

FIRST TIME REGISTRATION

ePEP Single Sign-On Access User-Guide



Welcome to the ePEP Single Sign-On system! This guide provides you with step-by-step instructions for accessing and registering for the new system.

Accessing the Single Sign-On

To begin, visit the new web address:

eGOV.UK.COM

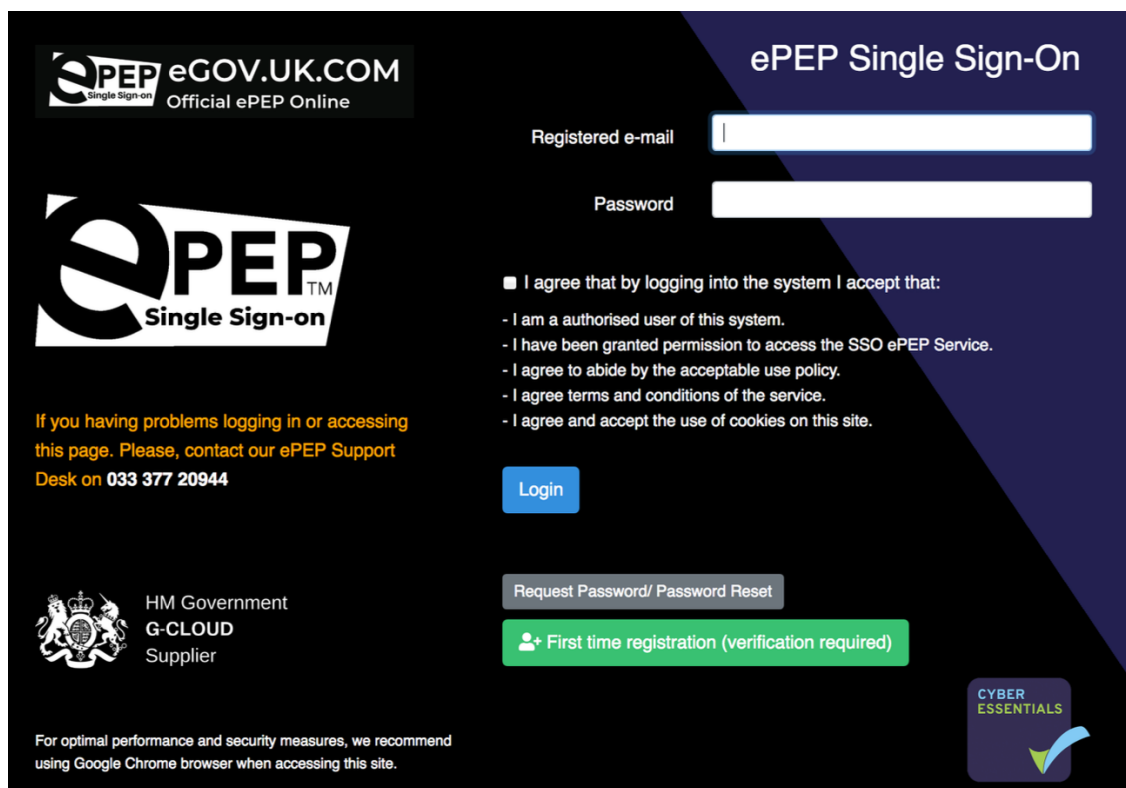
1. Navigate to the Single Sign-On

- Click on the orange Single Sign-On tab located in the top right corner of the webpage.

Login to ePEP Single Sign-on

For your convenience, please save this link in your internet browser for future access.

Signing up to the Single Sign-On



The screenshot shows the ePEP Single Sign-On page. At the top left is the ePEP logo with 'eGOV.UK.COM' and 'Official ePEP Online'. Below it is a large 'ePEP Single Sign-on' logo. To the right, there are input fields for 'Registered e-mail' and 'Password'. Below these is a checkbox for 'I agree that by logging into the system I accept that:' followed by a list of terms: 'I am a authorised user of this system.', 'I have been granted permission to access the SSO ePEP Service.', 'I agree to abide by the acceptable use policy.', 'I agree terms and conditions of the service.', and 'I agree and accept the use of cookies on this site.' There is a blue 'Login' button. Below the login button is a grey button for 'Request Password/ Password Reset' and a green button for '+ First time registration (verification required)'. At the bottom left is the HM Government G-CLOUD Supplier logo. At the bottom right is a 'CYBER ESSENTIALS' logo with a checkmark. A footer note at the bottom left recommends using Google Chrome browser.

ePEP eGOV.UK.COM
Single Sign-on Official ePEP Online

ePEP Single Sign-on

If you having problems logging in or accessing this page. Please, contact our ePEP Support Desk on 033 377 20944

HM Government
G-CLOUD
Supplier

For optimal performance and security measures, we recommend using Google Chrome browser when accessing this site.

ePEP Single Sign-On

Registered e-mail

Password

☐ I agree that by logging into the system I accept that:

- I am a authorised user of this system.
- I have been granted permission to access the SSO ePEP Service.
- I agree to abide by the acceptable use policy.
- I agree terms and conditions of the service.
- I agree and accept the use of cookies on this site.

Login

Request Password/ Password Reset

+ First time registration (verification required)

CYBER ESSENTIALS

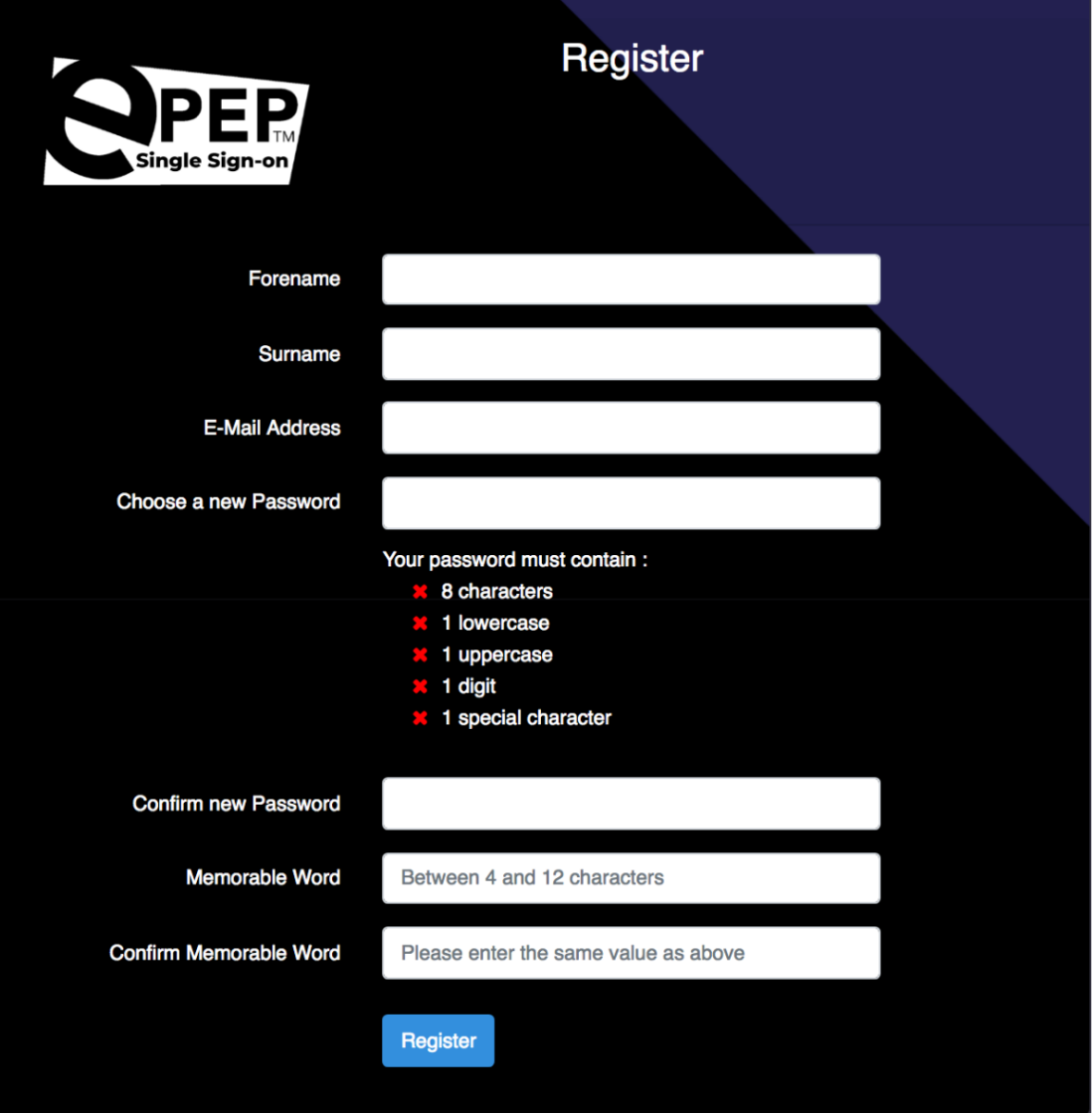
After arriving at the ePEP Single Sign-On page, you will need to complete the registration process. Follow these steps:

1. Initiate Registration

- Click the First-Time Registration button.

+ First time registration (verification required)

When you click the **First-time registration** button you will be taken to the following page:



The image shows a registration form for QPEP Single Sign-on. The form is titled 'Register' and features the QPEP logo in the top left corner. The form fields are arranged vertically on a dark background. The fields are: Forename, Surname, E-Mail Address, and Choose a new Password. Below the password field, there is a list of requirements for the password: 8 characters, 1 lowercase, 1 uppercase, 1 digit, and 1 special character. Below these requirements are three more fields: Confirm new Password, Memorable Word (with a hint 'Between 4 and 12 characters'), and Confirm Memorable Word (with a hint 'Please enter the same value as above'). A blue 'Register' button is located at the bottom of the form.

QPEP™
Single Sign-on

Register

Forename

Surname

E-Mail Address

Choose a new Password

Your password must contain :

- ✗ 8 characters
- ✗ 1 lowercase
- ✗ 1 uppercase
- ✗ 1 digit
- ✗ 1 special character

Confirm new Password

Memorable Word

Confirm Memorable Word

Register

2. Create Your Password

- You will be prompted to enter a new password for security purposes.

3. Complete Registration

- After filling in your registration details, click the Register button.
- You will receive an email requesting verification of your email address.

4. Verify Your Email

- The verification email will contain a link for confirmation. Clicking this link will send a verification code to your external email address.
- Please note: the verification code has a time limit of 5 minutes.

5. Final Steps

- Enter the verification code and click Verify.

Once verified, you will be able to log into the system for the first time.

Need Assistance?

If you encounter any issues during the registration process, please do not hesitate to contact the eGOV Support Team at 0333 772 0944.