



UNJSPF

Cómo registrarse en el MSS

Paso 1: Acceda a la página de inicio del MSS en: <https://member.unjspf.org/>

Paso 2: Haga clic en el botón rojo "Register" en la parte inferior de la página.

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

Register Instructions

Paso 3: Complete el formulario con la siguiente información: ID de la CCPNU, nombre, apellido, fecha de nacimiento y una dirección de correo electrónico (a través de la cual se recibirán los correos electrónicos de registro).

UNJSPF Engl

* UNJSPF Unique Identification Number (UID)

Unique Identification Number

Invalid UNJSPF UID.

Your UNJSPF UID is your reference number which remains unchanged throughout your membership in the Fund. It is composed of 9 digits, often starting with multiple zeros.

The UNJSPF UID is included in all official communications from the UNJSPF, e.g., official welcome letter, benefit letters, COLA letters, Certificate of Entitlement (CE), etc.

For more information on how to obtain your UNJSPF UID, please click on the following link:
<https://www.unjspf.org/en/for-clients/unique-identification-number/>

First Name

Last Name

* Date of Birth dd/mm/yyyy

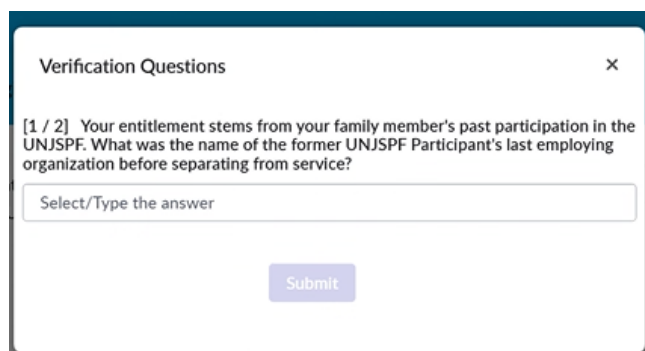
* Email

* Confirm Email

* Policy [Read and accept](#)

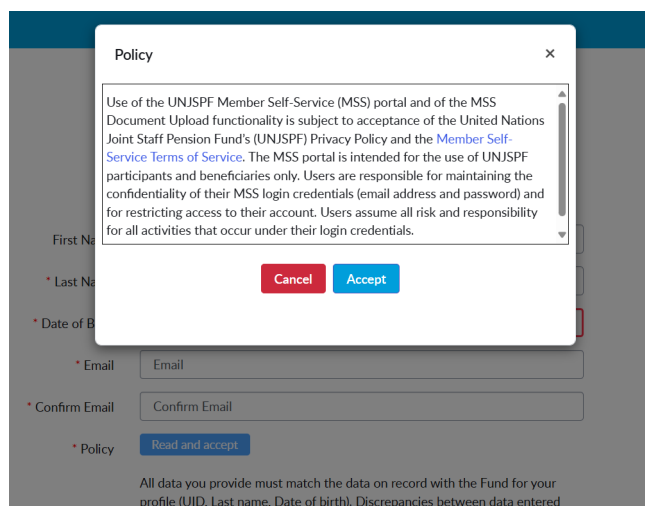
All data you provide must match the data on record with the Fund for your profile (UID, Last name, Date of birth). Discrepancies between data entered and the Fund's data will prevent a successful MSS registration.

Paso 4: Una vez que completes tu dirección de correo electrónico, aparecerá un nuevo campo llamado "Preguntas de seguridad". Haz clic en el botón azul "Verify" junto a él. Responde las preguntas de seguridad y haz clic en "Submit".



A dialog box titled "Verification Questions" with a close button (X) in the top right corner. The text inside reads: "[1 / 2] Your entitlement stems from your family member's past participation in the UNJSPF. What was the name of the former UNJSPF Participant's last employing organization before separating from service?". Below the text is a text input field with the placeholder "Select/Type the answer". At the bottom center is a blue "Submit" button.

Paso 5: Haga clic en el botón "Read and accept". Se abrirá una ventana con la política. Haga clic en "Accept" para continuar con el proceso de registro.



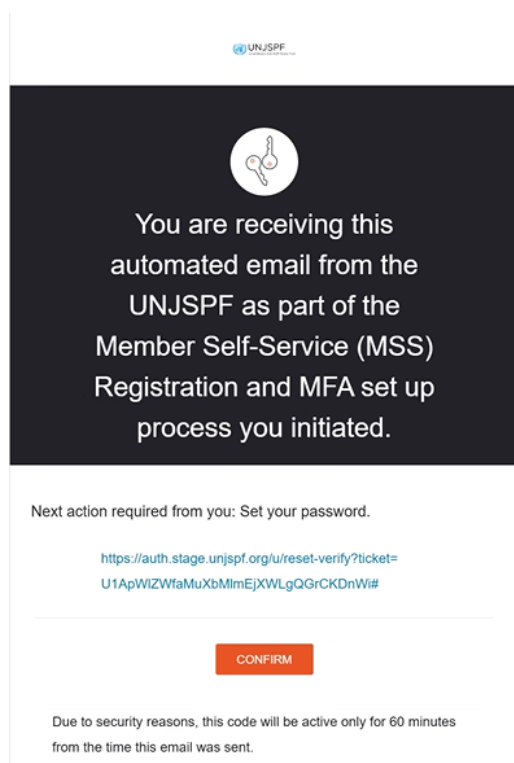
A dialog box titled "Policy" with a close button (X) in the top right corner. The text inside reads: "Use of the UNJSPF Member Self-Service (MSS) portal and of the MSS Document Upload functionality is subject to acceptance of the United Nations Joint Staff Pension Fund's (UNJSPF) Privacy Policy and the [Member Self-Service Terms of Service](#). The MSS portal is intended for the use of UNJSPF participants and beneficiaries only. Users are responsible for maintaining the confidentiality of their MSS login credentials (email address and password) and for restricting access to their account. Users assume all risk and responsibility for all activities that occur under their login credentials." Below the text are two buttons: "Cancel" (red) and "Accept" (blue). In the background, a registration form is visible with fields for "First Name", "Last Name", "Date of Birth", "Email", "Confirm Email", and a "Policy" section with a "Read and accept" button.

Paso 6: Haga clic en "Registrar". Aparecerá una pantalla confirmando que el registro se ha realizado correctamente. Recibirá un correo electrónico con un enlace para configurar su contraseña en la dirección proporcionada.



A screenshot of the UNJSPF website showing a registration confirmation message. The header includes the UNJSPF logo, language options (English, Help, Spanish/Your Family), and a navigation bar with a large image of flags. The main content area has a blue header "Registration (1/2): providing your information". The text reads: "Well done! You have completed the first step of your UNJSPF MSS account registration on 2025-06-17 14:43:41. There is just one step left: set your password. An automated email with instructions has been sent to you. Please follow the instructions to complete your registration. If you do not see the email in your inbox, be sure to check your SPAM or Junk folder." At the bottom, it says: "For support with Member Self-Service, contact the MSS Support team at mssupport@unjspf.org or via the Contact Us webpage <https://www.unjspf.org/contact-us/>".

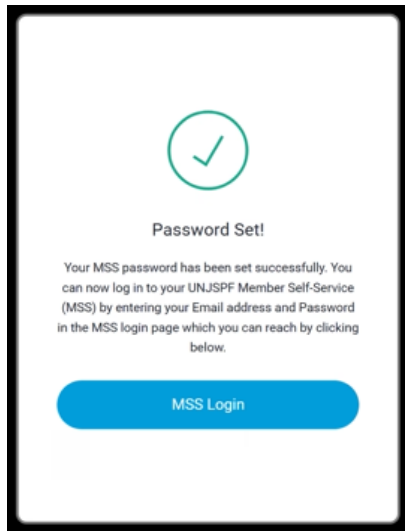
Paso 7: Abra su bandeja de entrada de correo electrónico y abra el correo electrónico enviado por la CCPPNU. Haga clic en el enlace o en el botón "Confirm" para establecer su contraseña.



Paso 8: Se abrirá una nueva ventana. Ingrese una contraseña y confírmela. Asegúrese de que la contraseña elegida cumpla con los requisitos especificados.

This is a screenshot of a password reset form for the United Nations Joint Staff Pension Fund (UNJSPF). The form is titled "Set or re-set your MSS password (this is required for all MSS users)". Below the title, it 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*", each with an eye icon to toggle visibility. At the bottom of the form is a blue button labeled "Set password".

Paso 9: Aparecerá una pantalla de confirmación indicando que se ha establecido su contraseña.



Paso 10: Has completado tu registro en MSS. Ya puedes iniciar sesión.