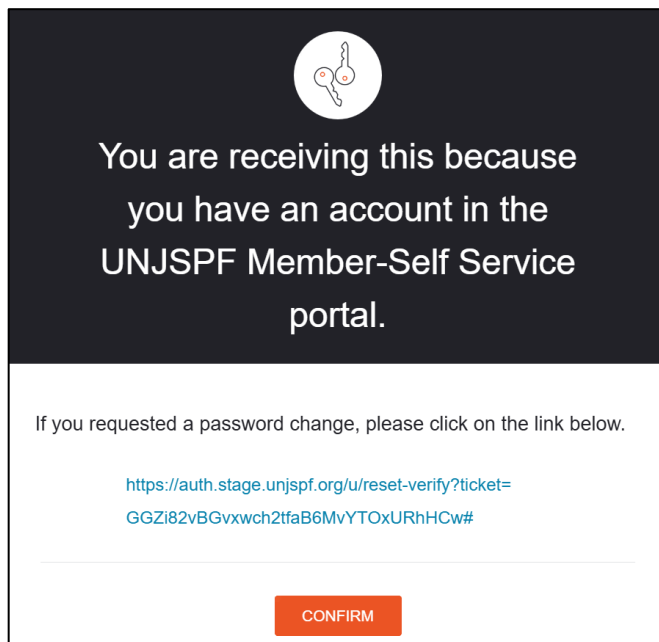
Continue

[Back to MSS Login](#)

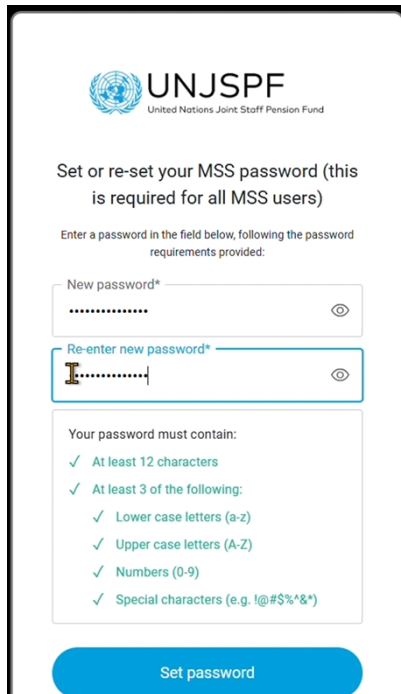
Step 4: The following message will appear.



Step 5: In a new tab, open your email inbox and click on the email just sent to you by the Fund. Click on the link in the email or the “Confirm” button.

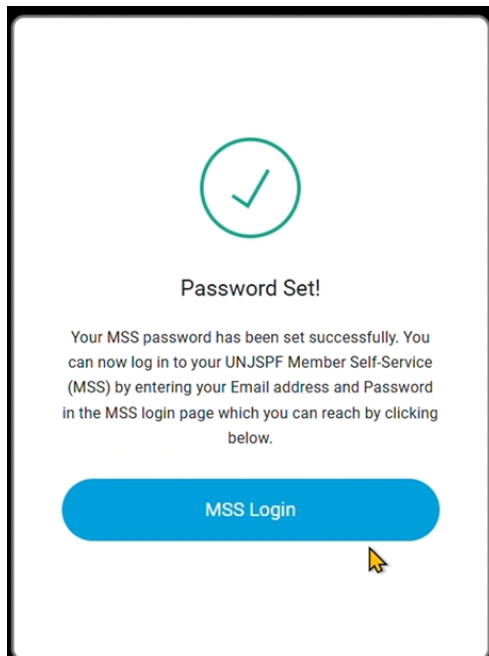


Step 6: Create a new password. Click on “Set Password” when you are done.



The screenshot shows the UNJSPF (United Nations Joint Staff Pension Fund) login page for setting or resetting an MSS password. At the top is the UNJSPF logo. Below it, the text reads: "Set or re-set your MSS password (this is required for all MSS users)". A sub-instruction says: "Enter a password in the field below, following the password requirements provided:". There are two input fields: "New password*" and "Re-enter new password*", both with eye icons for toggling visibility. Below the fields is a list of password requirements, each preceded by a green checkmark: "At least 12 characters", "At least 3 of the following:", "Lower case letters (a-z)", "Upper case letters (A-Z)", "Numbers (0-9)", and "Special characters (e.g. !@#\$%^&*)". At the bottom is a blue button labeled "Set password".

Step 7: The following confirmation message will appear. You are now able to log in MSS using the new password you just created.



The screenshot shows a confirmation message on a white background. At the top is a green circular icon with a white checkmark. Below it, the text reads: "Password Set!". A paragraph follows: "Your MSS password has been set successfully. You can now log in to your UNJSPF Member Self-Service (MSS) by entering your Email address and Password in the MSS login page which you can reach by clicking below." At the bottom is a blue button labeled "MSS Login". A mouse cursor is pointing at the button.