ACCESS TO PAYSLIPS FOR RETIREES PAID BY THE NSSO

1. The following is a brief guide to viewing payslips online on the National Shared Services Office (NSSO) website. Full information on how to navigate the payroll system is given in the How To Guide on the NSSO website How-to guide: Payroll self-service (retirees) - NSSO

2. Go to the NSSO website www.nsso.gov.ie

3. Select the Option "**Log into payroll self-service**".

4. Select Option 2, "**Access for retirees**".

5. Select the appropriate category from the three offered:

   Civil and public service
   An Garda Siochana
   Military

6. When you have clicked on your choice, you will be brought to a page to enter your User Name and Password. Your user name is your **Pension Number or Personnel Number** (which you will see on the end-year pension slip). Then click **Sign In**.

7. If you do not know your password, contact the NSSO by email on payrollcontact@nsso.gov.ie or by phone on 0818 107 100. The hours of service for the Contact Centre phone line are Monday to Friday 9.00 to 13.00.

8. When contacting the NSSO (by email or phone), you will need to provide two pieces of data protection information to verify your account – that is **two** of the following **PPS Number, Personnel Number, or Date of Birth**. You should also state which retiree cohort you belong to.

9. You will be required to change your password at regular intervals, so keep a note of your latest password.

27 June 2025