



# SRS NEWSFLASH

## Employer Services website is separating from the Member Services site

Currently, to access Employer Services at SRS, Employers go to [memberservices.srs.illinois.gov](https://memberservices.srs.illinois.gov) and select “Employer Services” from a landing page. Authentication is done using the Public Portal.

As part of our security tightening effort, SRS is separating the Employer Services site from the Member Services website. As an Employer, you will be required to use Okta Workforce to access Employer Services. Workforce is a secured, multi-factored authentication system run by the State of Illinois. You will be required to use your work email address to sign up for the Workforce account. There are many options for multi-factor authentication, so you may select the ones that work best for you.

- Effective 11/14, please use the following link to reach Employer Services: [Employer.srs.illinois.gov](https://Employer.srs.illinois.gov) For ease of reference, we recommend bookmarking this address.
- Those with the Employer roles of Retirement Coordinator, Payroll Coordinator and Signature Designee must authenticate through this new method by Wednesday, 11/30/2022.
- If you have an illinois.gov email address or if you use Workforce for other business purposes, your ID is already established.
- If you do not, you will need to go through the Workforce account activation process.
  - Thursday, November 10 – You will receive an email invitation to activate with Workforce.
  - Monday, November 14 – Please activate your account with your network ID which is the ID you use to log into your PC. It is generally your first initial and last name.
  - Thursday, November 17 – The activation link is valid for only 7 days, so please ensure that you activate your Workforce account by this deadline.
- Activation is complete once you reach the Employer Dashboard.
- For the time being, you will continue to use your Public ID to access your individual member record. We will be moving to the State’s ILogin secure access method next year for all members, but you will receive information as a member when that takes effect.

Attached is an announcement regarding these changes including what you can expect and some tips in case you receive an error message.

Security Administrators: please refrain from conducting any security reviews until 12/1/2022. You will not be able to see those in the various roles until they authenticate. If you do not see a coordinator that you would expect to see, please contact them to ensure they have authenticated using the new procedure. If they have authenticated, please contact the SRS help desk at [support@srs.illinois.gov](mailto:support@srs.illinois.gov)