



Employee Express (EEx)

New Eight Digit PIN change

As of August 30, 2004



On Monday, August 30, 2004, a change to Employee Express (EEx) Signon Access will become effective.

EEx Users with less than an eight (8) digit EEx PINs will be forced to change their EEx PINS to a minimum of eight (8) digits.

This EEx change is mandatory in the effort to improve EEx security access.

Example: Old PIN "1234". New PIN "12341234".



CHANGES? NO BIG DEAL!

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Sign In

Employee Express is an official U.S. Government System for authorized use only. Unauthorized use of this system or the information on this system could result in criminal prosecution. Signing into Employee Express indicates you have read and accepted the [Full Terms and Conditions of Use](#) and you consent to security testing and monitoring.

Social Security Number:

(no dashes)

PIN:

[Lost or Forgot PIN](#)

Welcome to Employee Express.

Employee Express puts federal employees in control of their payroll-personnel information.

If your agency is a [participant in Employee Express](#), you can view and make changes online to your personnel-payroll information. Employee Express transfers your change request to your servicing payroll-personnel office eliminating the need to submit a paper form. It is that easy!

Enter Current PIN →



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PIN Change

****** Attention ******

Enhanced security measures require all employees to have an 8 digit Personal Identification Number (PIN) to access Employee Express. Your current PIN is less than 8 digits and therefore does not meet this new requirement. You must change your existing PIN to an 8 digit PIN to gain access to Employee Express. Your new PIN will be updated immediately on the web site and the next business day on the phone system.

Please enter your new PIN. Remember, it must be 8 numeric digits. You can only enter numbers, anything else will be rejected.

Enter your NEW PIN :

Please re-enter your new PIN for verification. Remember, it must 8 numeric digits. You can only enter numbers, anything else will be rejected.

Re-enter your NEW PIN :

SAVE NEW PIN



PIN Change

**** Attention ****

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Please enter your new PIN. Remember, it must be 8 numeric digits. You can only enter numbers, anything else will be rejected.

Enter your NEW PIN :

(1) Enter your NEW EIGHT (8) digit PIN.

Please re-enter your new PIN for verification. Remember, it must 8 numeric digits. You can only enter numbers, anything else will be rejected.

Re-enter your NEW PIN :

(2) Repeat 8 digit PIN

SAVE NEW PIN

(3) Select "SAVE NEW PIN"

EMPLOYEE



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PIN Change Confirmation

Your PIN has been changed. Please be sure to remember this PIN. You must use your NEW PIN the next time you use EMPLOYEE EXPRESS. This change is effective immediately on the Web, but will not be effective until the next business day for the Telephone system.

Select [Main Menu](#) to make additional changes. Select [Sign Out](#) if you are finished.

[Main Menu](#)

[Sign Out](#)

If you need help using Employee Express, contact the Employee Express Help Desk at 478-757-3030. If you have questions about personnel or payroll matters, see your servicing personnel or payroll office.

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Employee Express - Changes? NO BIG DEAL!