



State of New Jersey

DEPARTMENT OF THE TREASURY
DIVISION OF PENSIONS AND BENEFITS

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TO: State Monthly, Local Government, and Local Education Certifying Officers

FROM: New Jersey Division of Pensions & Benefits

SUBJECT: Implementing Multi-factor Authentication

The Division of Pension & Benefits (NJDPB), in coordination with the Office of Homeland Security and Preparedness and the Office of Information Technology (OIT), are asking employers to assist with the implementation of multi-factor authentication (MFA) for the Employer Pensions and Benefits Information Connection (EPIC) and Member Benefits Online System (MBOS) via the myNewJersey portal.

Over the course of the next several weeks, we will be emailing all EPIC and MBOS users to encourage implementation of MFA on myNewJersey portal accounts. Activating MFA today, and encouraging your employees to implement MFA, will protect your sensitive information from unauthorized access.

You and your employees can implement MFA using text, via a website application, or both. To determine which method may work better for you, setup instructions are available along with a brief description of each at: https://my.state.nj.us/mynj_anon/mfa/mfa_overview.html

MFA is free* and easy to implement. Activation of MFA does not involve use of your personal information and, most importantly, it significantly improves the security of your EPIC, MBOS, and other portal accounts.

If you need help setting up or using MFA, please contact the myNewJersey Help Desk at: <https://my.state.nj.us/mynjhelp>

EPIC and MBOS users should also be aware that using a unique password for account access is very important. Your password should be different from any other password you use for any of your work or private accounts. Following are two links to best practices for account security that you may find helpful:

- <https://www.cyber.nj.gov/learn/cybersecurity-best-practices/#account-security>
- <https://us-cert.cisa.gov/ncas/current-activity/2018/03/27/Creating-and-Managing-Strong-Passwords>

Please sign up and encourage your employees to implement MFA on their MyNewJersey accounts TODAY!

*Cell carrier message and data rates may apply for MFA using SMS text.