

ID and access management for Swissmedic eGov services

## **Setting up CH-LOGIN and linking the user account with the applications (onboarding)**

## 1 Overview

This document describes the procedure for logging into (identity and access management) Swissmedic eGov services (applications) after users and user rights have been migrated from the Swissmedic Portal to the Federal Administration's eIAM access authorisation portal.

Registration and log-in involves two steps:

- Creating/setting up a CH-LOGIN user account for verifying users' identity and authorisation rights.
- Linking the CH-LOGIN user account with the applications released in the eIAM portal (onboarding).

### 1.1 Important

Existing individual Swissmedic user accounts for specific applications are no longer valid and will have to be replaced by a CH-LOGIN user account.

### 1.2 Preparation

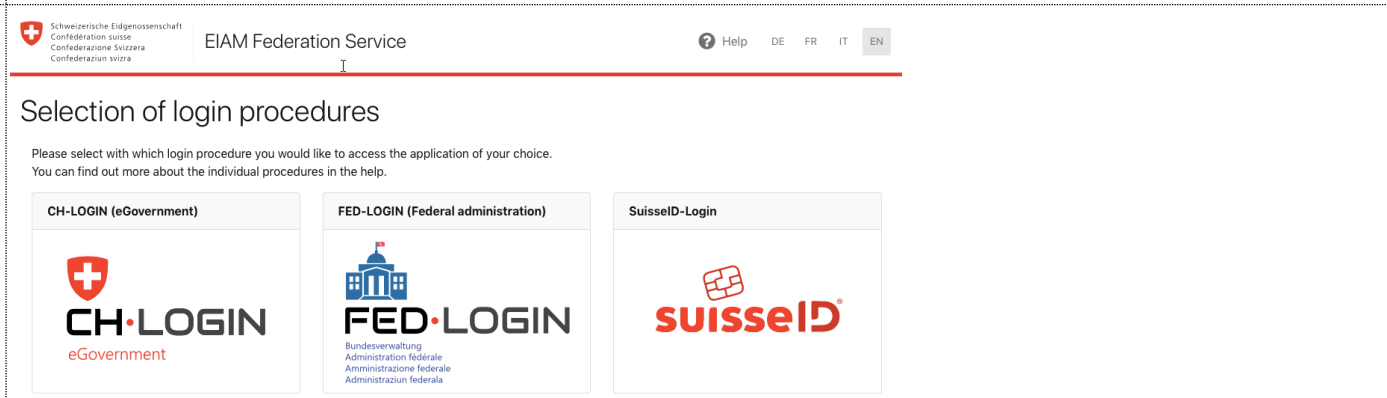
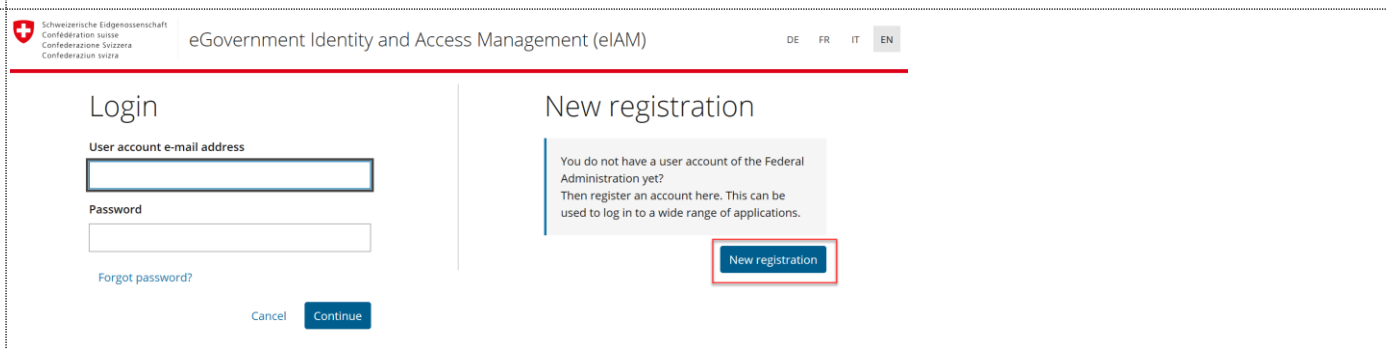
Please make sure you have your mobile phone to hand. You will need it to log in.

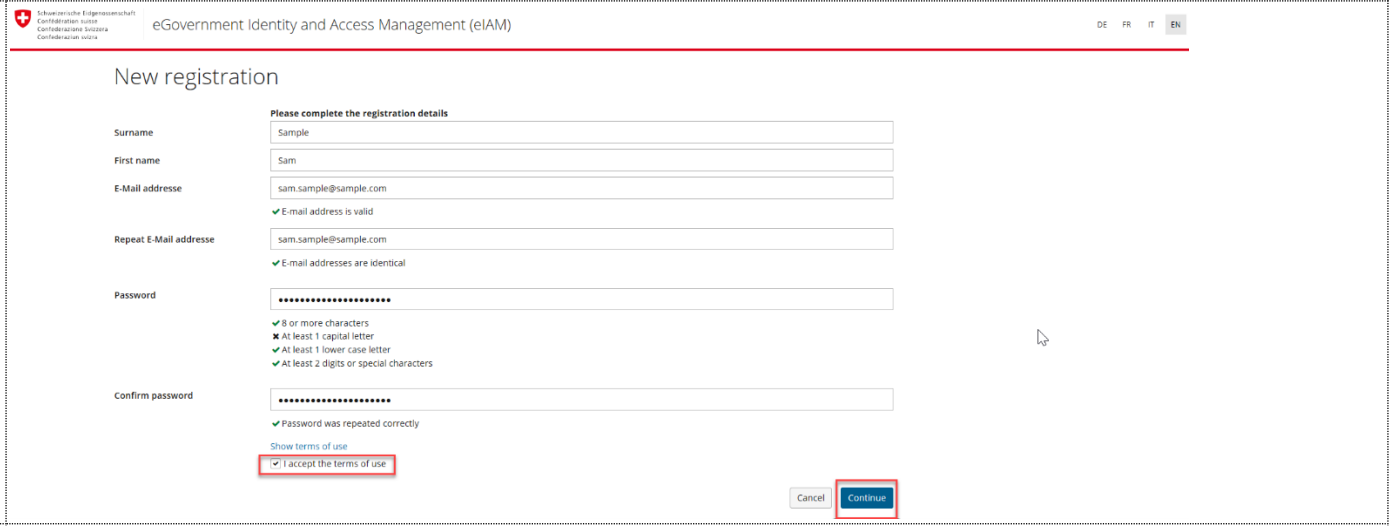
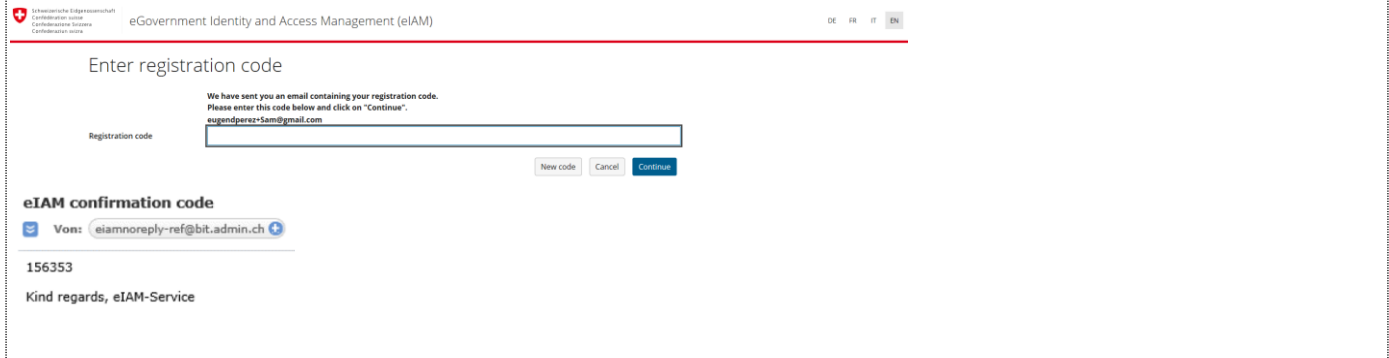
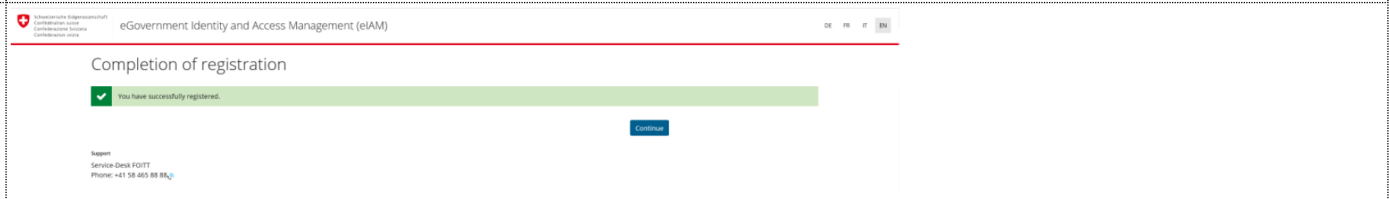
[Alternatively, you can use a landline number. The eIAM service will send a confirmation code (mTan) by text message to the phone number you specify. Your landline provider will then convert this text message into a voicemail. You then have to call the voicemail service, which will read the code out to you. However, you should make certain beforehand that your provider offers this service].

### 1.3 Procedure

- If you do not yet have a CH-LOGIN user account, please continue with step A (CH-LOGIN).
- If you already have a CH-LOGIN user account and have already set up your security questions and mobile phone number (for resetting your password and two-factor authentication) in your user account, please continue with step B (Onboarding).
- If you have not yet set up your three security questions and mobile phone number in CH-LOGIN, please log into your CH-LOGIN account in the [eIAM portal](#) and do so under **Access Data** on the **MyAccount** tab before continuing with step B (Onboarding).

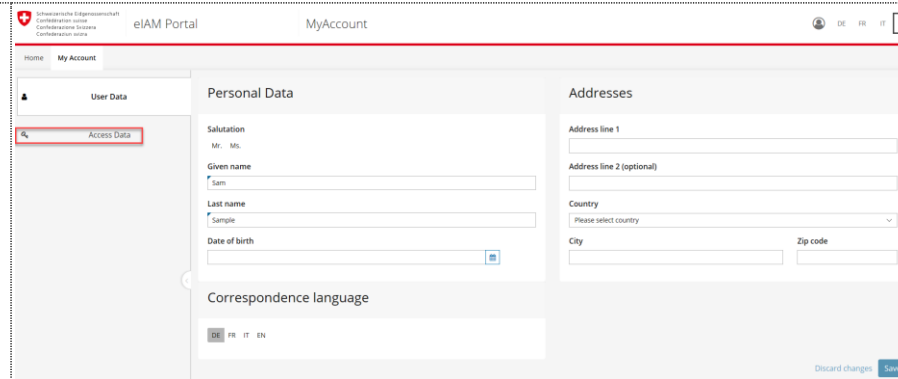
## 2 Step A: Setting up/configuring CH-LOGIN

<p>Click the link:</p>	<p><a href="https://www.myaccount.eiam.admin.ch">eIAM selfadminPortal (MyAccount)</a> (<a href="https://www.myaccount.eiam.admin.ch">https://www.myaccount.eiam.admin.ch</a>)</p>
<p>Click <b>CH-LOGIN (eGovernment)</b></p>	
<p>Click <b>New registration.</b></p>	

<p>Complete the registration details.</p> <p>Read and accept the terms of use.</p> <p>Click <b>Continue</b>.</p>	
<p>Enter the registration code that you receive by e-mail and click <b>Continue</b>.</p>	
<p>Once you have successfully registered, you will see this confirmation message.</p> <p>Click <b>Continue</b>.</p>	

You are now in the MyAccount section, where you can view your personal details and modify them as needed.

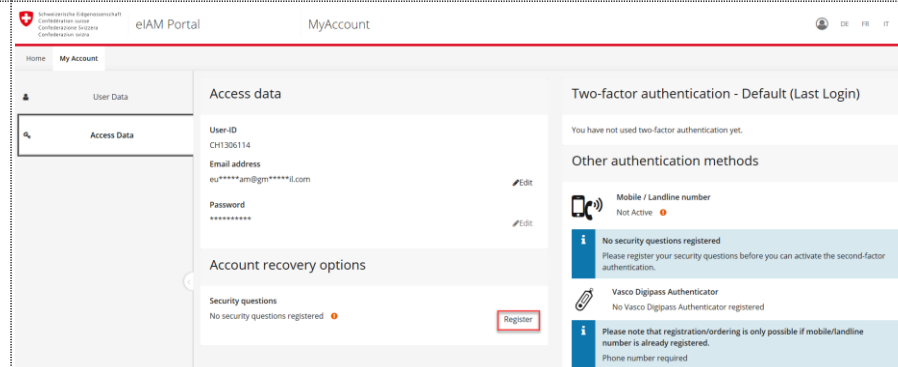
Switch to the **Access Data** tab.



The screenshot shows the 'MyAccount' page with the 'Personal Data' tab selected. The 'Access Data' tab is highlighted with a red box. The 'Personal Data' section includes fields for Salutation (Mr./Ms.), Given name (Sam), Last name (Sample), Date of birth, and Correspondence language (DE, FR, IT, EN). The 'Addresses' section includes fields for Address line 1, Address line 2 (optional), Country (Please select country), City, and Zip code. A 'Switch' button is visible at the bottom right.

Click **Register** to save your security questions and answers.

This step is mandatory to enable you to enter your mobile phone number for two-factor authentication.



The screenshot shows the 'MyAccount' page with the 'Access data' tab selected. The 'Access data' section includes fields for User-ID (CH1306114), Email address (eu\*\*\*\*\*am@gm\*\*\*\*\*l.com), and Password (masked with asterisks). The 'Account recovery options' section includes a 'Security questions' field with a 'Register' button highlighted in red. The 'Two-factor authentication - Default (Last Login)' section shows 'You have not used two-factor authentication yet.' and 'Other authentication methods' including 'Mobile / Landline number' (Not Active) and 'Vasco Digipass Authenticator' (No Vasco Digipass Authenticator registered). A blue information box states: 'No security questions registered. Please register your security questions before you can activate the second-factor authentication.' Another blue information box states: 'Please note that registration/ordering is only possible if mobile/landline number is already registered. Phone number required.'

Select a question and enter an answer for all three security questions.

Then click **Save**.

## Account recovery options

### Edit security questions



#### Information

By clicking on the save button, the registered security questions will be overwritten by the new ones defined here.

#### Security question 1

Please select a security question

#### Security question 2

Please select a security question

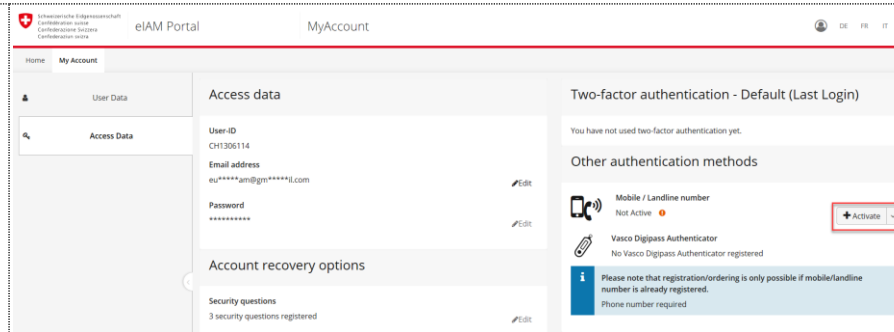
#### Security question 3

Please select a security question

Cancel

Save

Click Activate to enter your mobile phone number.




Enter your mobile phone number (or alternatively your landline number, see 1.2 above)


### Two-factor authentication - Default (Last Login)

You have not used two-factor authentication yet.

Next click **Continue**.

### Other authentication methods

 **Activate phone number for two-factor authentication**

 Please enter the telephone number (mobile or landline) which you want to use for the second factor authentication. In the next step you will receive a code by SMS to complete the registration.

**Phone number**

Enter the text message confirmation code that you receive on your mobile phone.

Then click **Check code**.

eiamnoreply-prod  
eIAM  
**4 6 1 6 5 3**  
SMS-  
Bestätigungscodes  
Mit freundlichen  
Grüssen Ihre eIAM  
Services der  
Bundesverwaltung

### Two-factor authentication - Default (Last Login)

You have not used two-factor authentication yet.

### Other authentication methods

#### Confirm phone number

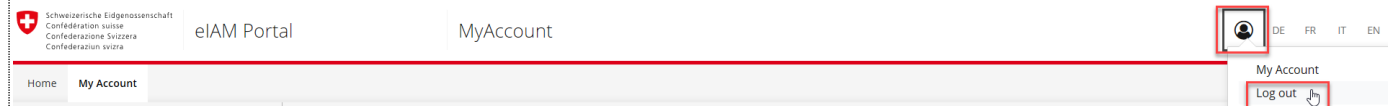
**i** An SMS containing a confirmation code has been sent to the following phone number: 0041792187420. If you have provided a landline number, the SMS will be converted into a voice message.

#### Confirmation code from SMS

No SMS received? [Send a new code](#)

Back **Check code**

Log out of eIAM Portal.



Schweizerische Eidgenossenschaft  
Confédération suisse  
Confederazione Svizzera  
Confederaziun svizra

eIAM Portal MyAccount

Home My Account

DE FR IT EN

My Account  
Log out





Then continue with step B (Onboarding)


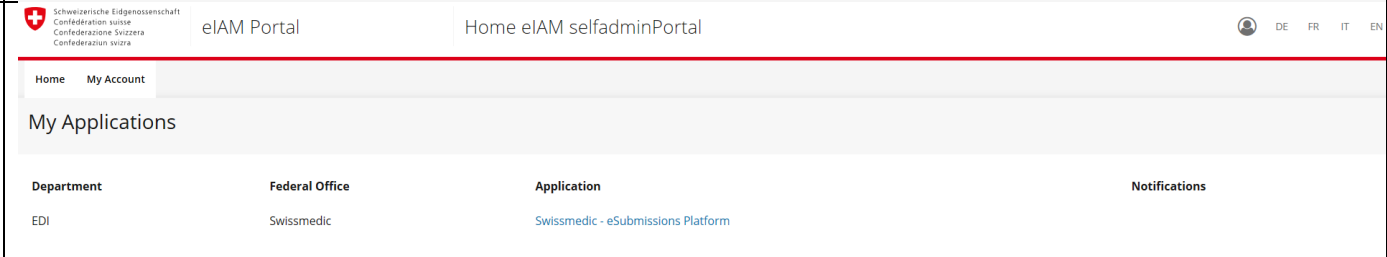


### 3 Step B (Onboarding)

This step associates your user authorisations (as automatically migrated by the system) for applications (Swissmedic eGov services) with your CH-LOGIN user account.

<p>Open the onboarding invitation that you should have received by e-mail.</p>	<p>► <b>eiamnoreply-abn</b>      <b>Onboarding Invitation</b> - Dear User You are invited to onboard on eIAM (eGov Identity and Access Ma</p>																												
<p>Highlight the onboarding code and copy it to your clipboard by pressing Ctrl+C.</p>	<p>Onboarding Invitation ► Posteingang x</p> <p><b>eiamnoreply-abn@bit.admin.ch</b> an eugendperez+Sam; eugendperez+HAdmin; eugen.perez ▾</p> <p>🌐 Englisch ▾ &gt; Deutsch ▾ <a href="#">Nachricht übersetzen</a></p> <p>Dear User You are invited to onboard on eIAM (eGov Identity and Access Management) to use eGov Applications. The following Administrator has invited you. Please contact the Administrator for more information. Please use the following link <a href="https://www.myaccount-a.eiam.admin.ch/portal/selfadminservice/app/onboarding">https://www.myaccount-a.eiam.admin.ch/portal/selfadminservice/app/onboarding</a> to start your Onboarding with this code: <b>1020-463804-tifzp-2Lsqr-koovu-91plz-LaDsY-7mMVK</b></p> <p>Please note, that you have to create an account, if you are the first time in contact with eGov applications of the federal administration. If you are familiar to eIAM : access to the specific applications through the eIAM Portal, if you don't know the direct links.</p> <p><b>Granted Permissions</b></p> <table border="1"> <thead> <tr> <th>Profile</th> <th>Granted</th> <th>Application</th> <th>Role</th> </tr> </thead> <tbody> <tr> <td>Profile-CHL1020100039</td> <td>By Application role</td> <td>Swissmedic - eSubmissions Platform</td> <td>mlp-appl-download</td> </tr> <tr> <td>Profile-CHL1020100039</td> <td>By Application role</td> <td>Swissmedic - eSubmissions Platform</td> <td>mlp-appl-read</td> </tr> <tr> <td>Profile-CHL1020100039</td> <td>By Application role</td> <td>Swissmedic - eSubmissions Platform</td> <td>mlp-appl-upload</td> </tr> <tr> <td>Profile-CHL1020100039</td> <td>By Application role</td> <td>Swissmedic - eSubmissions Platform</td> <td>mlp-cpp</td> </tr> <tr> <td>Profile-CHL1020100039</td> <td>By Application role</td> <td>Swissmedic - eSubmissions Platform</td> <td>mlp-gmp-gdp</td> </tr> <tr> <td>Profile-CHL1020100039</td> <td>By Application role</td> <td>Swissmedic - eSubmissions Platform</td> <td>mlp-private</td> </tr> </tbody> </table> <p>We wish you a successful Onboarding and access.</p> <p>Yours sincerely, eIAM Services of the Federal Administration</p>	Profile	Granted	Application	Role	Profile-CHL1020100039	By Application role	Swissmedic - eSubmissions Platform	mlp-appl-download	Profile-CHL1020100039	By Application role	Swissmedic - eSubmissions Platform	mlp-appl-read	Profile-CHL1020100039	By Application role	Swissmedic - eSubmissions Platform	mlp-appl-upload	Profile-CHL1020100039	By Application role	Swissmedic - eSubmissions Platform	mlp-cpp	Profile-CHL1020100039	By Application role	Swissmedic - eSubmissions Platform	mlp-gmp-gdp	Profile-CHL1020100039	By Application role	Swissmedic - eSubmissions Platform	mlp-private
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<p>Click the onboarding link in the onboarding invitation.</p>	<p>Onboarding Invitation <span>Posteingang x</span></p> <p><b>eiamnoreply-abn@bit.admin.ch</b> an eugendperez+Sam, eugendperez+HAdmin, eugen.perez ▾</p> <p>🌐 Englisch ▾ &gt; Deutsch ▾ <a href="#">Nachricht übersetzen</a></p> <p>Dear User You are invited to onboard on eIAM (eGov Identity and Access Management) to use eGov Applications. The following Administrator has invited you. Please contact him, if further informa Please use the following link <a href="https://www.myaccount-a.eiam.admin.ch/portal/selfadminservice/app/onboarding">https://www.myaccount-a.eiam.admin.ch/portal/selfadminservice/app/onboarding</a> to start your Onboarding with this code: 1020-463804-tfzp-2Lsqr-koeevu-91plz-LaDsY-7mMVK Please note, that you have to create an account, if you are the first time in contact with eGov applications of the federal administration. If you are familiar to eIAM and the eGov Login, you access to the specific applications through the eIAM Portal, if you don't know the direct links.</p> <p><b>Granted Permissions</b></p> <table border="1"> <thead> <tr> <th>Profile</th> <th>Granted</th> <th>Application</th> <th>Role</th> </tr> </thead> <tbody> <tr> <td>Profile-CHL1020100039</td> <td>By Application role</td> <td>Swissmedic - eSubmissions Platform</td> <td>mlp-appl-download</td> </tr> <tr> <td>Profile-CHL1020100039</td> <td>By Application role</td> <td>Swissmedic - eSubmissions Platform</td> <td>mlp-appl-read</td> </tr> <tr> <td>Profile-CHL1020100039</td> <td>By Application role</td> <td>Swissmedic - eSubmissions Platform</td> <td>mlp-appl-upload</td> </tr> <tr> <td>Profile-CHL1020100039</td> <td>By Application role</td> <td>Swissmedic - eSubmissions Platform</td> <td>mlp-cpp</td> </tr> <tr> <td>Profile-CHL1020100039</td> <td>By Application role</td> <td>Swissmedic - eSubmissions Platform</td> <td>mlp-gmp-gdp</td> </tr> </tbody> </table>	Profile	Granted	Application	Role	Profile-CHL1020100039	By Application role	Swissmedic - eSubmissions Platform	mlp-appl-download	Profile-CHL1020100039	By Application role	Swissmedic - eSubmissions Platform	mlp-appl-read	Profile-CHL1020100039	By Application role	Swissmedic - eSubmissions Platform	mlp-appl-upload	Profile-CHL1020100039	By Application role	Swissmedic - eSubmissions Platform	mlp-cpp	Profile-CHL1020100039	By Application role	Swissmedic - eSubmissions Platform	mlp-gmp-gdp
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<p>Click the CH-LOGIN (eGovernment) option.</p>	<p> Schweizerische Eidgenossenschaft Confédération suisse Confederazione Svizzera Confederaziun svizra</p> <p>EIAM Federation Service [ABN]</p> <hr/> <h2>Auswahl Login-Verfahren</h2> <p>Bitte wählen Sie aus, mit welchem Login-Verfahren Sie auf die Applikation ihrer Wahl zugreifen möchten. In der Hilfe erfahren Sie mehr über die einzelnen Verfahren.</p> <div style="display: flex; justify-content: space-around;"> <div data-bbox="766 885 1176 1189" style="border: 1px solid #ccc; padding: 10px; width: 45%;"> <p><b>FED-LOGIN (Bundesverwaltung)</b></p>  <p><b>FED·LOGIN</b></p> <p>Bundesverwaltung Administration fédérale Amministrazione federale Administraziun federala</p> </div> <div data-bbox="1198 869 1612 1197" style="border: 1px solid #ccc; padding: 10px; width: 45%;"> <p><b>CH-LOGIN (eGovernment)</b></p>  <p><b>CH·LOGIN</b> eGovernment</p> </div> </div>																								
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