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# **Circular Letter**

**TO: ALL CalPERS EMPLOYERS**

**SUBJECT: my|CalPERS SECURITY ENHANCEMENTS**

This letter is to inform you about important security enhancements we are making to my|CalPERS, the secure Web site for CalPERS members that allows them to efficiently conduct their business with CalPERS and to complete their financial and health planning activities.

On May 4, 2008, CalPERS is adding new security measures that will do more to minimize risk when conducting transactions on my|CalPERS. At the same time, we're adding new services to increase the site's benefits. These enhancements will help protect the safety and security of members' personal and confidential data.

**These improvements do require all currently-registered members to go through a quick mandatory security enhancement to their my|CalPERS account to enable the new security features.**

The upgrade will allow more flexibility when selecting a Username and Password. For example, instead of a six-digit numerical password, members will be able to create a stronger password, with a mix of alpha-numeric and special characters, from eight to 12 characters in length. We've also enhanced the process for resetting forgotten passwords, so members will enjoy additional safeguards consistent with industry practices and similar to those used by banking and other financial institutions' Web sites.

The process to activate these enhancements is easy. Members will go to the my|CalPERS site. Then they will:

1. Enter Username and select Log In
2. Enter their original Password
3. Follow screen prompts and instructions
4. Enter new Username, Password, and their email address
5. Select their personal security icon and security message.

Following these steps will complete the registration process. Then employees will be able to enjoy the latest enhancements to the my|CalPERS Health Summary area, including the ability to view:

- Additional details about their health benefits
- Information about family members enrolled in their health plan
- Plan-specific alerts about their coverage.

Please share this information with your employees so they can enjoy the enhanced benefits of my|CalPERS with the assurance that their online interactions are safe and secure.

If you have any questions, you can call our Employer Contact Center toll-free at **888 CalPERS** (or **888-225-7377**).

Lori McGartland, Chief  
Employer Services Division