From our main website www.lopfi-prb.com

Under the "*MEMBER*" heading you will click on the dark purple rectangle "*Member Portal*" Read the disclaimer and if you agree, select "*I agree*" to continue. If you have never visited the site before select "**Register**" under the "**New Users**" box.

You will be asked to validate your identity:

You will need a valid email address, your social security number, last name, Date of birth, gender, and status in LOPFI. The status's available are:

I am currently receiving a monthly pension benefit.

I am currently working in a retirement system covered employment.

I left a retirement system covered employment and do not receive a pension.

## I am currently in the DROP program.

After you have passed this stage you will create a password and enter three security questions of your choice. Use the drop down arrow to select questions and enter the answers in the spaces provided below. Select submit/continue and it will then ask you to open up your email account. Access your email. Then you will select the email from Arrivos. Click on the link inside of the email. This is what will validate your account and give you access to the Member Portal. It will redirect your internet to the disclaimer page, if you agree, select "I agree" to continue. Then you will enter your full email address and password to login.

Once inside your Member Portal you will be able to update your personal information, see your employment history, and calculate retirement options.

Please contact LOPFI if you have further questions.



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**Office Hours** 8:30 a.m. - 4:30 p.m. (CST) Monday-Friday