EUROPEAN CENTRAL BANK

BANKING SUPERVISION

Accessing the SSM Portal *for the first time*

User authentication and access to the SSM Portal are supported by the ECB Identity Portal and managed by dedicated users in each organisation: **delegated user administrators (DUAs)**, who can create, edit and delete users for the entire organisation; and **delegated access administrators (DAAs)**, who can grant, revoke and manage access to specific ECB applications. In some cases, it may be that one person performs both roles.

01 CREATING A USER

DUA

ECB Identity Portal

The DUA creates a new user in the ECB Identity Portal (Users → Create a new user).

02 GRANTING ACCESS TO SSM PORTAL

DAA

ECB Identity Portal

The DAA assigns the user the role of **ssm-portal_user** (Users → Assign membership icon). This gives the new user access to the SSM Portal.

03 ACTIVATING USER ACCOUNT

User

ECB Identity Portal

The user receives an account activation link by email. The user clicks on the link in order to activate their ECB Identity Portal account and set a password.

04 USER LOGS IN

User

SSM Portal

The user logs in to the SSM Portal using their credentials. Their SSM Portal account is created automatically at the time of that first login. The user is now visible to the DAA in the SSM Portal.

05 ACCESS RIGHTS

DAA

SSM Portal

The DAA gives the user the required access rights (read, read/write, or read/write/submit). The user can now start working in the SSM Portal.

Click here for more information about the ECB Identity Portal and the various steps outlined above.

In the event of any issues, please contact the ECB's technical support team.