

See your pension online anytime, anywhere

<https://www.upslpensionscheme.co.uk/>

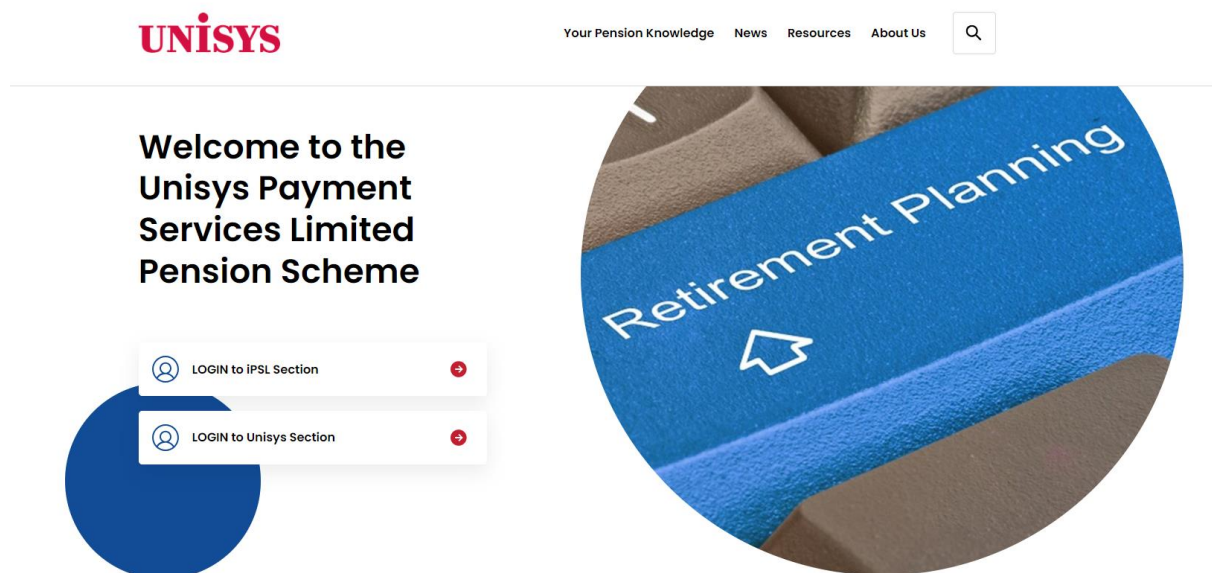
This is the home for all things about your pension in the Unisys Payment Services Limited Pension Scheme – Unisys Section.

You'll find useful information in the home page as well as recent announcements and news about the scheme.

To get full value out of everything available to you on the site, you'll need to create a log in by registering your details, setting up your email address and going through a short security process. This is explained over the page. Once you log in to the secure area, you then have full access to your own personal information, so at any time you can:

- **View & Update** your personal information
- **Update** your address
- **View** your annual pension at date of leaving
- **View** annual pension revalued to a current date
- **View** and print your pension payslips and P60s (pensioners and beneficiaries)
- **Model** your benefits at retirement
- **Update** your nominated beneficiaries
- **Tell us** how you prefer us to contact you
- **Submit** requests for pension illustrations and view the results online
- **View** your current pension in payment (pensioners and beneficiaries)

Turn over to see how simple it is to do.....



## How to set yourself up

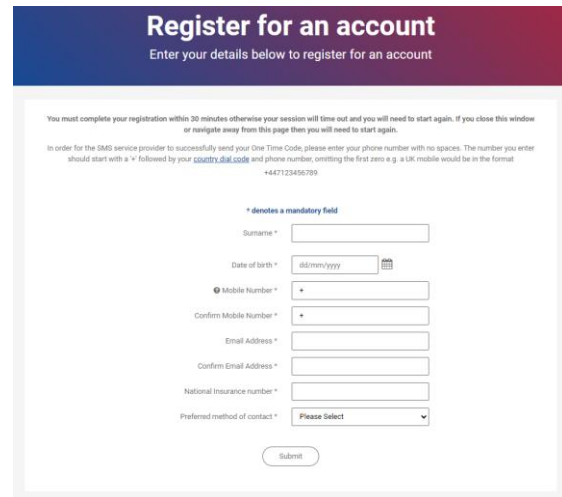
### 1. Step One

Go to <https://www.upslpensionscheme.co.uk/> and click on **LOGIN to Unisys Section**.

### 2. Step Two

Enter the following personal information:

- Surname
- Date of Birth
- National Insurance Number
- Mobile Telephone number (if you do not have a mobile phone number, you can enter a landline number instead)
- Personal Email address



The screenshot shows a registration form titled "Register for an account" with the subtitle "Enter your details below to register for an account". At the top, there is a warning: "You must complete your registration within 30 minutes otherwise your session will time out and you will need to start again. If you close this window or navigate away from this page then you will need to start again." Below this, a note states: "In order for the SMS service provider to successfully send your One Time Code, please enter your phone number with no spaces. The number you enter should start with a '+' followed by your country code and phone number, omitting the first zero e.g. a UK mobile would be in the format +447123456789". The form fields include: Surname (mandatory), Date of birth (with a calendar icon), Mobile Number (mandatory, with a dropdown for country code), Confirm Mobile Number (mandatory), Email Address (mandatory), Confirm Email Address (mandatory), National Insurance number (mandatory), and Preferred method of contact (a dropdown menu with "Please Select" as the current selection). A "Submit" button is at the bottom right.

### 3. Step Three

You'll be asked to choose a 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 you provided in Step 2 or by text to speech to a landline phone number. Please enter the One Time Code within 30 minutes to complete registration and click '**Submit**'. If you don't complete your registration within the time slot, you'll be returned to the start of the process.

## What happens next?

Tell us about any changes to your personal details and review the pension information that we hold for you.

Each time you log in a One Time Code will be sent by text message or text to speech as an additional layer of security to protect your information.

**If you have any problems with logging into the site you can either:**

**Tel: 020 7082 6031 ; or**

**Email: [unisys@hymans.co.uk](mailto:unisys@hymans.co.uk)**