



How to Register in the My.SSS Portal (Member Account)

How to Register in the My.SSS Portal (Member Account)

1

Go to www.sss.gov.ph
click the option
MEMBER under Portals.



How to Register in the My.SSS Portal (Member Account)

2

Click

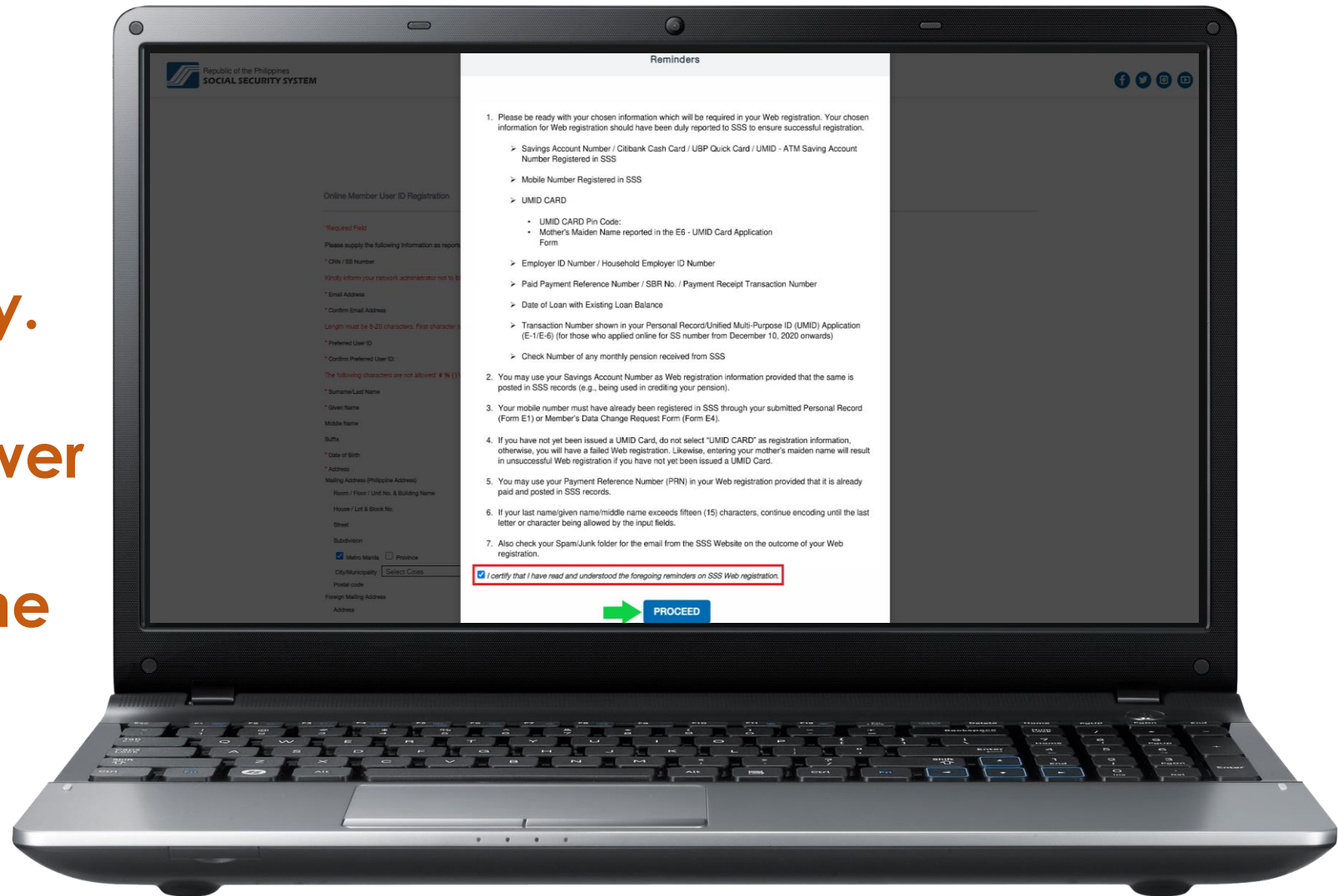


How to Register in the My.SSS Portal (Member Account)

3

**Read
the reminders carefully.**

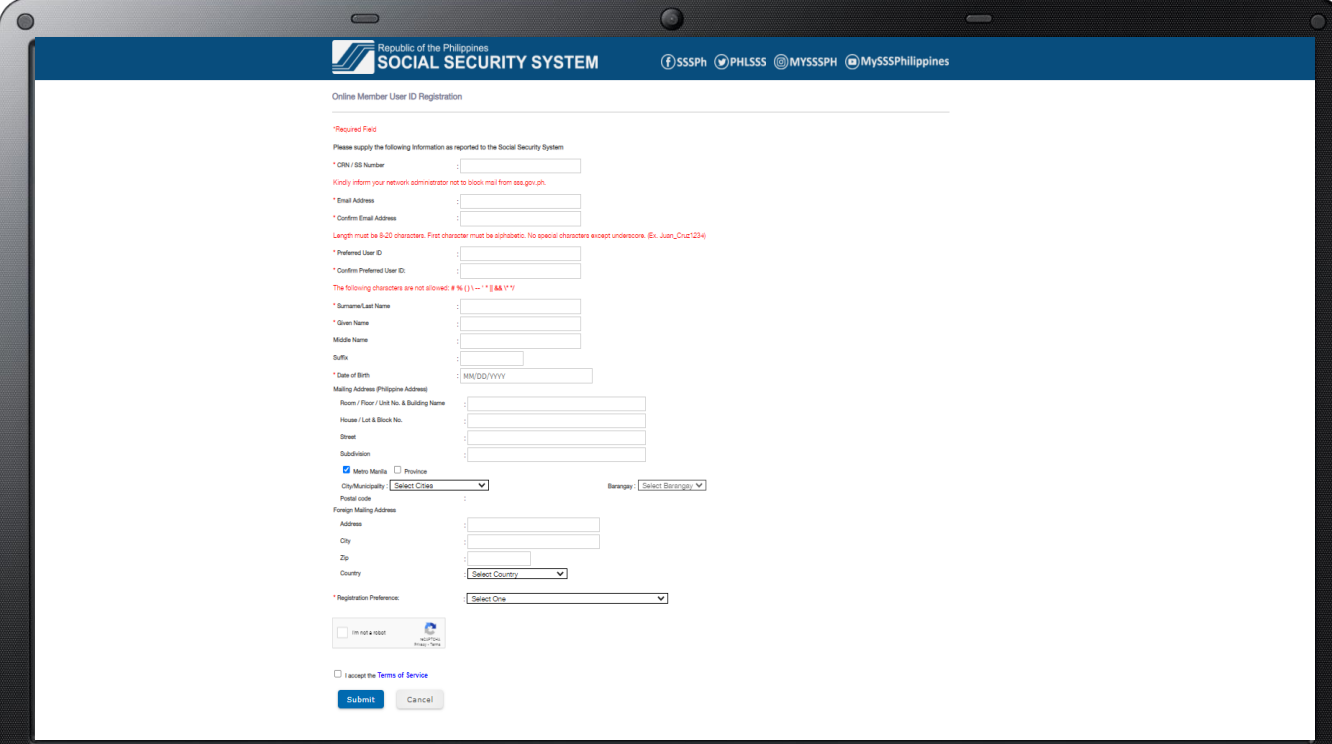
**Tick the box on the lower
part to certify
that you understood the
reminders
and then click on
the “Proceed” button.**



How to Register in the My.SSS Portal (Member Account)

4

Provide the required personal information.



The image shows a laptop displaying the 'Online Member User ID Registration' page of the Social Security System (SSS) of the Philippines. The page header includes the SSS logo and the text 'Republic of the Philippines SOCIAL SECURITY SYSTEM'. Below the header, the page title is 'Online Member User ID Registration'. The form contains several sections:

- *Required Field**: A note stating 'Please supply the following information as reported to the Social Security System.'
- *CIN / SS Number**: A text input field.
- *Email Address**: A text input field with a note: 'Kindly inform your network administrator not to block mail from sss.gov.ph.'
- *Confirm Email Address**: A text input field.
- *Preferred User ID**: A text input field.
- *Confirm Preferred User ID**: A text input field.
- *Surname/Last Name**: A text input field.
- *Given Name**: A text input field.
- *Middle Name**: A text input field.
- *Suffix**: A text input field.
- *Date of Birth**: A text input field with a format hint 'MM/DD/YYYY'.
- Mailing Address (Philippine Address)**: A section with multiple text input fields for 'Room / Floor / Unit No. & Building Name', 'House / Lot & Block No.', 'Street', and 'Subdivision'. It includes radio buttons for 'Metro Manila' and 'Province', and dropdown menus for 'City/Municipality' and 'Barangay'.
- Foreign Mailing Address**: A section with text input fields for 'Address', 'City', 'Zip', and a dropdown for 'Country'.
- *Registration Preference**: A dropdown menu with 'Select One'.
- *I'm not a robot**: A checkbox with a CAPTCHA icon.
- *I accept the Terms of Service**: A checkbox.
- Submit** and **Cancel** buttons.

How to Register in the My.SSS Portal (Member Account)

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Select among the choices provided for your Registration Preference. Then supply the required information.

Foreign Mailing Address

Address :

City :

Zip :

Country :

* Registration Preference:

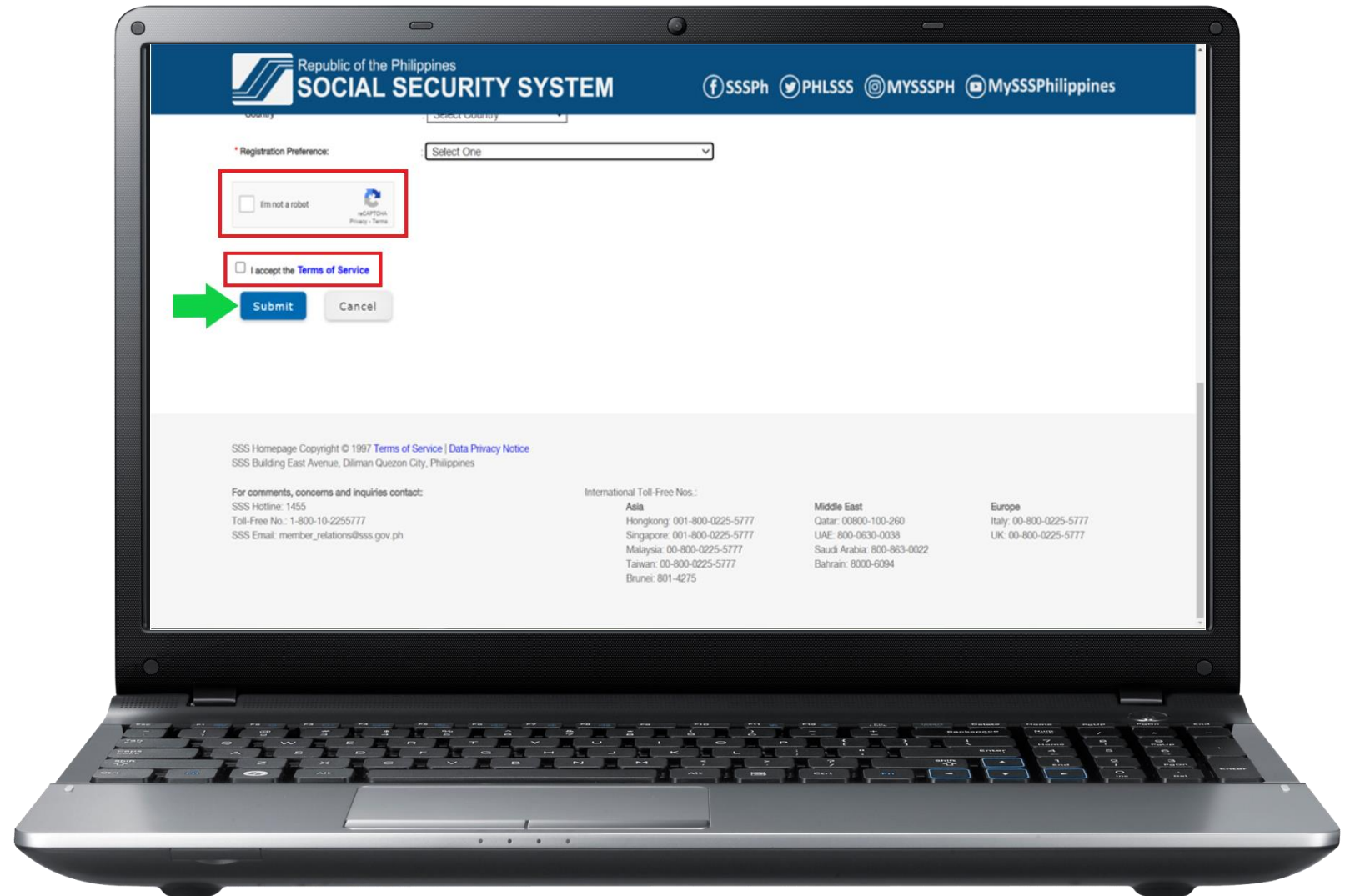
Select One

- Savings Account Number / Citibank Cash Card / UBP Quick Card / UMID - ATM Saving Account Number Registered in SSS
- Mobile Number Registered in SSS
- UMID CARD
- Employer ID Number / Household Employer ID Number
- Paid Payment Reference Number / SBR No. / Payment Receipt Transaction Number
- Date of Loan with Existing Loan Balance
- Transaction Number shown in your Personal Record/Unified Multi-Purpose ID (UMID) Application (E-1/E-6) (for those who applied online for SS number from December 10, 2020 onwards)
- Check Number of any monthly pension of retiree/disability pensioner who is receiving the pension benefit through check

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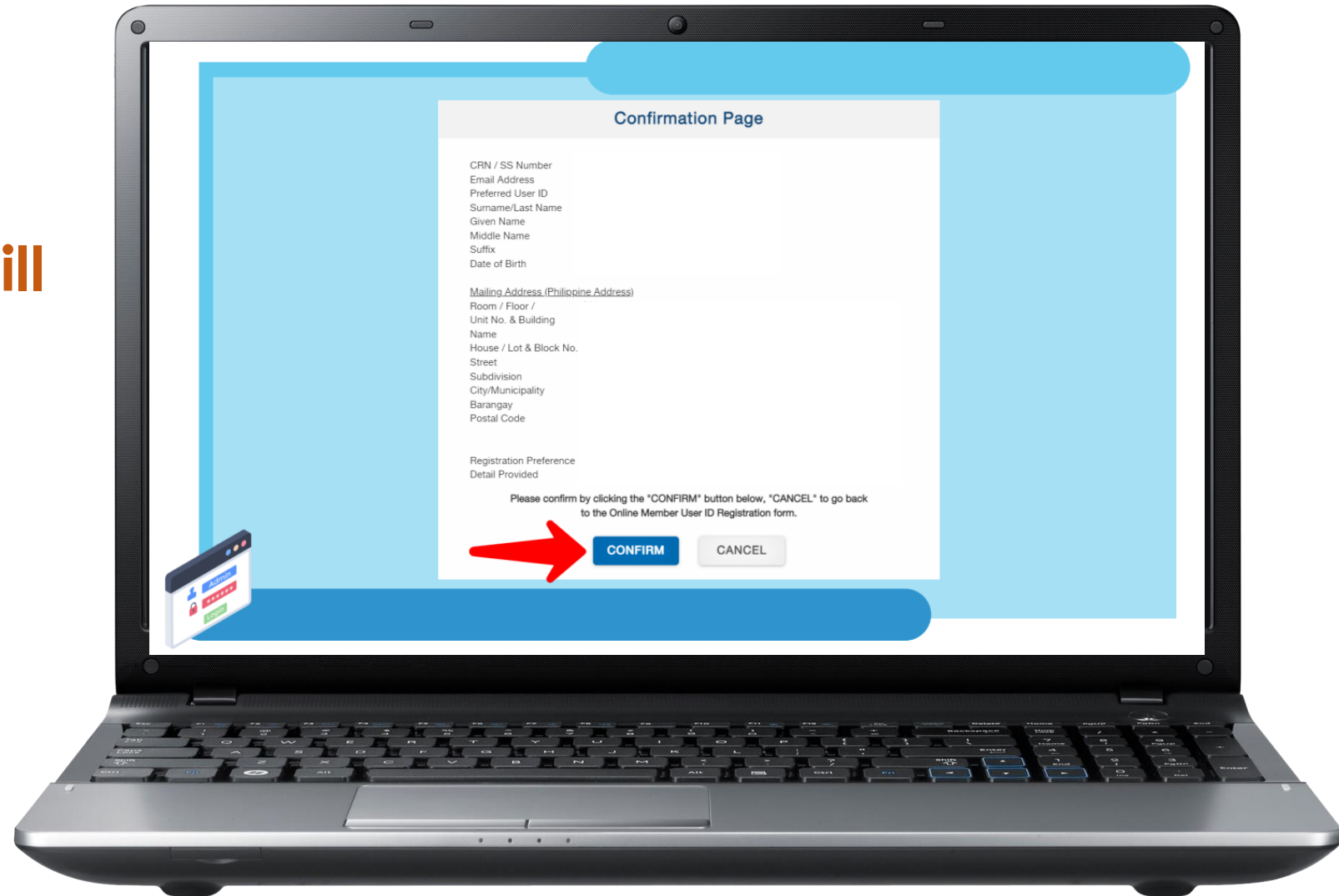
Click the “I’m not a robot” and the “I accept the Terms of Service” then submit.



How to Register in the My.SSS Portal (Member Account)

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Confirmation Page will be displayed. Review and click "Confirm" if all details are correct.

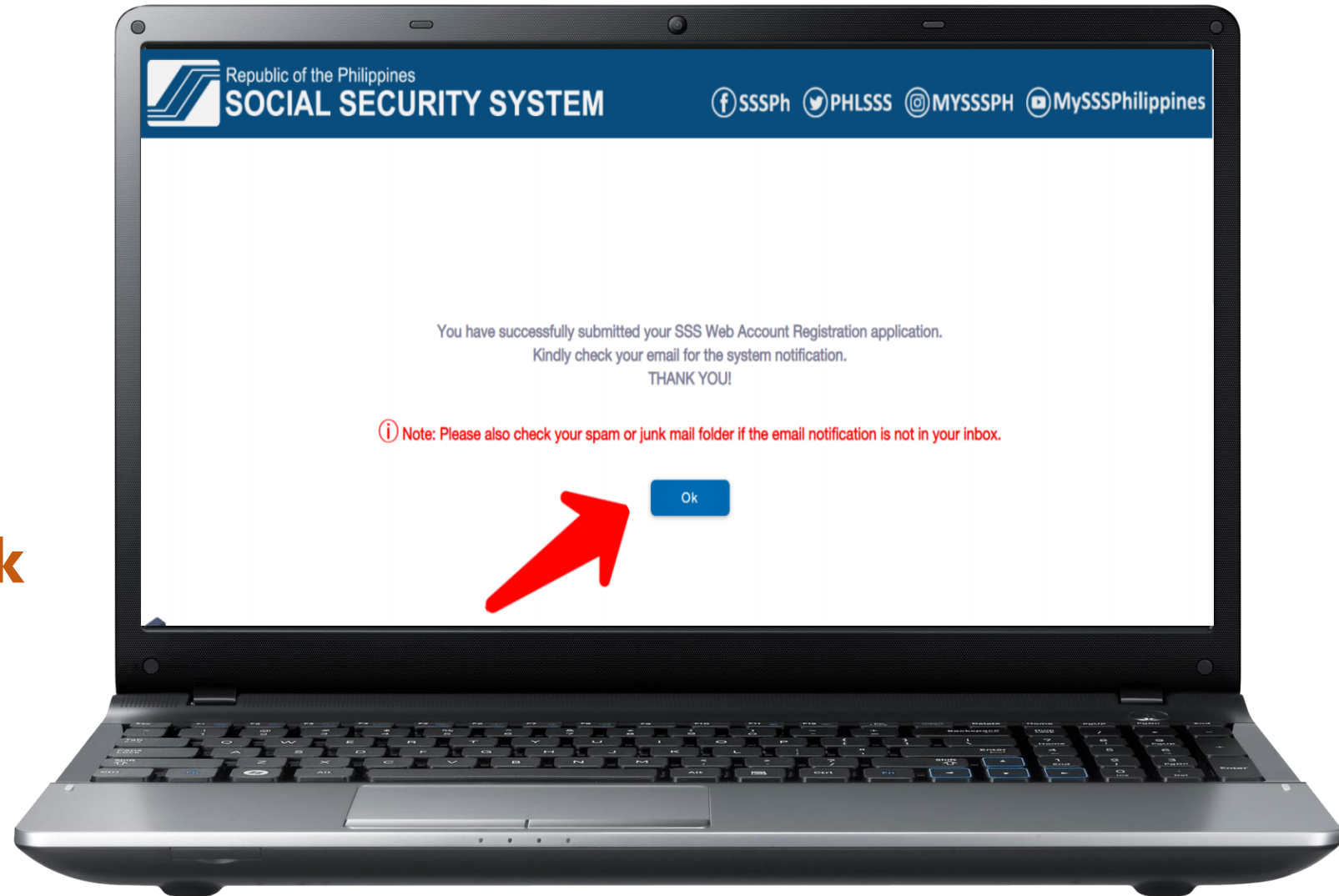


How to Register in the My.SSS Portal (Member Account)

8

Upon submission, a confirmation message will appear. Click "OK".

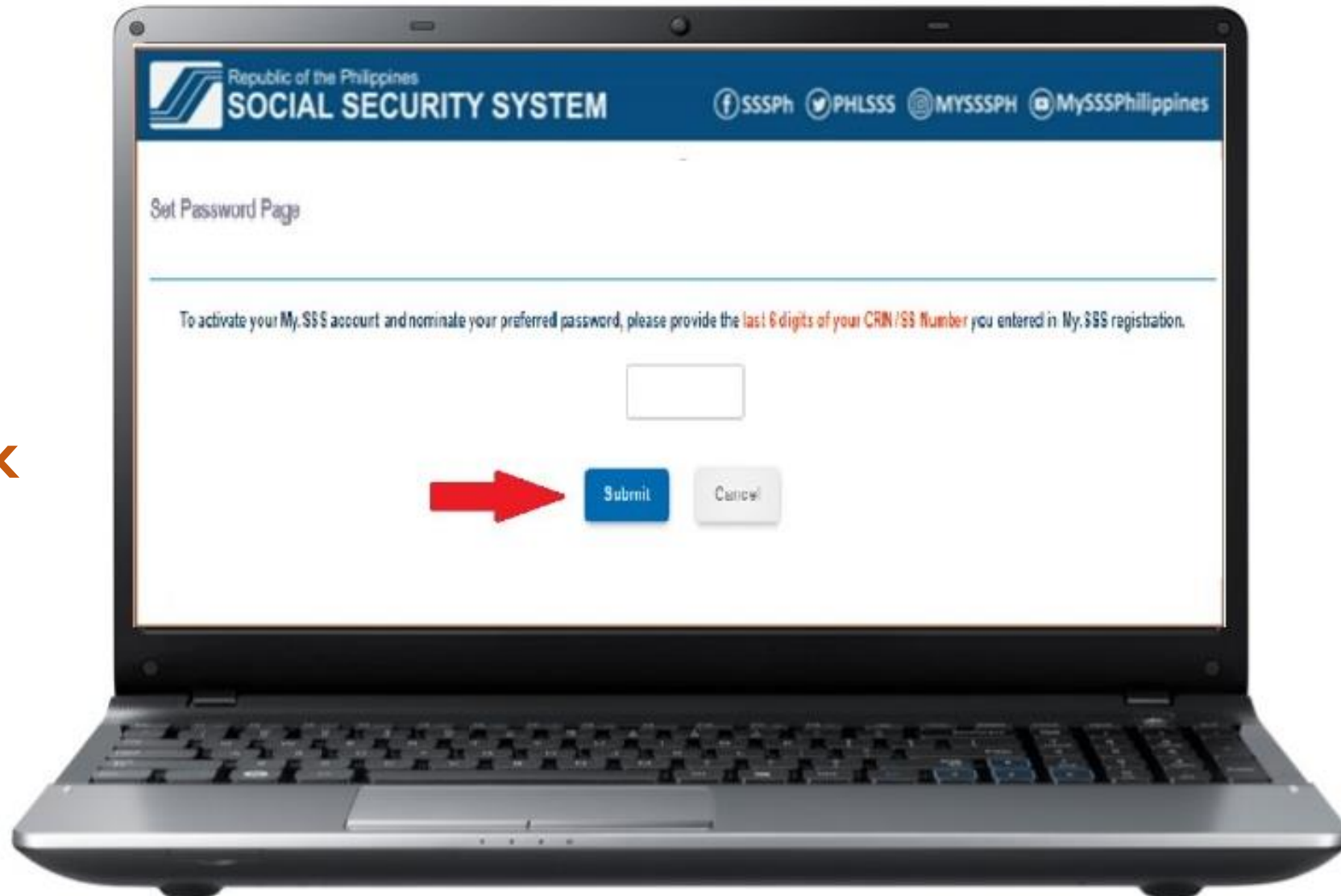
Check your email for the password setup. Click the link "clicking here."
Then you will be directed to the set password page.



How to Register in the My.SSS Portal (Member Account)

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Enter the last 6 digits of your CRN / SS number then click “Submit”.



How to Register in the My.SSS Portal (Member Account)

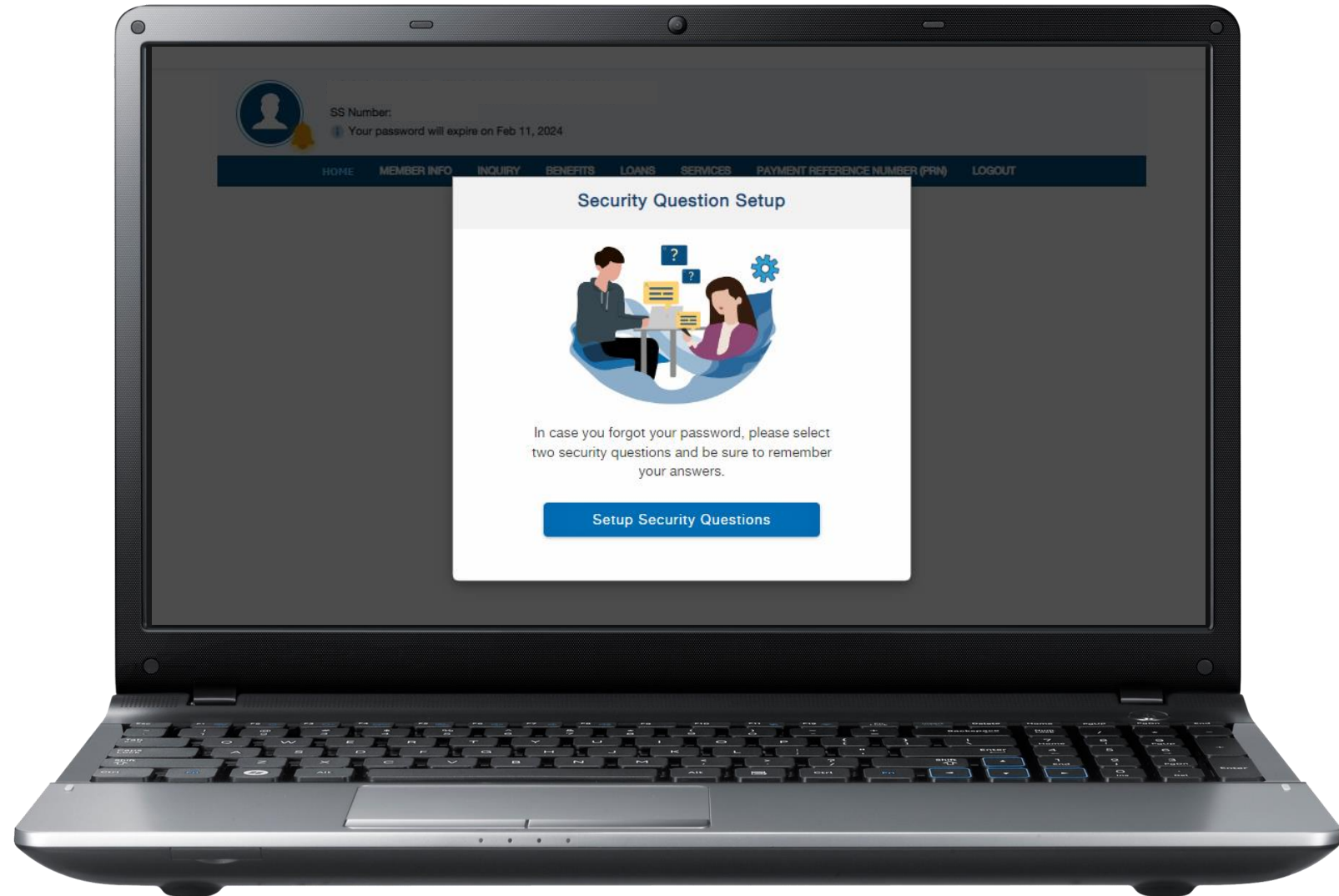
10

Enter your preferred password then click "Submit".



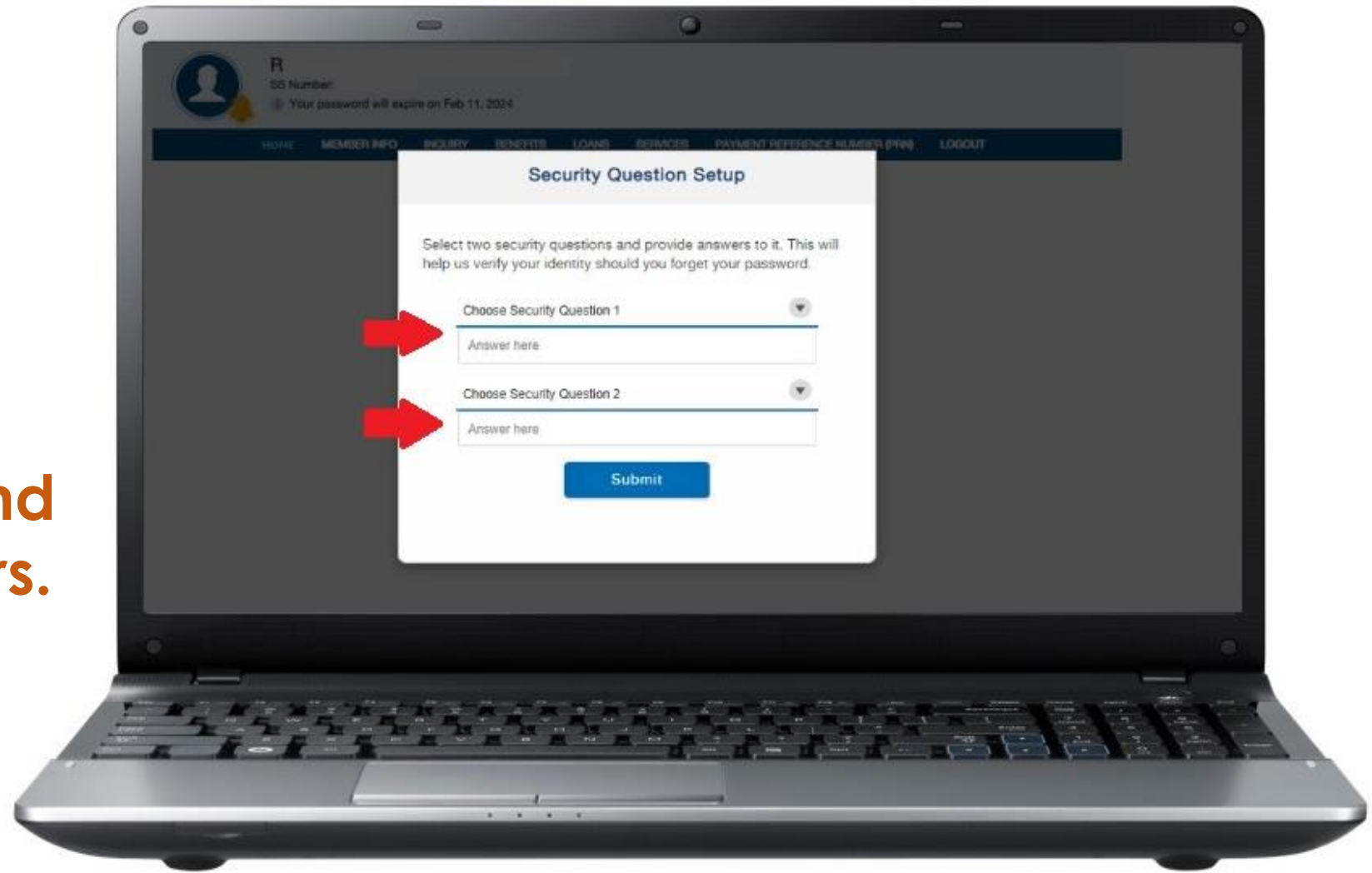
11

After setting up your password, you will be directed to Security Question Setup.



12

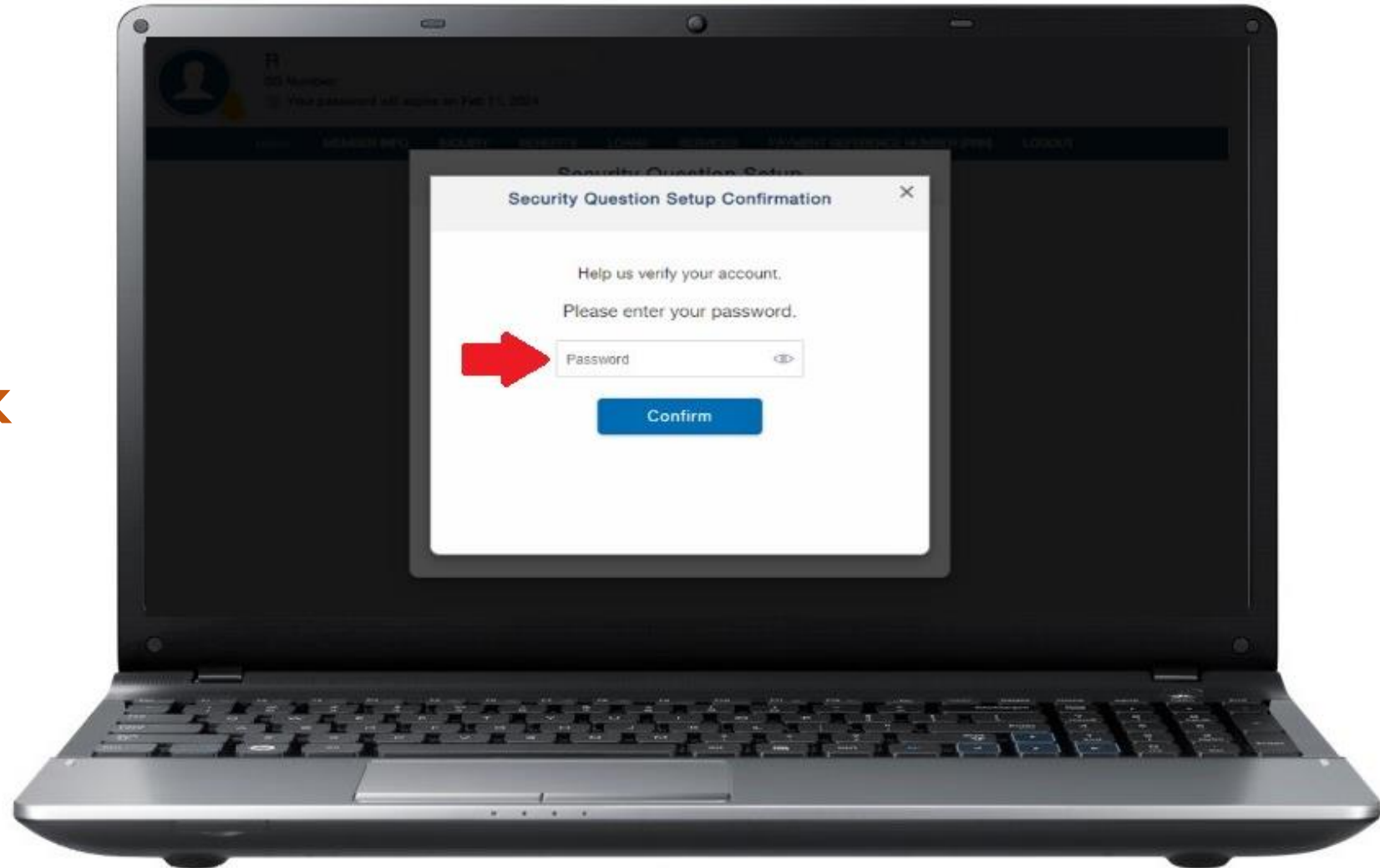
Select two security questions from the drop-down menu and provide your answers.



How to Register in the My.SSS Portal (Member Account)

13

Enter your password then click "Confirm".

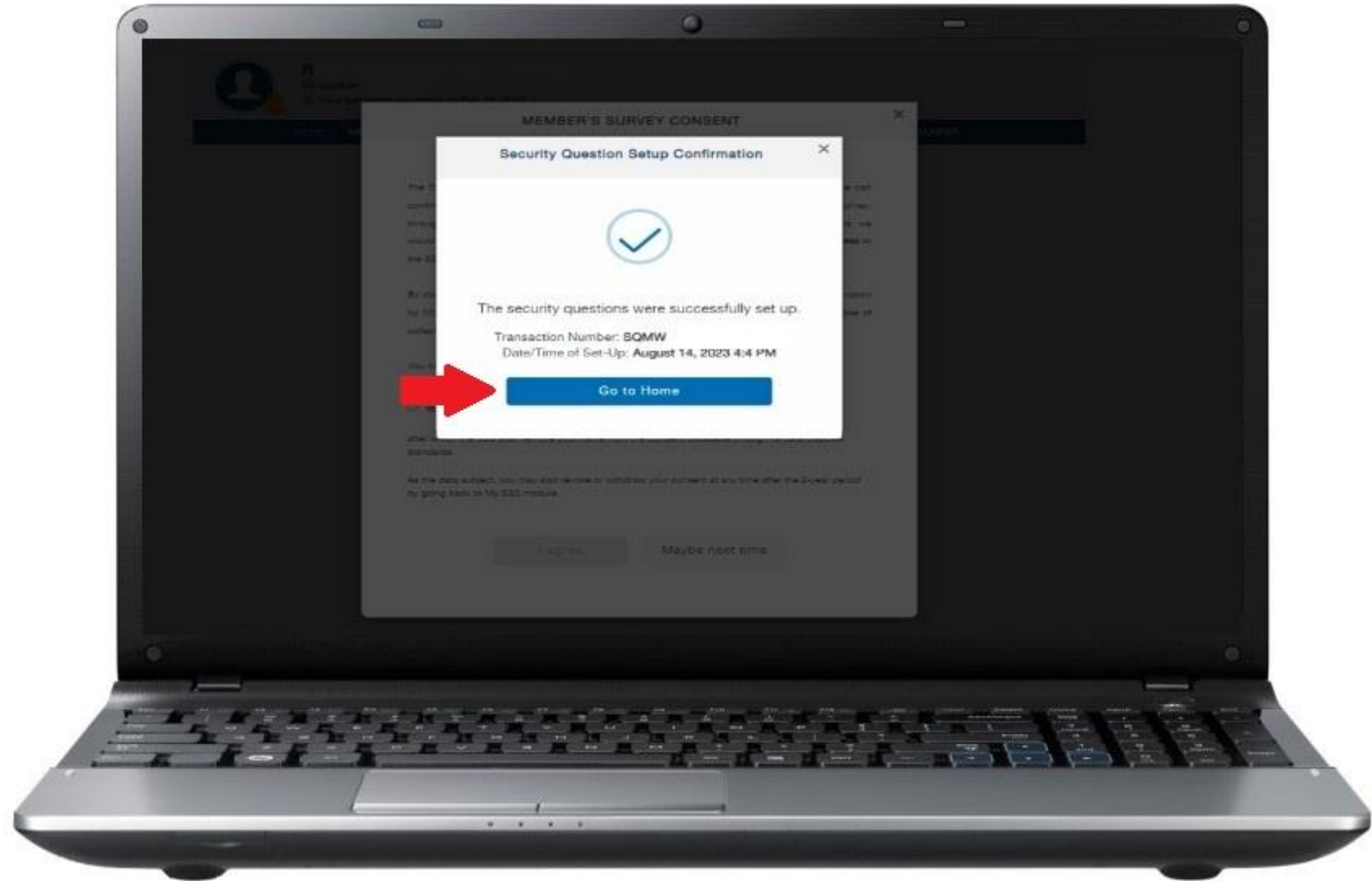


How to Register in the My.SSS Portal (Member Account)

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Once you have successfully set up your security questions, the transaction number will be displayed.

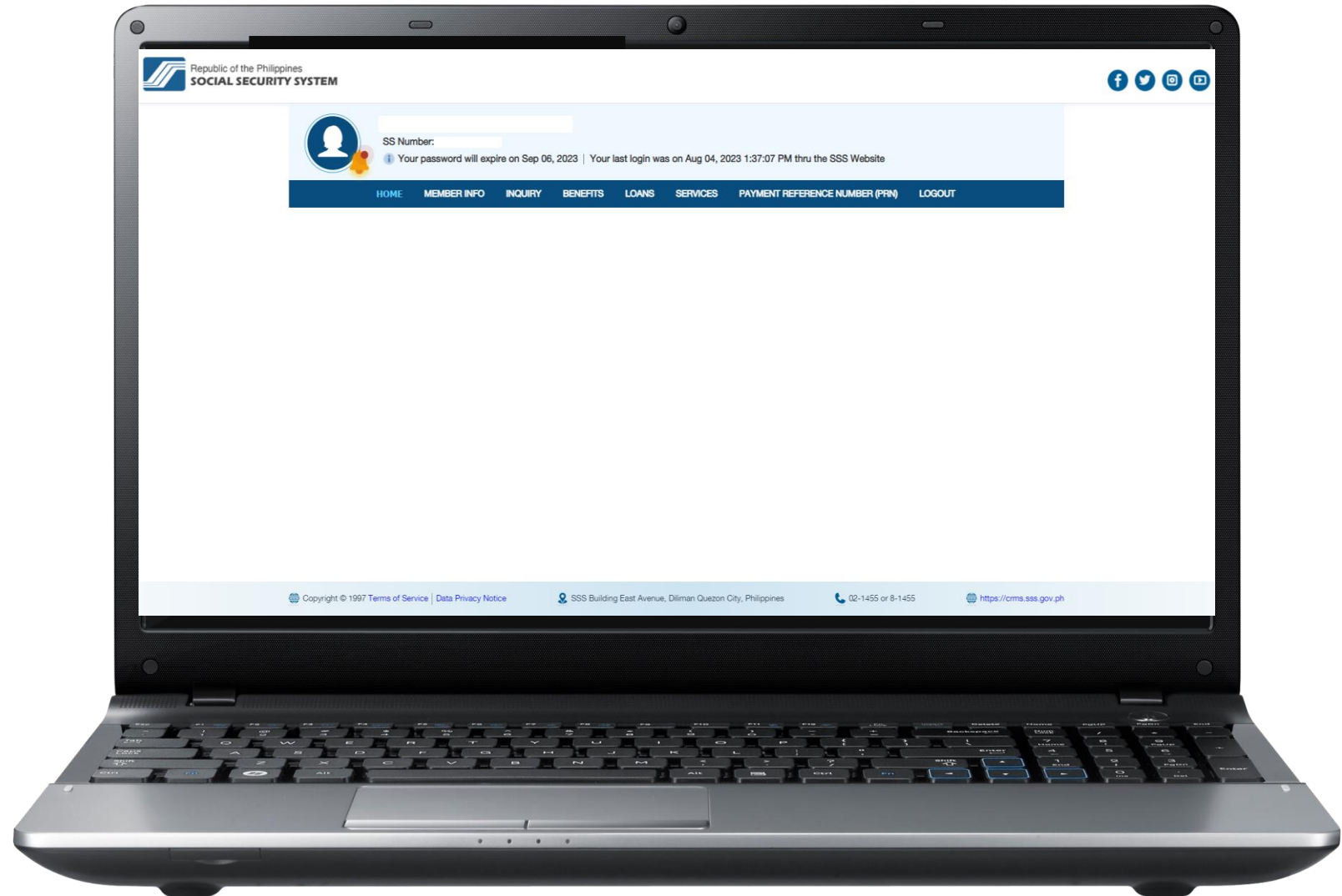
Click "Go to Home" to proceed.



How to Register in the My.SSS Portal (Member Account)

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You will be directed to the My.SSS member account homepage.





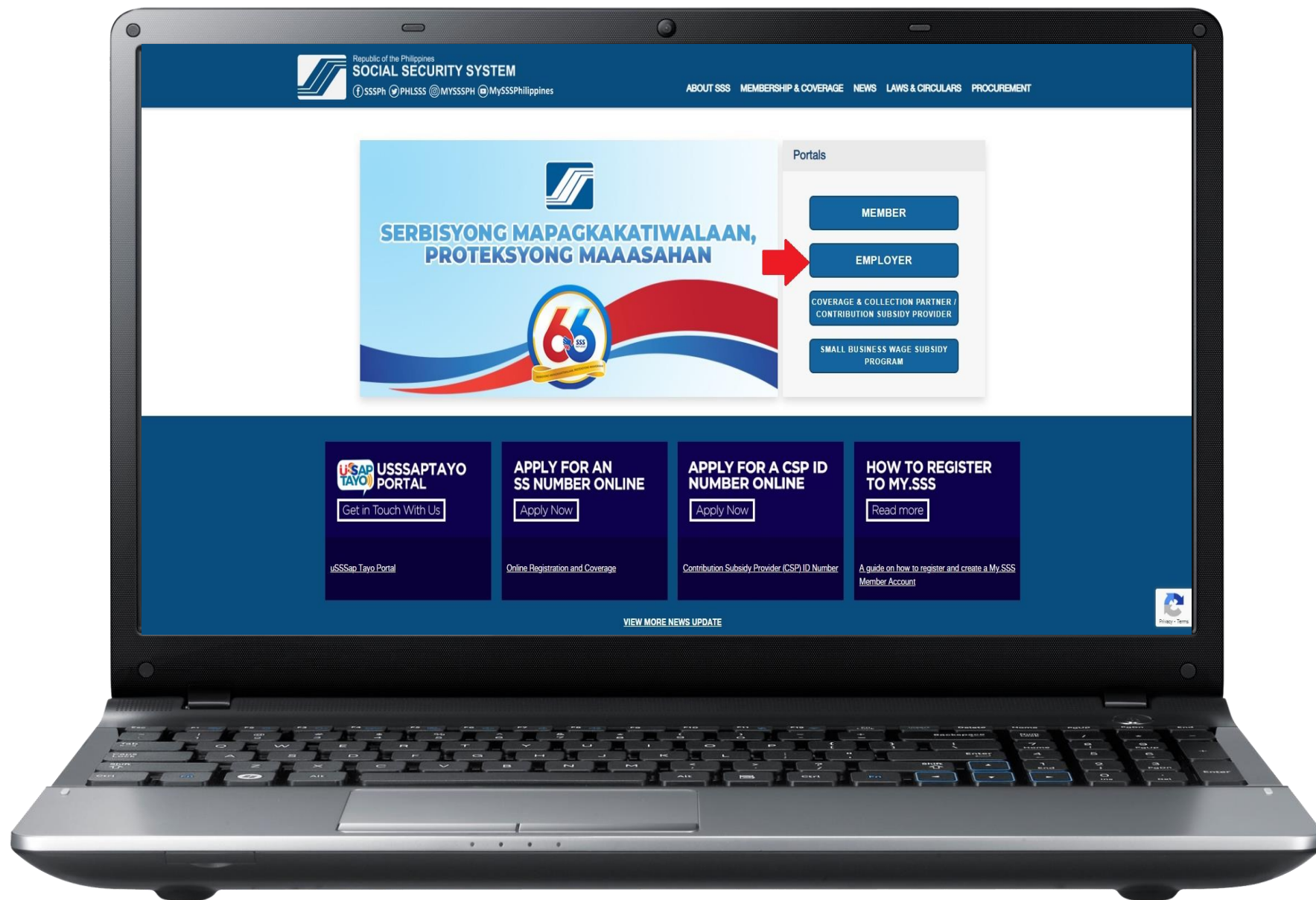
How to Register in the My.SSS Portal

Regular Employer Account

How to Register in the My.SSS Portal (Regular Employer Account)

1

Go to www.sss.gov.ph
click the option **EMPLOYER** under Portals.



How to Register in My.SSS Portal (Regular Employer Account)

2

Click

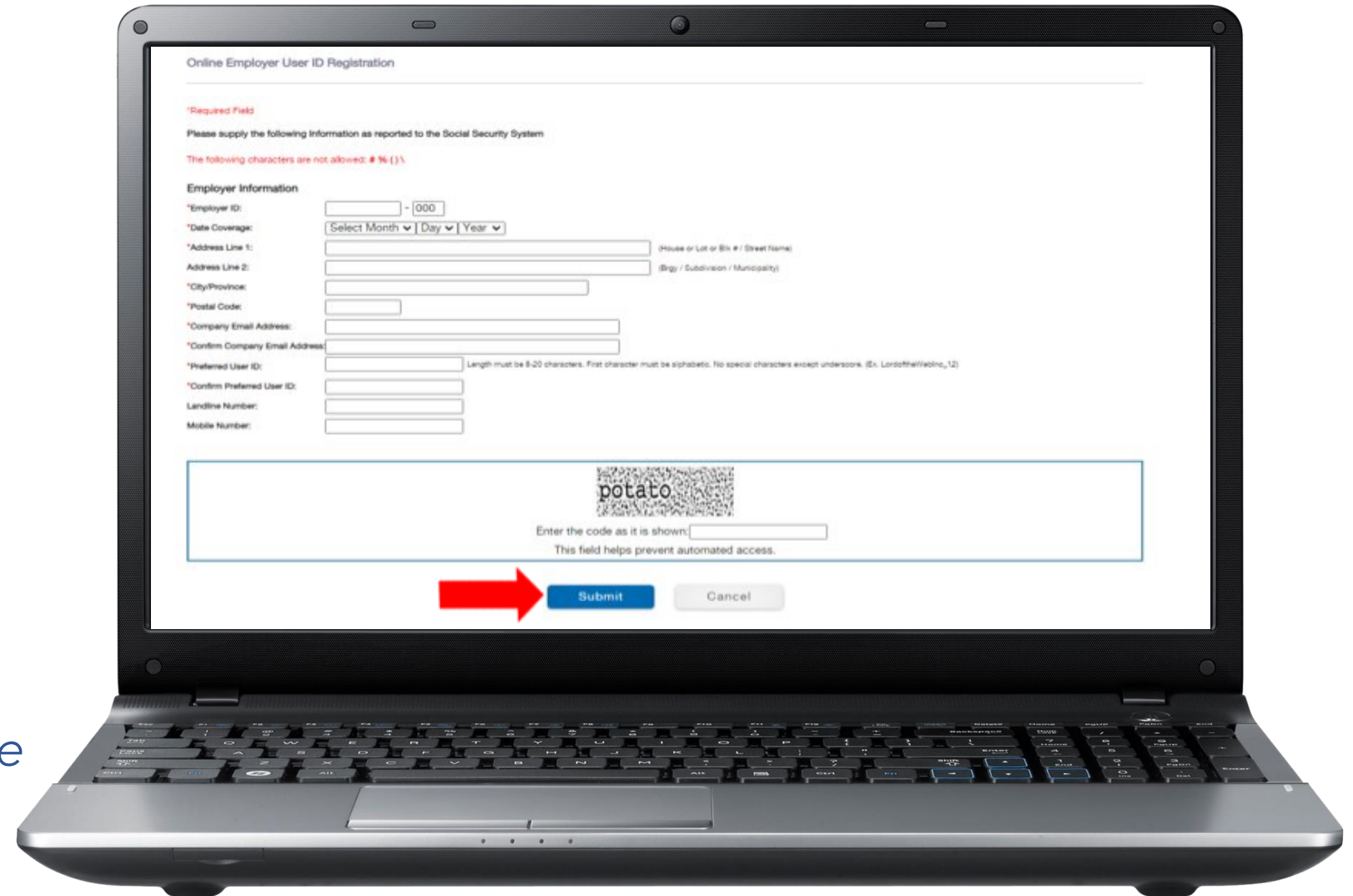


How to Register in My.SSS Portal (Regular Employer Account)

3

Phase 1: Provide the information needed. Then enter the code and click “Submit.”

Note: Check the inbox of the registered email address to access the link directing to Phase 2.



Online Employer User ID Registration

***Required Field**

Please supply the following information as reported to the Social Security System

The following characters are not allowed: # % () \

Employer Information

*Employer ID: - 000

*Date Coverage: Select Month Day Year

*Address Line 1: (House or Lot or Bldg # / Street Name)

Address Line 2: (Brgy / Subdivision / Municipality)

*City/Province:

*Postal Code:

*Company Email Address:

*Confirm Company Email Address:

*Preferred User ID: Length must be 8-20 characters. First character must be alphabetic. No special characters except underscore. (Ex: Loro@ffw@edsa_12)

*Confirm Preferred User ID:

Landline Number:

Mobile Number:

potato

Enter the code as it is shown:

This field helps prevent automated access.

How to Register in My.SSS Portal (Regular Employer Account)

4

Phase 2: Fill out the required information on Employer Authorized Signatory. After successful submission, the registration will now be for branch approval.

Once the registration was approved by the branch, the employer will receive an email notification containing the activation link of their Web account.

Click the link “[click here](#)” then you will be directed to the set password page.

Online Employer User ID Registration

***Required Field**

Please supply the following information as reported to the Social Security System

Employer Information

*Employer ID: [] - 000

*Date Coverage: February | 1 | 2014

*Address Line 1: PM CORPORATE OFFICE (House or Lot or Blk # / Street Name)

Address Line 2: JW DIOKNO BLVD (Brgy / Subdivision / Municipality)

*City/Province: Pasay City

*Postal Code: 1300

Landline: 9998888

Mobile: 0999999999

*Company Email Address: companyABC@yahoo.com

*Preferred User ID: ABCCompany123

Single Proprietor (Please check the box if a Single Proprietor and the sole Employer Authorized Signatory.)

Employer Authorized Signatory

*SS Number: []

*First Name: []

Middle Name: []

*Last Name: []

*Email Address: []

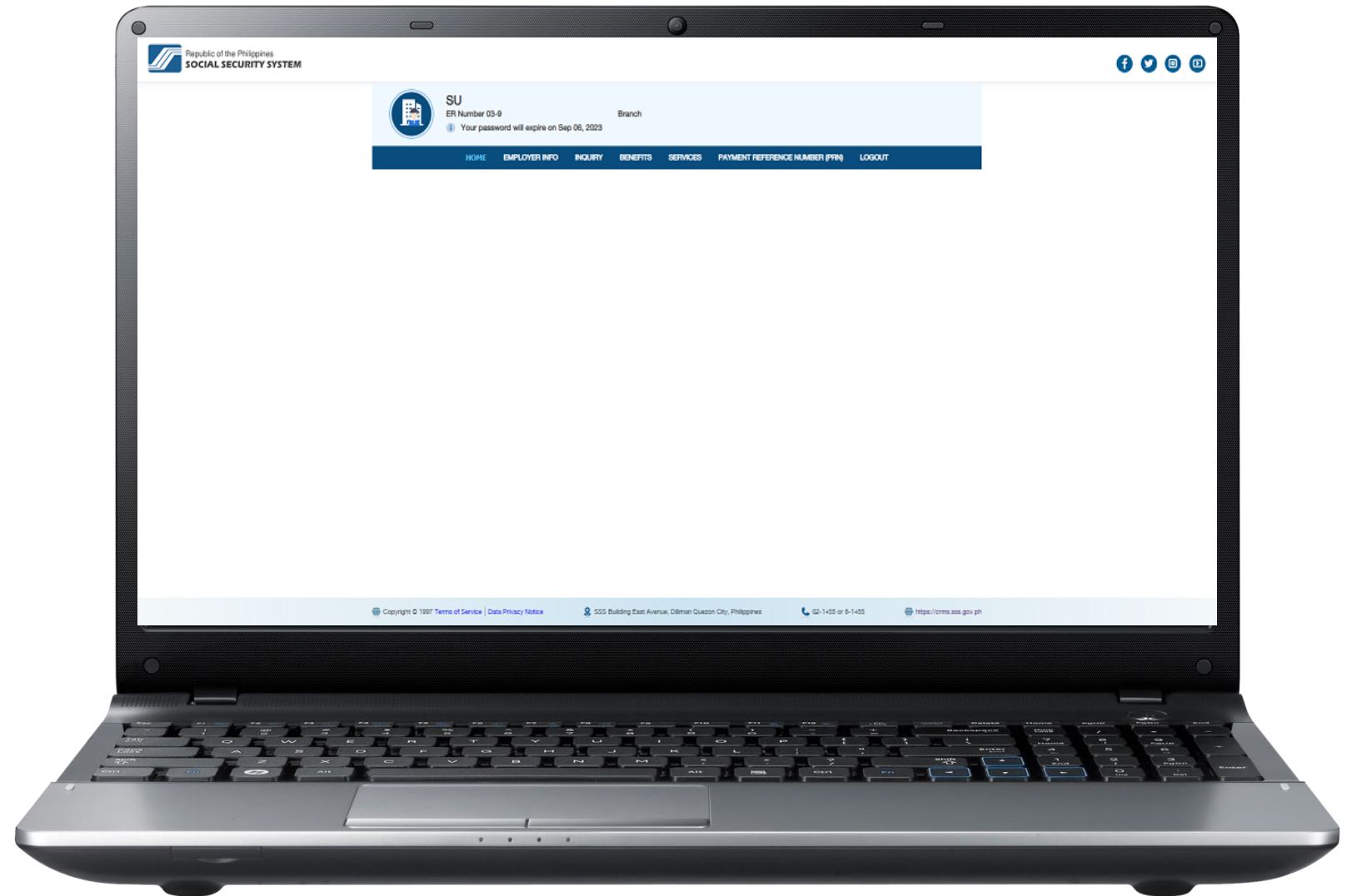
I accept the [Terms of Service](#)

Submit Cancel

How to Register in My.SSS Portal (Regular Employer Account)

5

After successful password setup, you will be directed to the Employer account homepage.





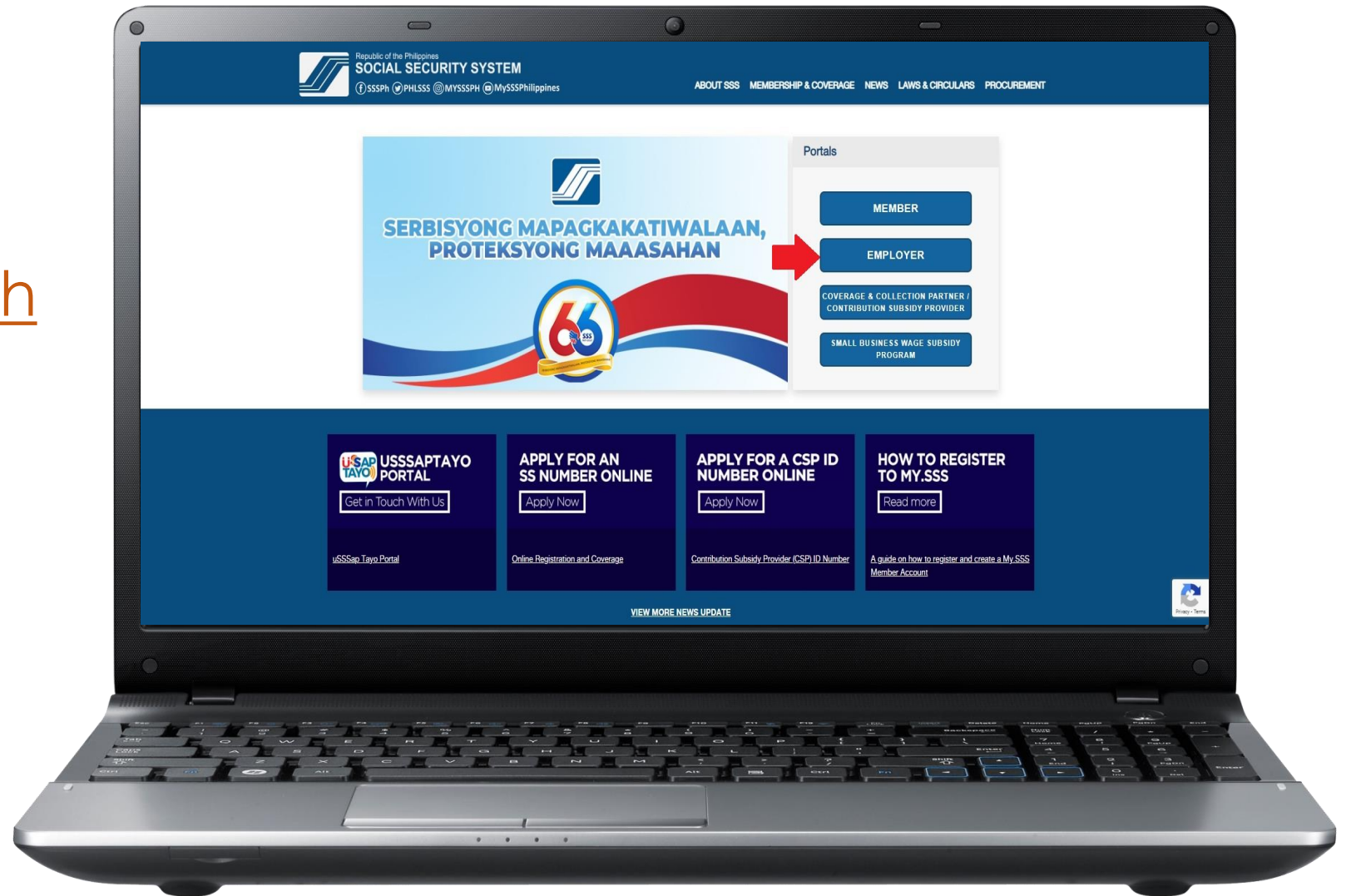
How to Register in the My.SSS Portal

Household Employer Account

How to Register in the My.SSS Portal (Household Employer Account)

1

Go to www.sss.gov.ph
click the option
EMPLOYER under
Portals.



How to Register in My.SSS Portal (Household Employer Account)

2

Click

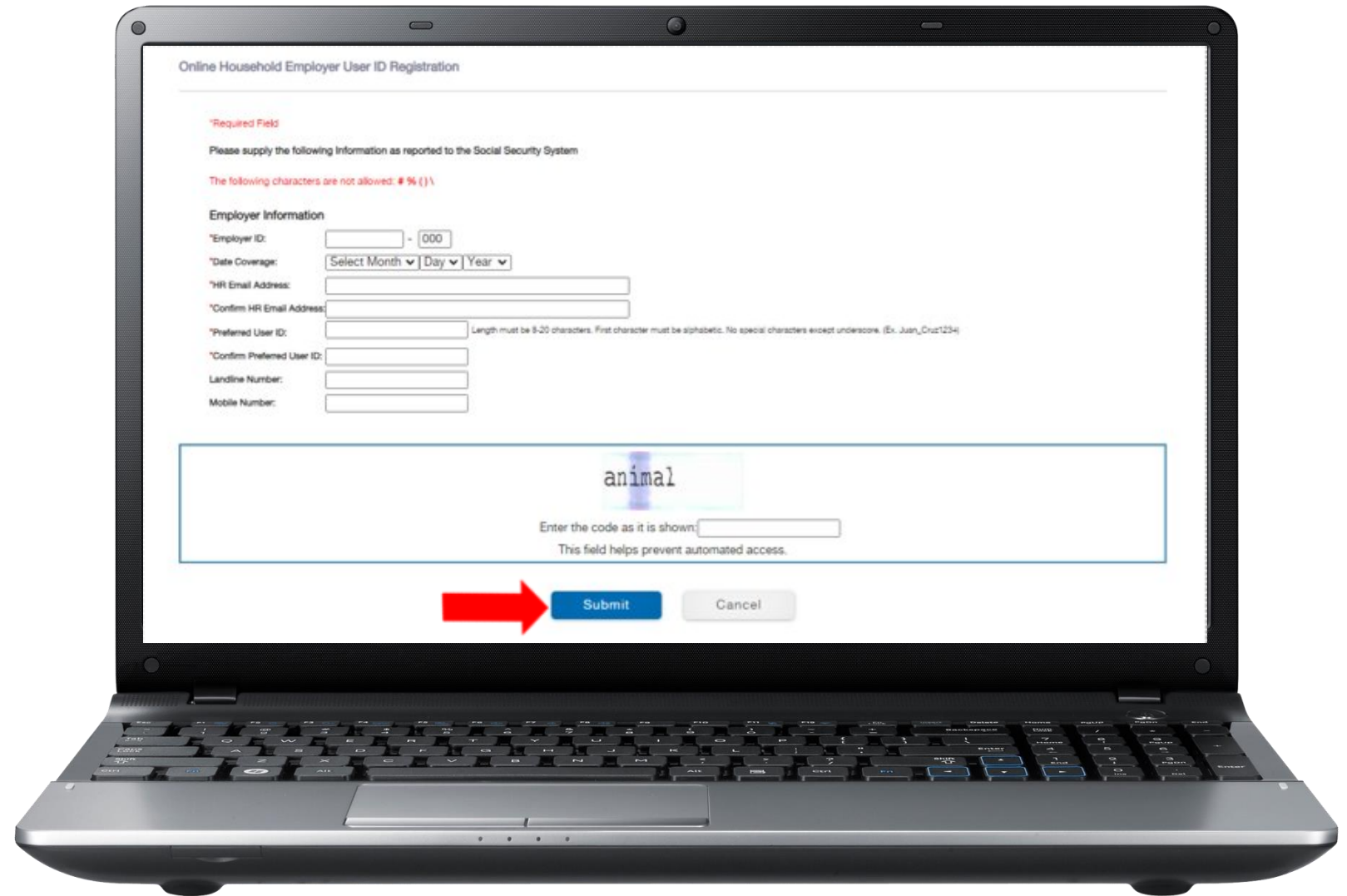


How to Register in My.SSS Portal (Household Employer Account)

3

Provide the information needed. Then enter the code and click “Submit.”

Please check registered email address to access given link and supply the required information.



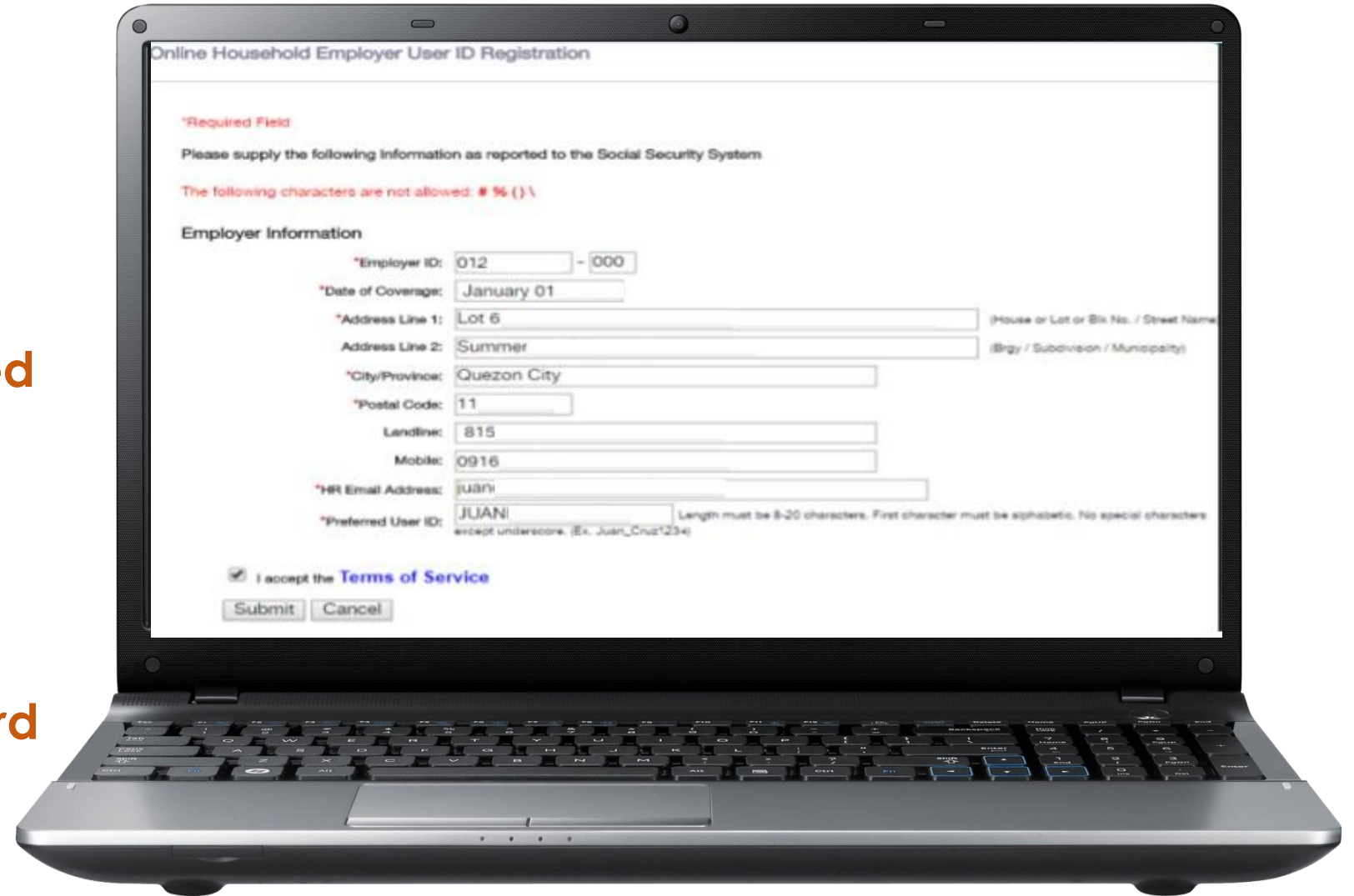
The screenshot shows a laptop displaying the 'Online Household Employer User ID Registration' page. The page includes a 'Required Field' section with instructions to provide information as reported to the Social Security System. A warning states that certain characters are not allowed. The form fields include: Employer ID (with a suffix of 000), Date Coverage (with dropdowns for Month, Day, and Year), HR Email Address, Confirm HR Email Address, Preferred User ID (with a note that length must be 8-20 characters and first character must be alphabetic), Confirm Preferred User ID, Landline Number, and Mobile Number. A CAPTCHA image showing the word 'animal' is displayed, with a text prompt 'Enter the code as it is shown:' and a small input field. Below the CAPTCHA are 'Submit' and 'Cancel' buttons, with a red arrow pointing to the 'Submit' button.

How to Register in My.SSS Portal (Household Employer Account)

4

After providing the required information, please check the registered email address for the password setup.

Click the link “[click here](#)” then you will be directed to the set password page.



Online Household Employer User ID Registration

***Required Field**

Please supply the following information as reported to the Social Security System

The following characters are not allowed: # % () \

Employer Information

*Employer ID: 012 - 000

*Date of Coverage: January 01

*Address Line 1: Lot 6 (House or Lot or Blk No. / Street Name)

Address Line 2: Summer (Brgy / Subdivision / Municipality)

*City/Province: Quezon City

*Postal Code: 11

Landline: 815

Mobile: 0916

*HR Email Address: JUAN

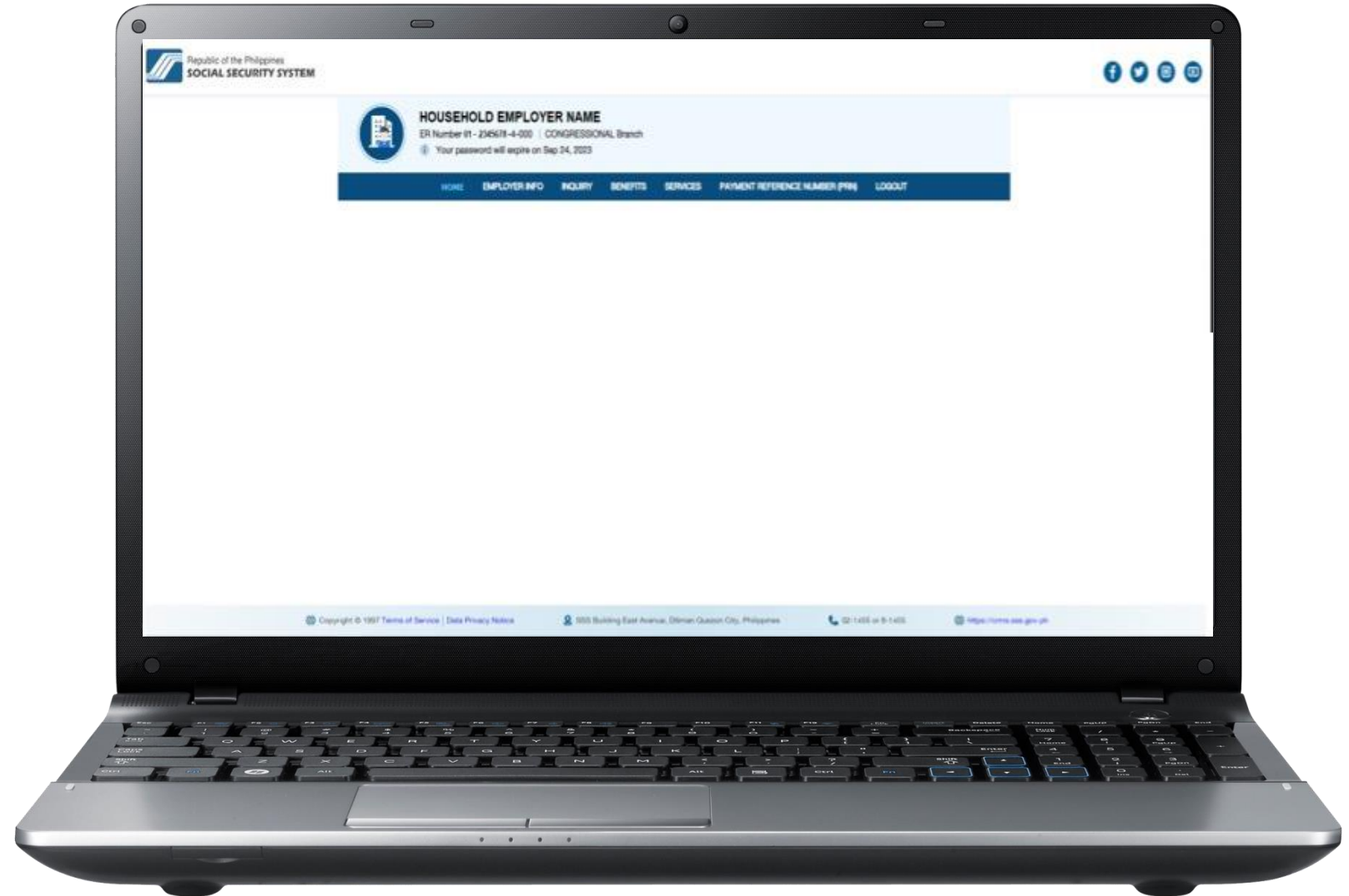
*Preferred User ID: JUAN (Length must be 8-20 characters. First character must be alphabetic. No special characters except underscore. (Ex. Juan_Cruz1234))

I accept the [Terms of Service](#)

How to Register in My.SSS Portal (Household Employer Account)

5

After successful password setup, you will be directed to the Household Employer account homepage.





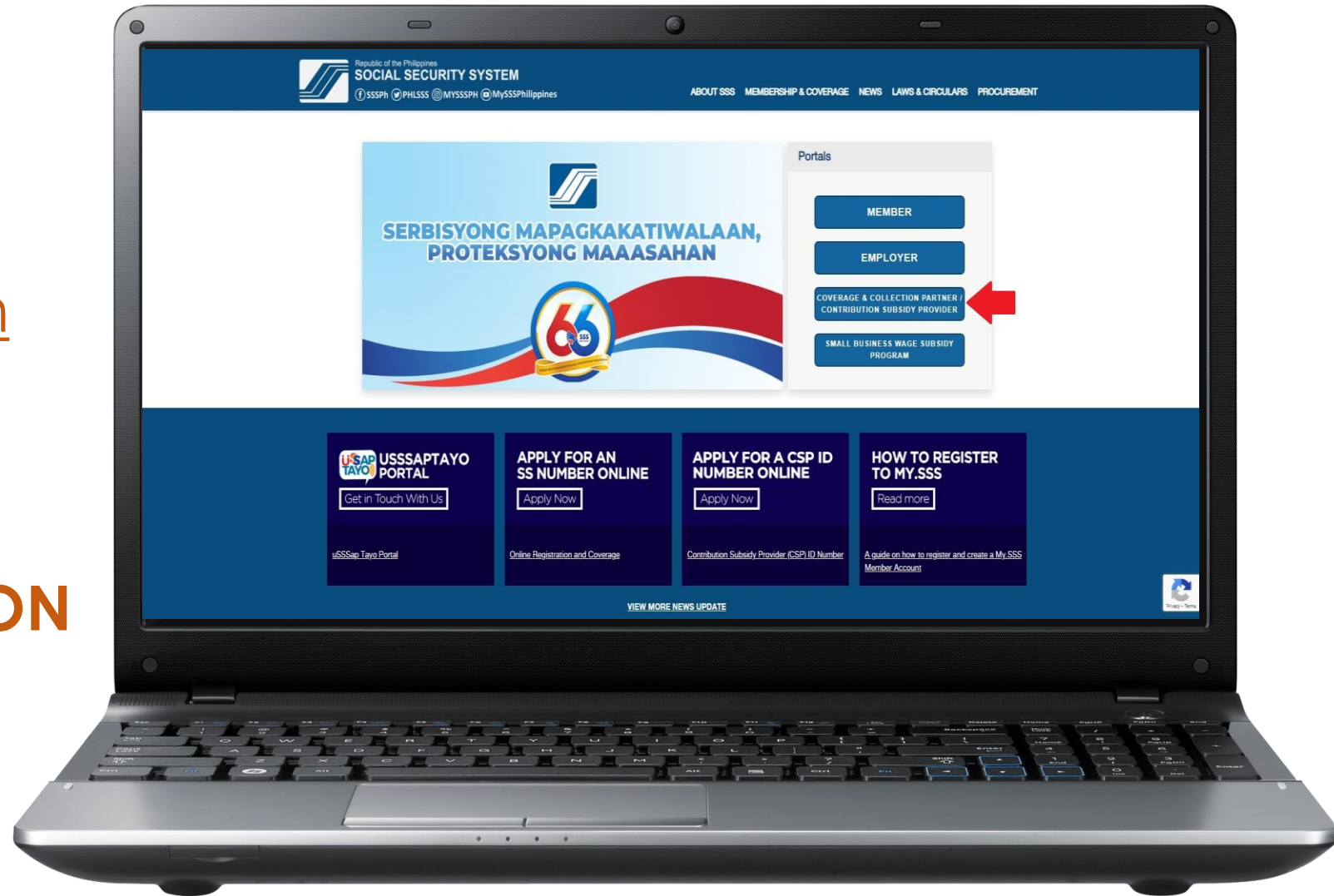
How to Register in the My.SSS Portal

Coverage &
Collection Partner /
Contribution Subsidy
Provider

How to Register in the My.SSS Portal (CCP/CSP Account)

1

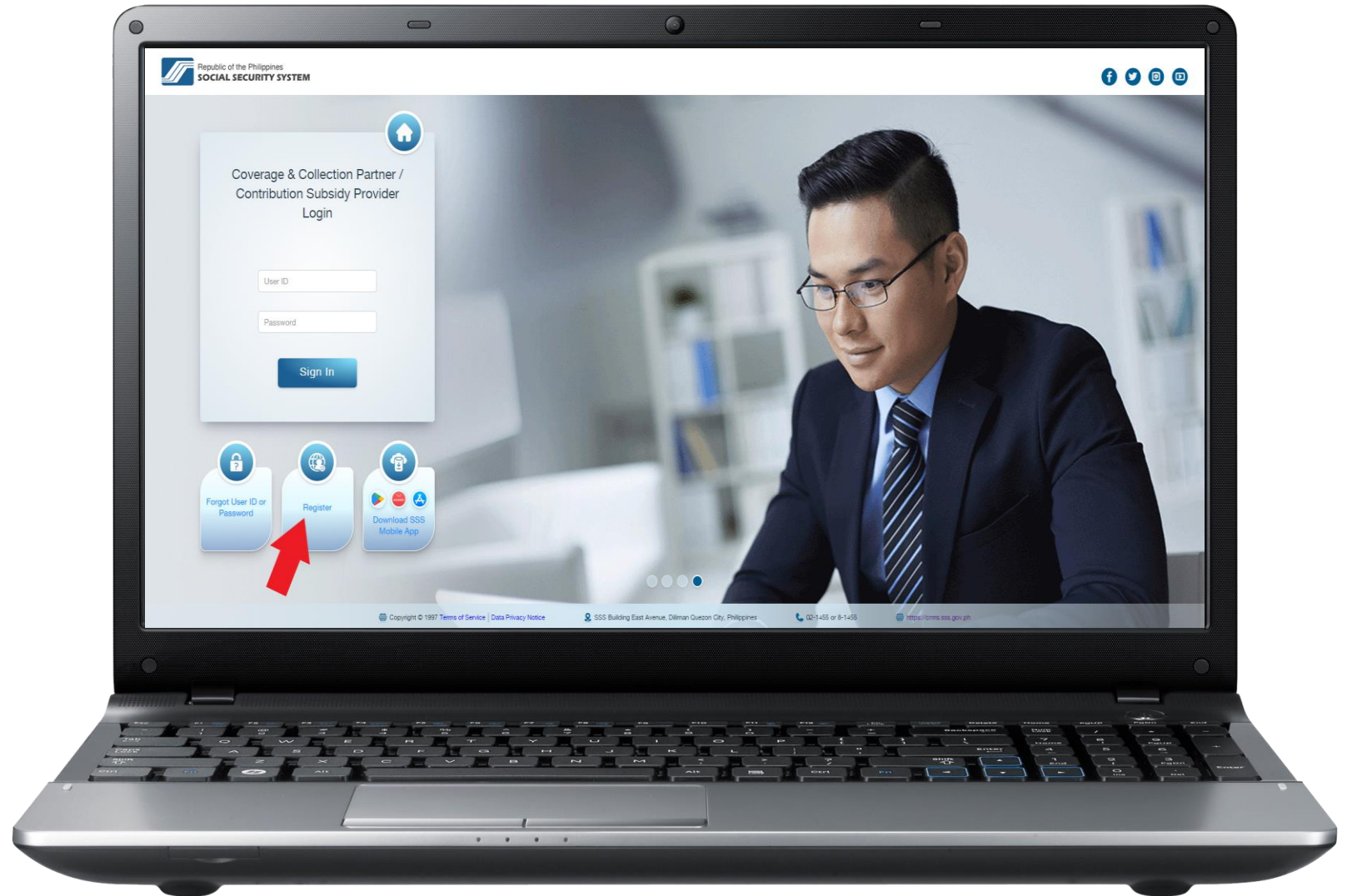
Go to www.sss.gov.ph
click the option
**COVERAGE &
COLLECTION
PARTNER/CONTRIBUTION
SUBSIDY PROVIDER**
under Portals.



How to Register in My.SSS Portal (CCP/CSP Account)

2

Click

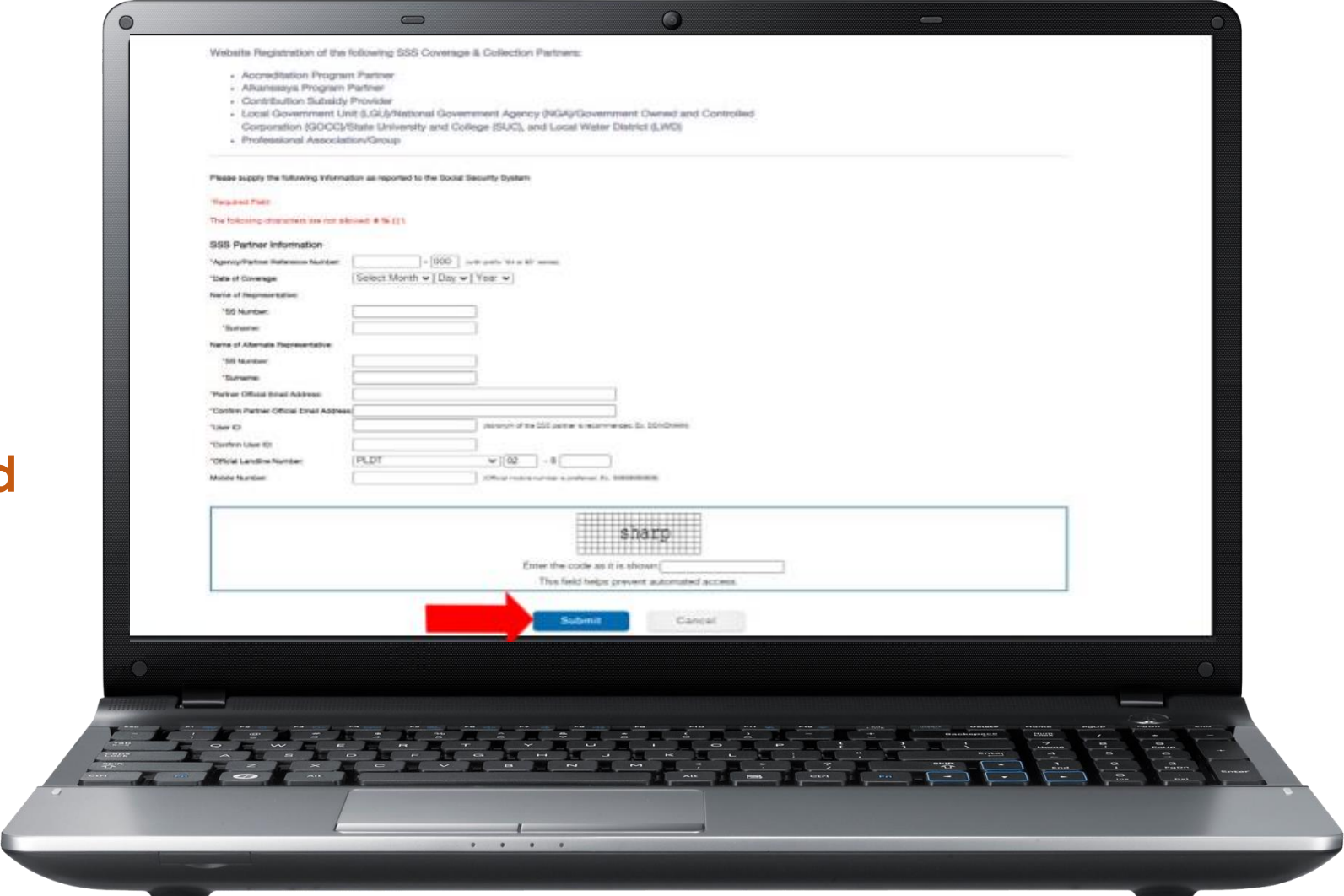


How to Register in My.SSS Portal (CCP/CSP Account)

3

Provide the information needed. Then enter the code and click “Submit.”

Please check the registered email address for the password setup. Click the link “clicking here” then you will be directed to the set password page.



Website Registration of the following SSS Coverage & Collection Partners:

- Accreditation Program Partner
- Alkansasya Program Partner
- Contribution Subsidy Provider
- Local Government Unit (LGU)/National Government Agency (NGA)/Government Owned and Controlled Corporation (GOCC)/State University and College (SUC), and Local Water District (LWD)
- Professional Association/Group

Please supply the following information as reported to the Social Security System:

Required Field
The following characters are not allowed: # % [] { }

SSS Partner Information

*Agency/Partner Reference Number: [] - [000] (with prefix: '04' or '01' series)

*Date of Coverage: [Select Month] | [Day] | [Year]

Name of Representative:
*SS Number: []
*Surname: []

Name of Alternate Representative:
*SS Number: []
*Surname: []

*Partner Official Email Address: []

*Confirm Partner Official Email Address: []

*User ID: [] (alphanumeric of the SSS partner is recommended, E.g. 123456789)

*Default User ID: []

*Official Landline Number: [PLDT] [00] - [] - []

*Mobile Number: [] (Official mobile number is preferred, E.g. 999999999)

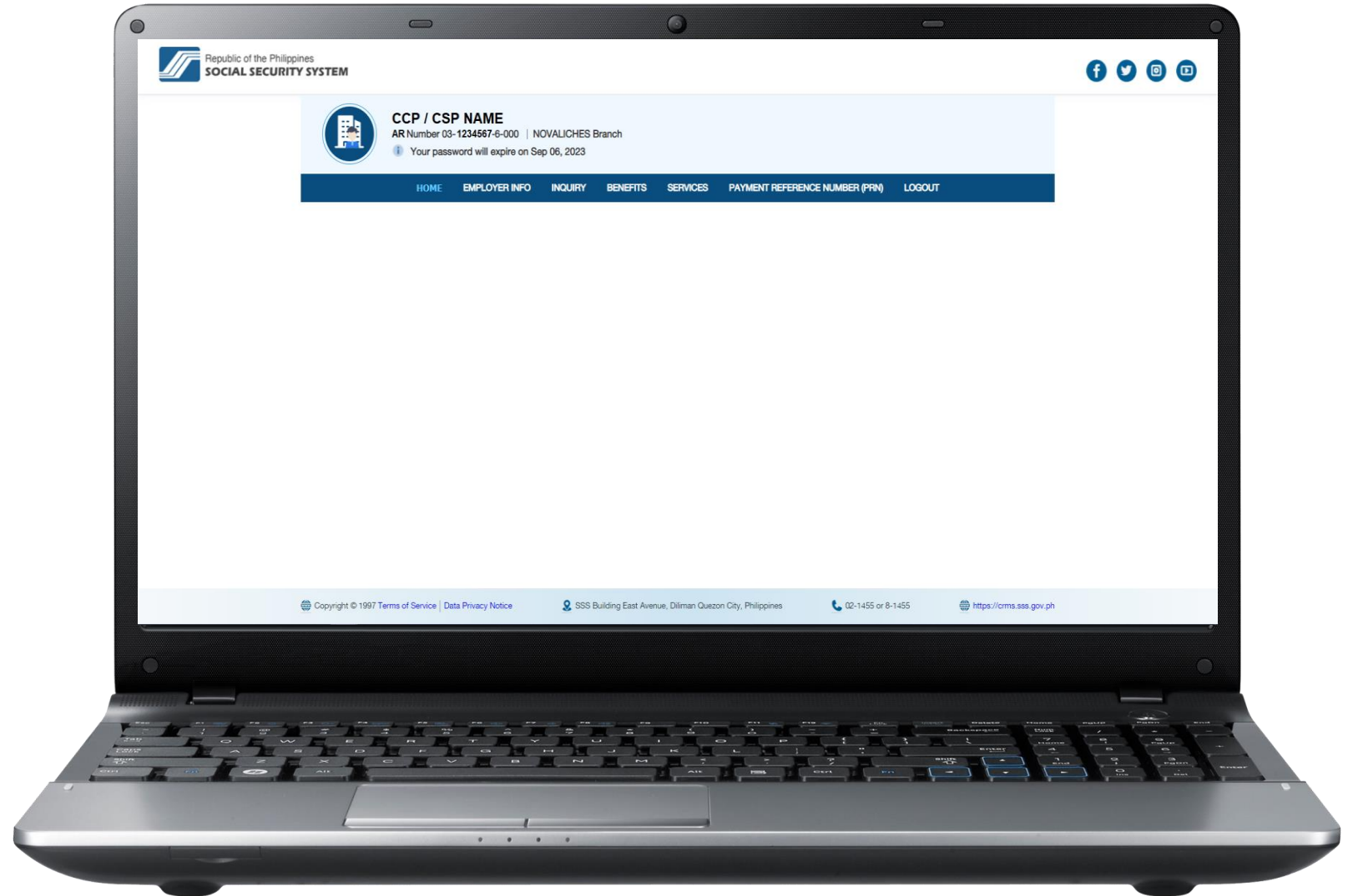
Enter the code as it is shown: [57850]
This field helps prevent automated access.

[Submit](#) [Cancel](#)

How to Register in My.SSS Portal (CCP/CSP Account)

4

After successful password setup, you will be directed to the CCP/CSP account homepage.





Thank you for using
the SSS Website.



Republic of the Philippines
SOCIAL SECURITY SYSTEM