

Job Aid: Using & Accessing myPay

Strategic Programs Division (SPD), Office of Human Resources (OHR), National Institutes of Health (NIH)

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NIH employees should have received their myPay PIN numbers in the mail directly from the Defense Finance and Accounting Service (DFAS). Once you receive this PIN, you may log in to myPay at - <https://mypay.dfas.mil/mypay.aspx>

myPay Login screen (at <https://mypay.dfas.mil/mypay.aspx>)

myPay

Security | Privacy Notice | FAQ | System Schedule | System Usage | Contact Us

Account Access

1. Please Enter LoginID (SSII):

2. Please Enter PIN:

myPay puts you in control

myPay allows you to manage your pay information, leave and earning statements, W-2s and more.

myPay puts more information and services at your finger tips. Brought to you by DFAS...

Your Financial Partner @ Work

Important Electronic W-2 and Electronic LES Information

On April 29, 2005, the Under Secretary of Defense Comptroller and the Under Secretary of Defense for Personnel and Readiness signed the new Policy for Electronic Wage and Tax Statements and Leave and Earning Statements. [Click here to see the memo.](#)

Effective July 1, 2005, all military members and Department of Defense (DoD) non bargaining unit civilian employees with a customized PIN, who access myPay are consenting to receive only an electronic W-2 and Leave and Earning Statement (LES). [Click here to see more information.](#)

1099R Information

Effective September 1, 2004, all current myPay military retired users who request or already have a myPay Personal Identification Number (PIN) and access myPay are consenting to receive only an electronic 1099R. They may, however, elect to receive a hardcopy 1099R. [Click here for more information.](#)

Popular FAQs

- [How do I get a new PIN!](#)
- [About your Personal Identification Number \(PIN\)](#)
- [LES Display and Delivery](#)
- [Military Thrift Savings Plan \(TSP\)](#)

NOTICE !!!

[Hurricane Katrina update information for all Military Service members/employees/retirees concerning the availability of pay for September 1, 2005](#)

Need a New Pin ?

myPay Main Menu

myPay

Main Menu Home | Exit

Your Civilian Pay Account

- Leave and Earnings Statement (LES)

Pay Changes:

- Allotments
- Correspondence Address
- Direct Deposit
- Federal Employee Health Benefits
- FEHB Premium Conversion
- Savings Bonds
- Thrift Savings Plan (TSP)
- Thrift Savings Plan Catch-Up

Taxes:

- Federal Withholding
- State Withholding

- Email Address
- **Personal Settings Page** (Click here for details)

● 18 U.S.C. § 1030 prohibits unauthorized or fraudulent access to government computer systems. If the Social Security Number associated with this action is not your Social Security Number, you are in violation of this law and should exit this system immediately. Completing this action may subject you to a fine of up to \$5,000 or double the value of anything obtained via this unauthorized access, plus up to five years imprisonment.

● If you have more than one job under the same social security number (SSN) as a civilian employee, myPay will display information for the job which you were most recently hired. If you wish to change information for your other job, please see your servicing Customer Service Representative (CSR).

- Login to myPay – <https://mypay.dfas.mil/mypay.aspx>
- NIH DFAS-myPay information site - <http://hr.od.nih.gov/DFAS-myPay/default.htm>
- DHHS DFAS-myPay information site - <http://intranet.hhs.gov/epay/index.html>