Guidance Note to Member States: Change of Login Mechanism for the UNEA Monitoring and Reporting Portal

Overview

The [UNEA Monitoring and Reporting Portal](#) allows Member States to monitor the Secretariat's implementation and to report voluntarily on UNEA Resolutions, Decisions and Declarations.   Since its launch, Member States have accessed it through the PaperSmart portal. However, login via the PaperSmart portal was recently changed in a move to comply with current security standards provided by the Office of Information and Communications Technology (OICT). Registration and authentication (sign-in) to the reporting portal has since been switched to a more secure system, **Azure AD,** which is used for authentication in other UNEP systems and enterprise applications as well. The PaperSmart portal is also currently being modified to comply with the new OICT standards, including Azure AD authentication, and will be available for use when complete.

About Azure AD

Azure AD is an identity management solution by Microsoft that provides more security through multi-factor authentication (MFA). MFA requires you to provide further information in addition to your password for verification of your identity. This additional information can either be:

- A code in your authenticator mobile app.
- An SMS code sent to you by Microsoft.
- Push notification.

Registration

As an authorized user previously registered in the PaperSmart portal, you will receive an email from Microsoft with a link to set up your account and login credentials.

If you are a new user:

1. Use the link below to access the portal's registration form on the UN Indico platform.

   [UNEA Monitoring and Reporting Portal Registration](#)

2. Provide all the required details on the registration form, then select **Monitoring and Reporting Portal** under the portal subscription options and finally click **Apply** to submit your registration details.

3. Once your registration is processed, you will receive an email from Microsoft with a link to activate your account.

Logging In

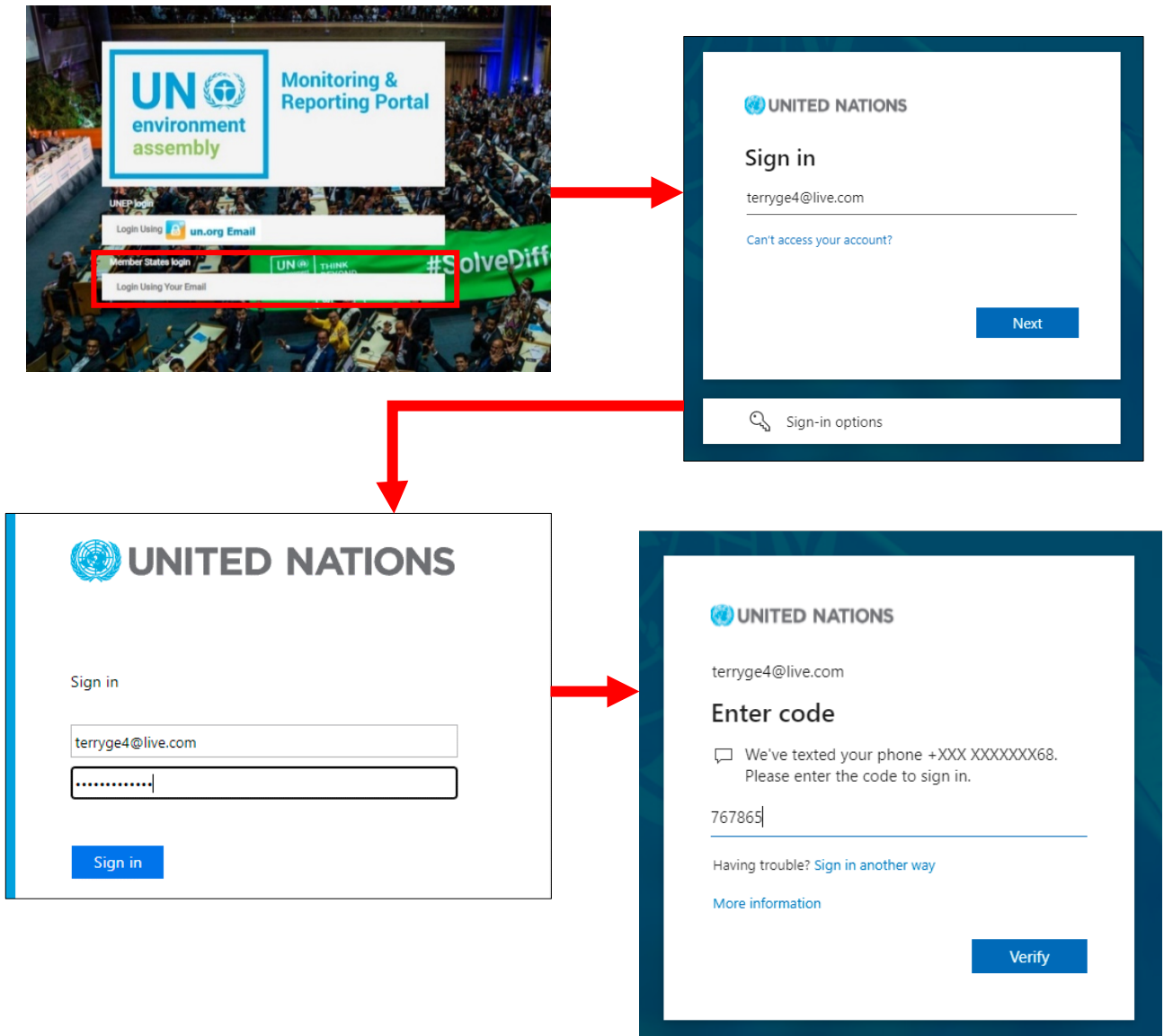1. Access the portal's login page through the link below:

    https://unea.unep.org/monitoring

2. Select the **Member States login** option, then enter your email address and password.
3. Enter your verification code.

The login screens are shown in the screenshots below.

For any further inquiries, please contact UNEA Monitoring Portal Support at unea-monitoring-support@un.org.