



Missouri State Employees' Retirement System
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Email: mosers@mosers.org • Website: www.mosers.org



EPA

Access Authorization Secure Employer Login

Please print. • See reverse side for instructions.

SECTION A - PERSONAL INFORMATION (EMPLOYER)

Social Security Number or Member ID

Date of Birth

Name (last/first/middle)

Title/Position

Agency Information

Department # _____ Agency/Division # _____ Org./Section # _____

Work Phone Number

Fax Number

Email Address

SECTION B - ACCESS AUTHORIZATION (DEPARTMENT DIRECTOR)

The employee listed above has authority to access confidential employee information on MOSERS' website through the Secure Employer Login. As department director, I have read the important legal information provided on the back of this form, and hereby authorize MOSERS to grant the above payroll/personnel representative access to the Secure Employer Login.

Name (please print)

Signature

Date

Instructions for Completing

Access Authorization Secure Employer Login

The MOSERS website offers valuable information, forms, and training for employers and HR representatives. This form authorizes MOSERS to grant payroll/personnel representatives secure access to specific employee information through our Secure Employer Login. The form must be signed by the department director, dated, and delivered to MOSERS. Steps for completing this form are outlined below.

1. Complete personal information for payroll/personnel representative in Section A.
2. The department director must sign and date Section B.
 - MOSERS established a secure access area on our website for the benefit of authorized agency payroll/personnel staff. All information contained within is strictly confidential and shall be treated as such and is to be used only in conjunction with the performance of mandated duties.
 - All information provided on or produced through the website is not binding on MOSERS, its board of trustees, or the state of Missouri. Further, such information does not constitute a guarantee of benefits, and admission of liability or a waiver of any legal rights or arguments in any pending or future legal proceeding.
 - Access to employee information is intended to be secure. However, there are risks inherent in providing information through any website. MOSERS has made reasonable efforts to minimize these risks and will not be responsible for unauthorized access to information or any damages arising from such authorized access.
3. Return completed form to MOSERS.