


■ **MIS: Recovery and Resilience Facility Database: Sign In Procedure**

Preconditions

1. In line with RRP Circular 02/2022, to access the system users should have an active:
 - a. CORP account - Government of Malta employees (where available);
 - b. iLearn account - Employees of the Ministry responsible for education (where available); or
 - c. e-ID account - Identity Malta Agency electronic ID.
2. An Internet connection is required.
3. Google Chrome must be installed on the computer.

Contents

A. Existing account.....	2
B. New account.....	9

 **Please note that the Planning and Priorities Coordination Division does not have access to the Government of Malta CORP, iLearn and e-ID authentication mechanisms. In case of authentication difficulty kindly liaise with the respective IT helpdesk directly.**

A. Existing account

1. Existing account - first sign in following B2C implementation

- a) Visit the Recovery and Resilience Facility Database portal at <https://sfd.gov.mt/sfd1420>. A notification will appear indicating that the database has been updated to the new authentication mechanism.
- b) Click on the “Sign In” button to initiate the process.



Figure 1: Recovery and Resilience Facility Database portal

- c) You will be redirected to the Malta Information Technology Agency’s B2C authentication portal. Select the sign in method between CORP, iLearn and e-ID.
 - a. **CORP account** - Government of Malta employees (where available) – your information system username starts with “CORP/”
 - b. **iLearn account** - Employees of the Ministry responsible for education – your information system is linked to your iLearn email account; or
 - c. **e-ID account** - Identity Malta Agency electronic ID - your information system username starts with the first four letters of your surname.

Please note that your profile is linked to only one of these login mechanisms.



Sign in using Work or Citizen Account


	CORP
gov.mt	eID Account
	iLearn

Figure 2: Malta Information Technology Agency B2C authentication sign in selection

CORP authentication

- d) Enter your Government of Malta CORP authentication credentials. First input your government email address and press the “Next” button.

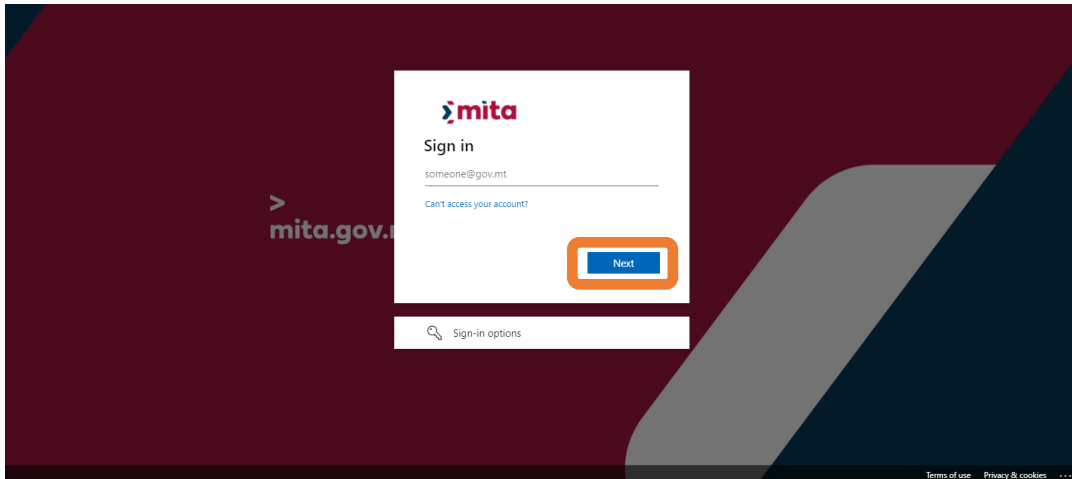


Figure 3: CORP authentication email prompt

- e) Then input your government email password and press the “Sign in” button.

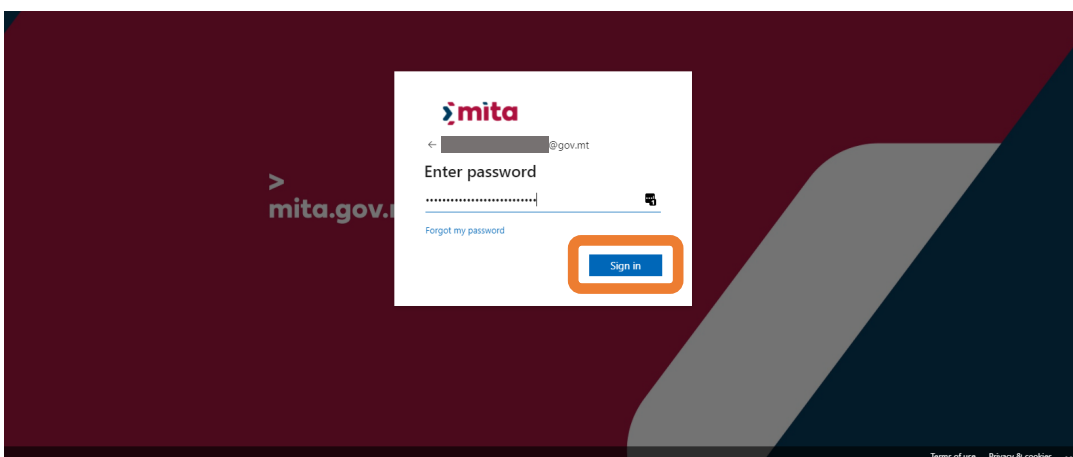


Figure 4: CORP authentication password prompt

Please go to step (j) to continue the sign-in procedure.

iLearn authentication

- f) Enter your Government of Malta iLearn authentication credentials. First input your government email address and press the “Next” button.

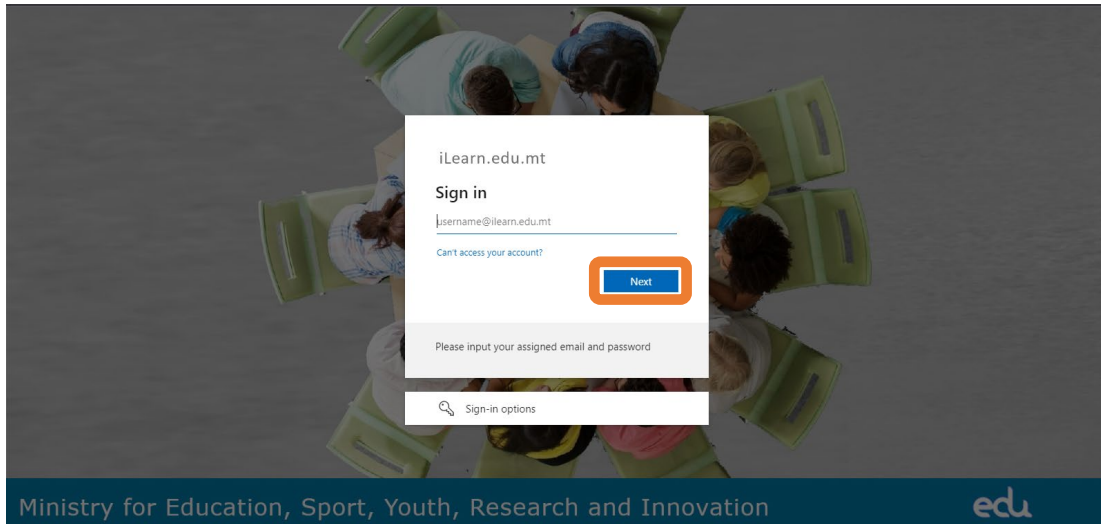


Figure 5: iLearn authentication prompt

- g) Following the *Logged In* prompt, select “Continue”.

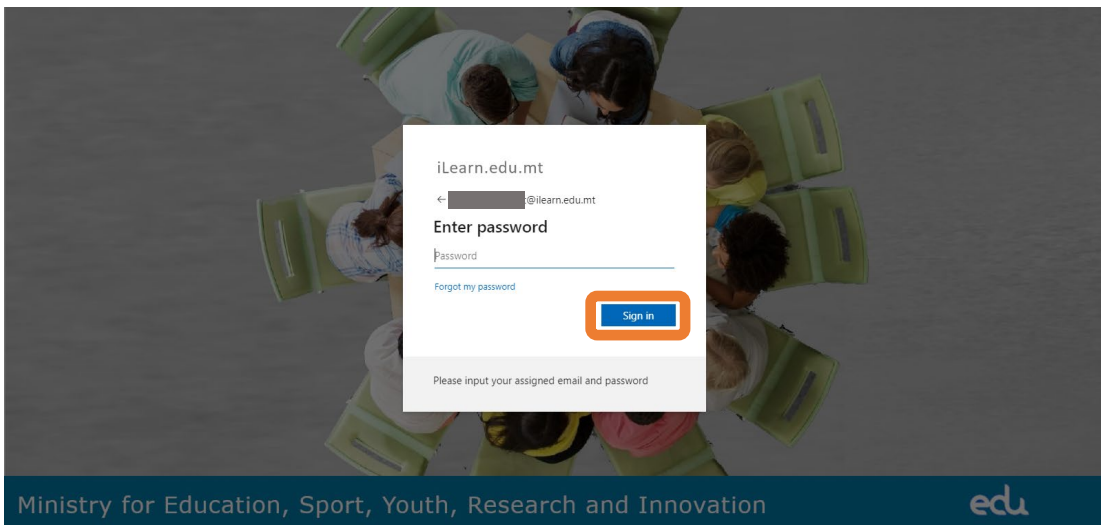


Figure 6: e-ID Logged In prompt

Please go to step (j) to continue the sign-in procedure.

e-ID authentication

- h) Enter your Government of Malta ID Number and password authentication credentials. Then press the “Sign In” button.

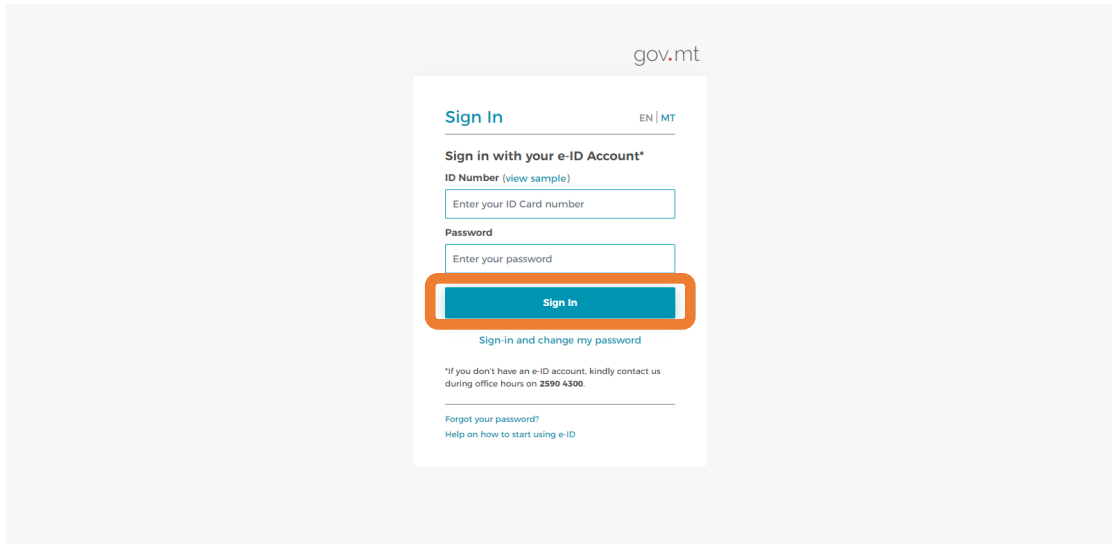


Figure 7: e-ID authentication prompt

- i) Following the *Logged In* prompt, select “Continue”.

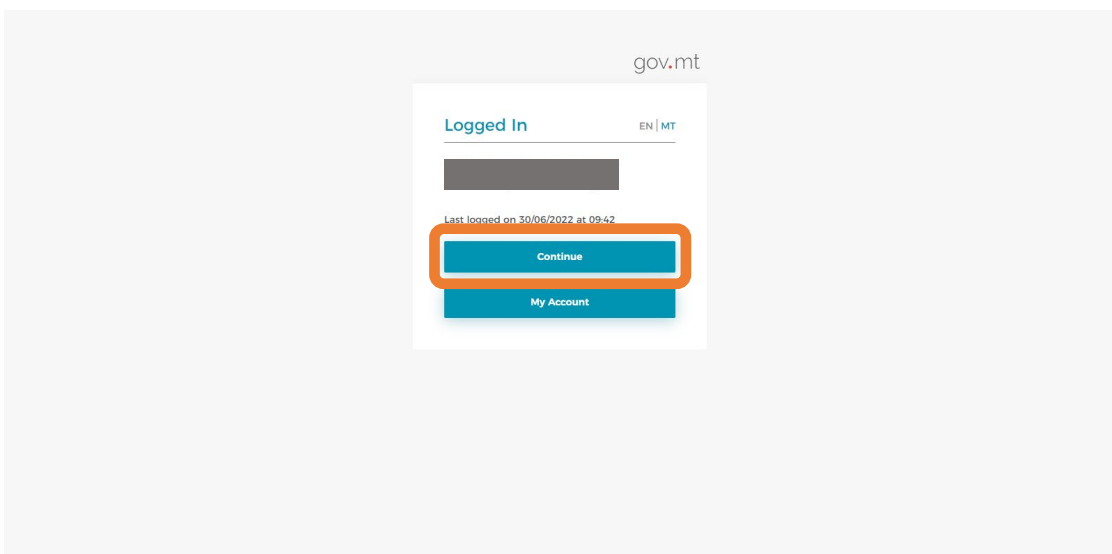


Figure 8: e-ID Logged In prompt

Finalise sign-in

- j) Enter the current Recovery and Resilience Facility Database password and press the “Submit” button.

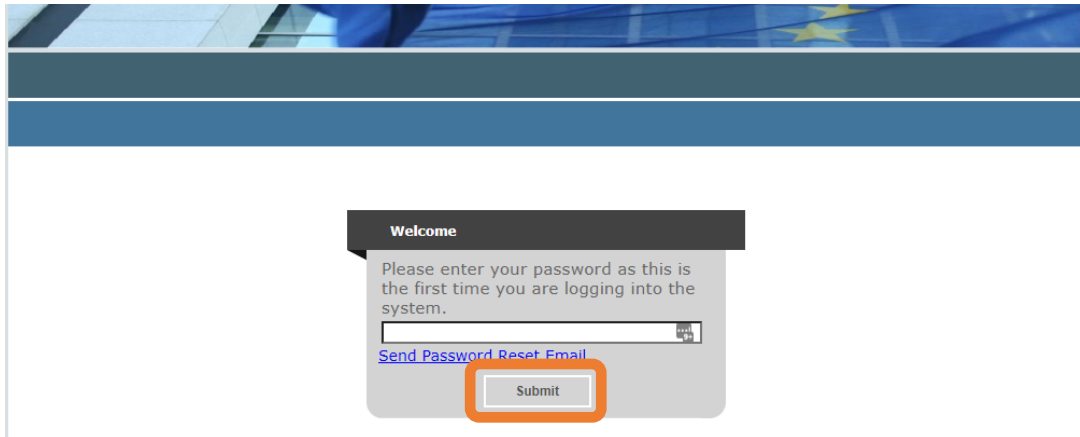


Figure 9: Recovery and Resilience Facility Database changeover password prompt

- k) If you do not remember the password, select “Send Password Reset Email” to initiate the reset password process.

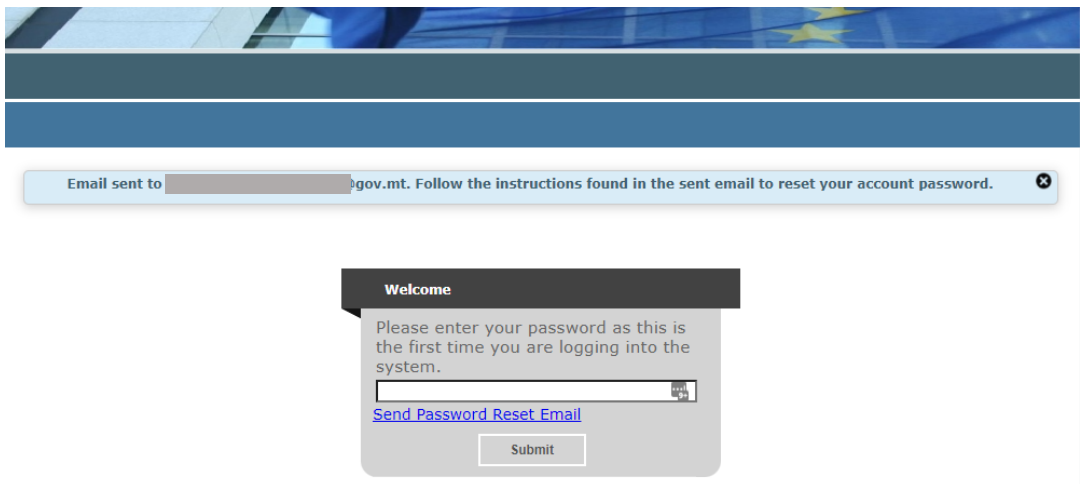


Figure 10: Password reset request notification

- l) Enter your password and select the “Submit” button.

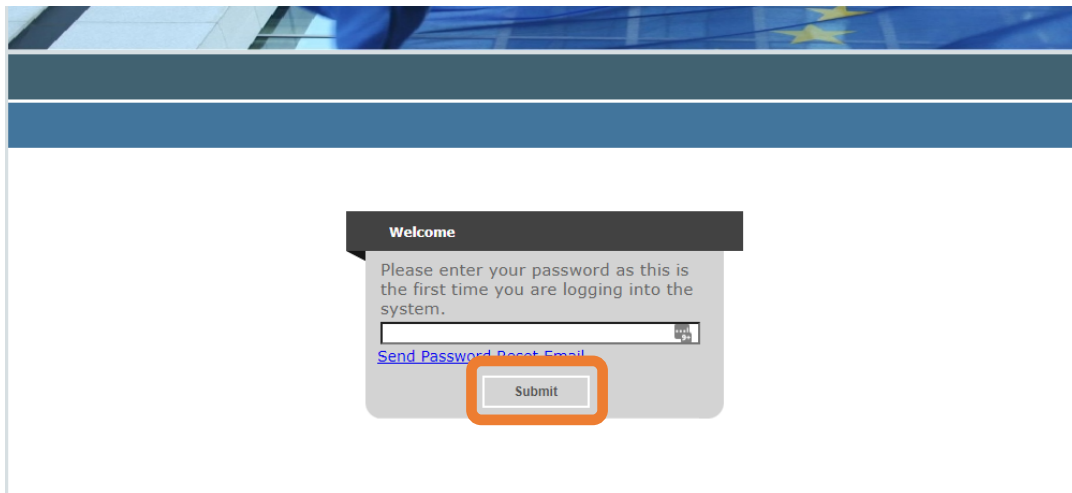


Figure 11: Recovery and Resilience Facility Database last time password prompt

- m) You are now signed in the Recovery and Resilience Facility Database system. For your next sign in, you would only need to use the federated authentication mechanism credentials.

B. New account

1. New account - sign in following creating of account

- a) Visit the Recovery and Resilience Facility Database portal at <https://sfd.gov.mt/sfd1420>. A notification will appear indicating that the database has been updated to the new authentication mechanism.
- b) Click on the “Sign In” button to initiate the process.



Figure 12: Recovery and Resilience Facility Database portal

- c) You will be redirected to the Malta Information Technology Agency’s B2C authentication portal. Select the sign in method between CORP, iLearn and e-ID.
 - a. **CORP account** - Government of Malta employees (where available) – your information system username starts with “CORP/”
 - b. **iLearn account** - Employees of the Ministry responsible for education – your information system username is linked to your iLearn email account; or
 - c. **e-ID account** - Identity Malta Agency electronic ID - your information system username starts with the first four letters of your surname.

Please note that your profile is linked to only one of these login mechanisms.



Sign in using Work or Citizen Account


	CORP
gov.mt	eID Account
	iLearn

Figure 13: Malta Information Technology Agency B2C authentication sign in selection

CORP authentication

- d) Enter your Government of Malta CORP authentication credentials. First input your government email address and press the “Next” button.

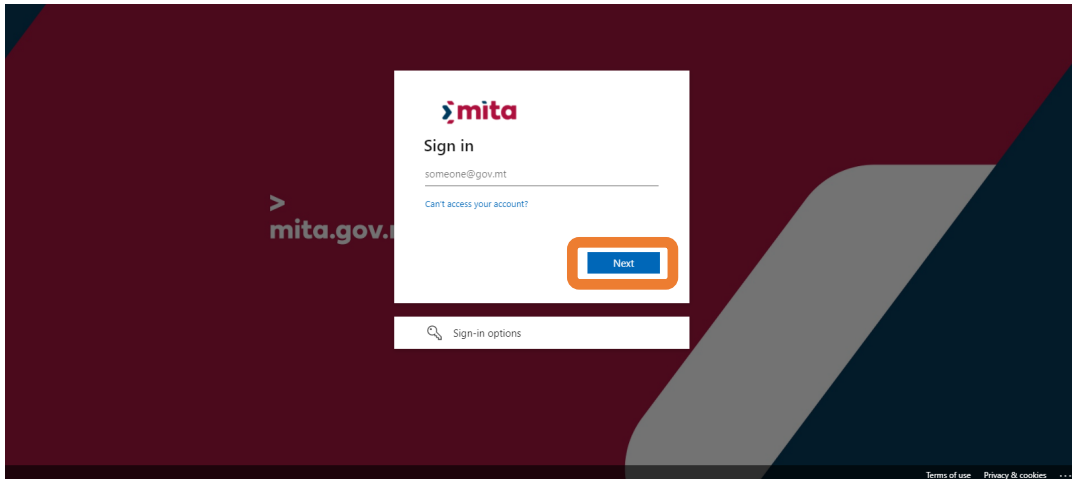


Figure 14: CORP authentication email prompt

- e) Then input your government email password and press the “Sign in” button.

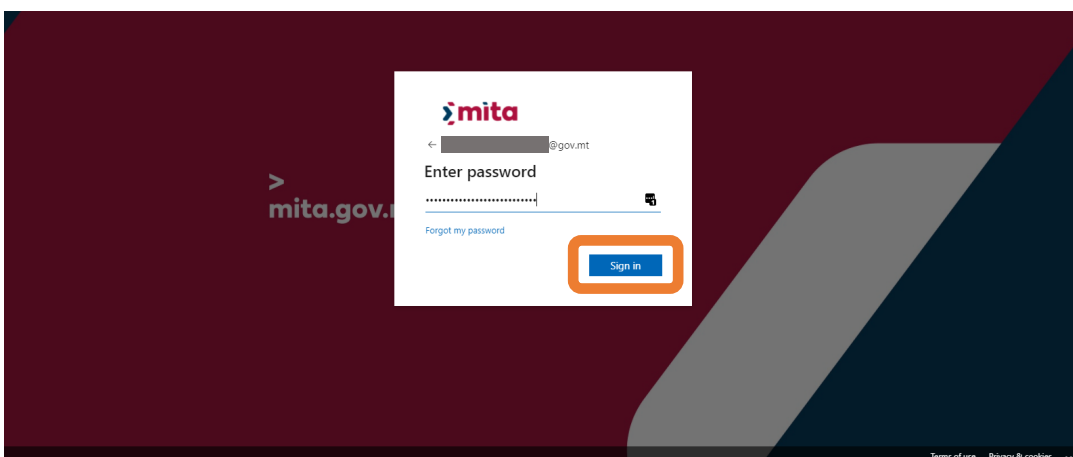


Figure 15: CORP authentication password prompt

Please go to step (j) to continue the sign-in procedure.

iLearn authentication

- f) Enter your Government of Malta iLearn authentication credentials. First input your government email address and press the “Next” button.

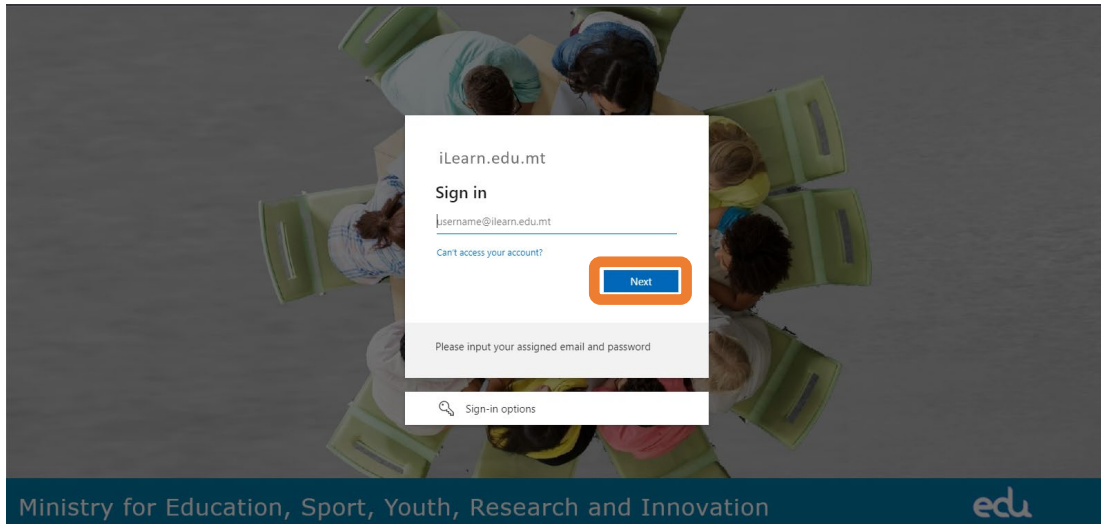


Figure 16: iLearn authentication prompt

- g) Following the *Logged In* prompt, select “Continue”.

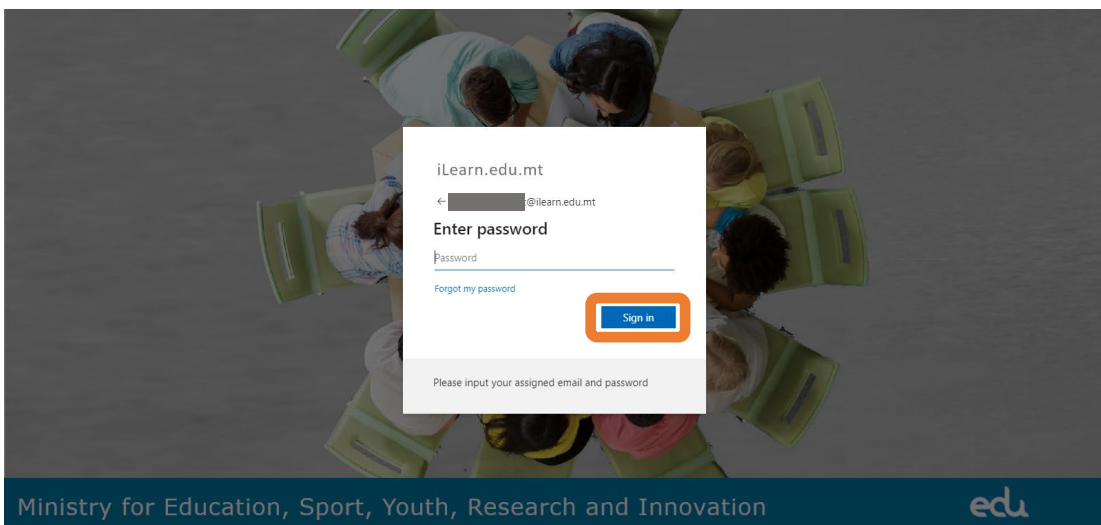


Figure 17: e-ID Logged In prompt

Please go to step (j) to continue the sign-in procedure.

e-ID authentication

- h) Enter your Government of Malta ID Number and password authentication credentials. Then press the “Sign In” button.

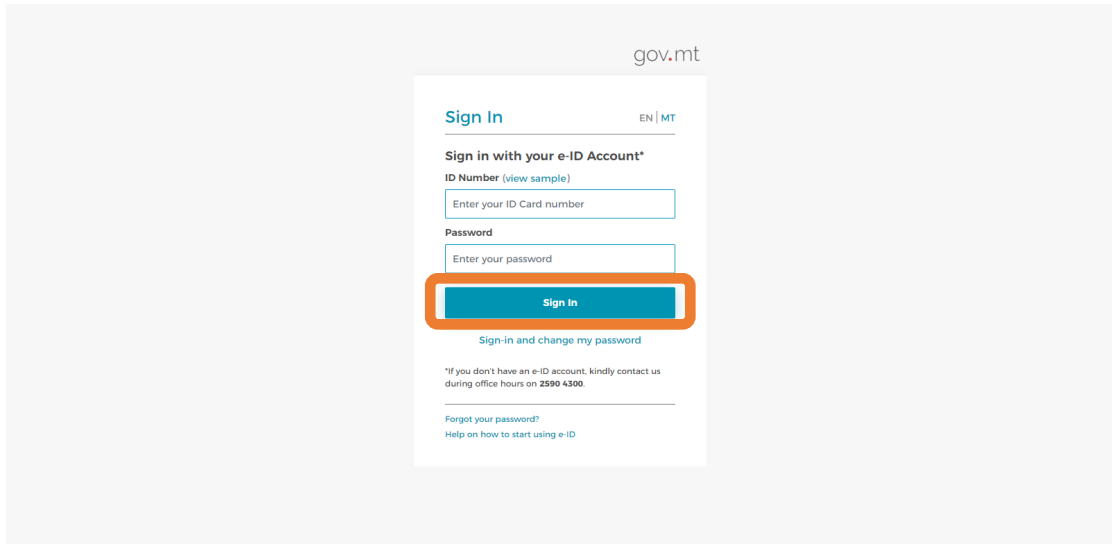


Figure 18: e-ID authentication prompt

- i) Following the *Logged In* prompt, select “Continue”.

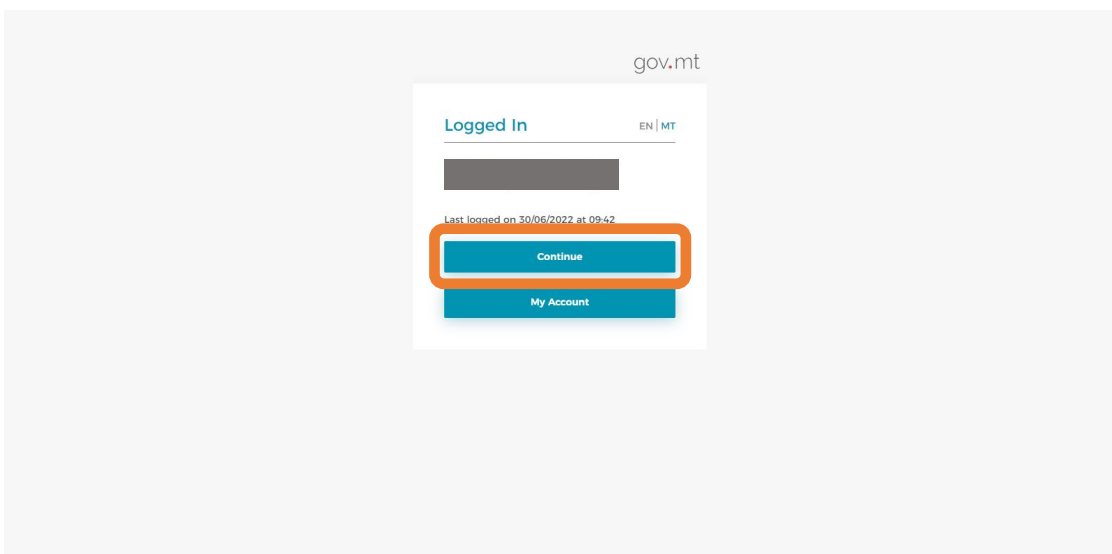


Figure 19: e-ID Logged In prompt

Finalise sign-in

- j) Enter the PIN code you received by email when your account was created. You may click on “Resend PIN” to receive a new PIN code.

A screenshot of a web form titled "Welcome". It contains a text input field with the placeholder text "Please enter your PIN". Below the input field is a blue link labeled "Resend PIN". At the bottom of the form is a button labeled "Submit", which is highlighted with an orange rectangular border.

Figure 20: CORP authentication password prompt

- k) If you select “Resend PIN”, an on-screen notification indicating your email address will inform you that you the PIN has been sent to you.



Figure 21: PIN request notification

- l) Check your mailbox for the email containing the PIN. The PIN is a six-digit code.
m) Enter the PIN in the PIN Prompt and select the “Submit” button.

A screenshot of the same web form as in Figure 20. The text input field now contains six asterisks (*****), indicating that a PIN has been entered. The "Submit" button remains highlighted with an orange border.

Figure 22: PIN entry

- n) You are now signed in the Recovery and Resilience Facility Database system.

--- End of Tutorial ---

Modification History

Version	Date	Changes	Authorisation
1.0	07/07/2022	Initial release	MA Bezzina