

Accessing *benefits.ge.com* Your Reference Guide

GE Benefits and Payroll

Access important retirement information from the comfort of your own home

Log on to *benefits.ge.com* any time, day or night, from any computer with Internet access. The benefits portal offers a variety of information pertaining to your pension and benefits. Take advantage of all the information this site has to offer and perform actions, such as:

- View and print your current and past Pension Pay Summaries
- Update your beneficiary(ies) information
- View and update your direct deposit information
- Maintain and update your personal information (name, address, etc.)
- Update your Federal tax withholding election

If you've never used or registered your User ID/Single Sign On (SSO) or password:

Go to *benefits.ge.com*, and a screen will appear that will help you register your SSO:

The screenshot shows the GE Single Sign On registration page. On the left, there are links for 'Sign Up Now!', 'Modify Your Account', 'Synchronize your Password', 'Forgot your User ID?', and 'Forgot your Password?'. Below these is a 'Need help? Click to contact Webmaster' button. The main area is titled 'Enter your User ID and Password to Login' and contains input fields for 'User ID' and 'Password', a 'Remember my SSO user ID' checkbox, and a 'Log In' button. To the right of the login fields, there are two informational sections: 'Learn about SSO' and 'Sign Up'. The 'Sign Up' section states: 'If you don't have a Single Sign On user ID and Password yet, sign up now!'. The GE logo is in the top left corner, and the text 'Single Sign On' is in the top right corner.

1. From the left of the screen, click on *Sign Up Now!*
2. Then click, *I am an Ex-Employee and Formerly Worked in the United States* (select this regardless of your work status).
3. Enter your Social Security number and GE PIN (this is the only time you will enter your Social Security number), and click *Submit*.
4. Choose and confirm an SSO User ID. The ID you create must meet specific guidelines (for more information, click the "?" to the right of the box).
5. Choose and confirm your SSO Password. The password you create must meet specific guidelines (to read the guidelines, click the "?" to the right of the box).
6. Though you do not have a Company email address, you can enter a personal email address. This is not required.
7. Set your Challenge Responses (this information is only used if you need to reset your password in the future).
8. Click *Submit*.



Already registered for a User ID/Single Sign On (SSO), but do not know your SSO, password, or both?

Go to benefits.ge.com ...

1. To retrieve your password, click *Forgot Your Password* on the left of the screen and follow the directions.
2. To retrieve your SSO, click on *Forgot Your User ID*.
3. Enter your Social Security number and GE PIN, and the system will provide your User ID.

The site's **Quick Links** make your experience on benefits.ge.com quick and easy. Quick Links are available to perform a wide variety of tasks, such as:



Quick Links

- Viewing your Pension Pay Summary
- Updating your direct deposit information
- Changing your federal tax withholding
- Plus much more!

Need additional assistance?

Please call the GE Pension Benefits Inquiry Center at 1-800-432-3450, Monday through Friday, between 9 a.m. and 5 p.m., Eastern time.