

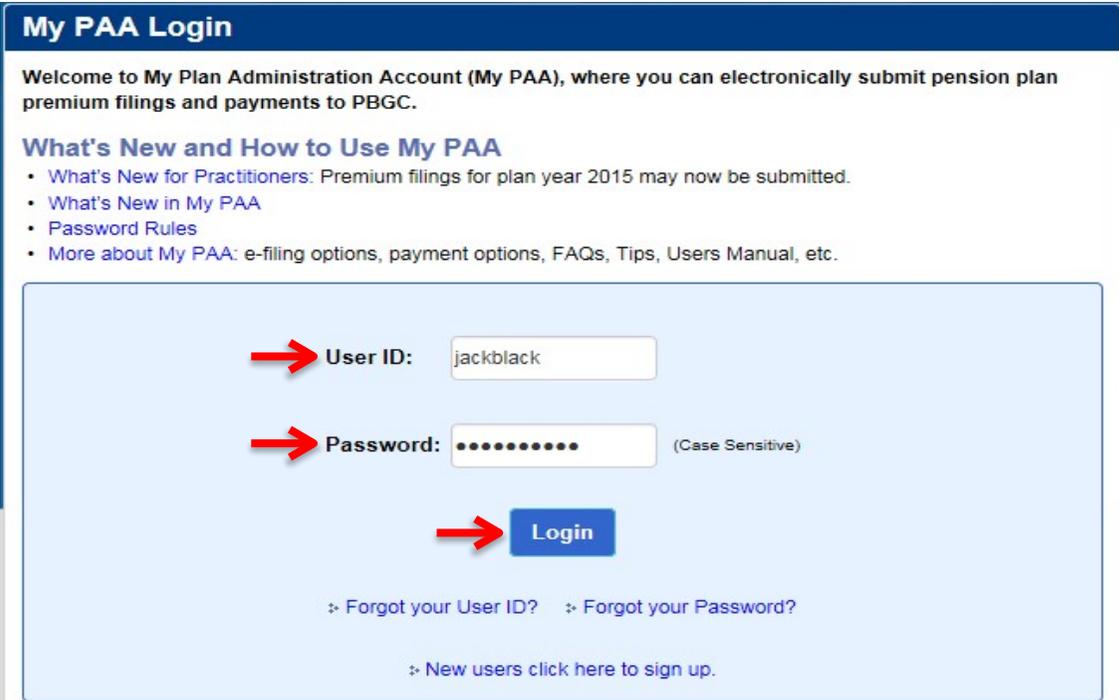
My Plan Administration Account (My PAA)

Check Status of Request

Check Status of Request

My PAA Login Page

- Enter your User ID into the field labeled “User ID” on the My PAA login page.
- Enter your Password into the field labeled “Password”.
- Select the button labeled “Login”.



My PAA Login

Welcome to My Plan Administration Account (My PAA), where you can electronically submit pension plan premium filings and payments to PBGC.

What's New and How to Use My PAA

- [What's New for Practitioners](#): Premium filings for plan year 2015 may now be submitted.
- [What's New in My PAA](#)
- [Password Rules](#)
- [More about My PAA](#): e-filing options, payment options, FAQs, Tips, Users Manual, etc.

User ID: jackblack

Password: (Case Sensitive)

Login

[Forgot your User ID?](#) [Forgot your Password?](#)

[New users click here to sign up.](#)

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Check Status of Request

Launch Page

- You are now logged into My PAA.
- If the Launch Page overlaid on top of your Home Page is displayed, select the “Go to a Plan’s Page” link in the Returning Users section.
 - ❖ The All Plans in your Account Page will be displayed (Slide 5).
- If the Home Page is displayed, go to the slide 4.

Note: The Launch Page is intended to help you initiate the premium related tasks. If you prefer not to see this page when you login, check the “Do not show this page at login” box and select “Close”.

My PAA (My Plan Administration Account) Launch Page

What do you want to do in My PAA (PBGC's premium e-filing application)?

Select the link(s) below to go to the section of the screens to initiate the tasks shown.

Shortcuts:

- [Review In-Process Filing\(s\)](#)
- [Create a Filing](#)
- [Import a Filing](#)
- [Upload a Filing](#)
- [Go to Home Page](#)
- [Go to a Plan's Page](#) (e.g., to review an Account History or Submit a Request)
- [Update or Deactivate My PAA Account](#)

Filing Coordinators:

- [Add a Plan](#)
- [Add a Practitioner](#)
- [Remove a Practitioner](#)
- [Change a Practitioner's Permissions](#)

Additional Resources:

- [Helpful Links](#)
- [Demo: Create a Comprehensive filing for Single-employer plan](#)
- [Demo: Create a Comprehensive filing for Multiemployer plan](#)
- [Demo: Review Plans and Correspondence in Your Account](#)
- [Demo: Submit Request, Penalty RFR or Refund](#)

Do not show this page at login

Close

Check Status of Request

From the Home Page

- You can review up to 10 plans in alphabetical order in the Plans in your Account section. If necessary, select the “View all Plans” link to see all of your Plans (Slide 3).
- Select the appropriate plan name from the “Plan Name” column in the Plans in your Account section.
 - ❖ The Plan Page will be displayed (Slide 6).

Note 1: You can search and sort the columns to find a particular plan.

Note 2: The Menu Bar on the top of every My PAA screen can be used to easily access other pages, e.g., the Launch Page and Help information.

The screenshot displays the PBGC My PAA Home Page. At the top, there is a navigation menu with options: LAUNCH PAGE, HOME, PLANS, FILINGS, HELP, DEMOS, My Account, and Logout. The user is identified as Jack Black. The page is divided into several sections:

- Home Page:** Includes a "Quick Links" section with buttons for Add Plan, Create Filing, Import Filing, and Upload Filing. It also has a "Right Now" summary box showing 5 Filings Count (In-Process), 5 You Hold, 0 Others Hold, and 5 Plans Count.
- In-Process Filings:** A table listing active filings with columns for Filing, Last Routed, Plan Name, EIN/PN, and Held By. A "View all In-Process Filings" link and a "Clear Sort" button are present.
- Plans in Jack Black's Account:** A table listing plans with columns for Plan Name, EIN/PN, and Actions. A search bar and "View all Plans" link are at the top. Red arrows point to the "View all Plans" link and the "Retirement Plan 4" row.
- Import Software-Prepared Filing(s):** A section for transferring filing data into My PAA editing screens, with an "Import Filing(s)" button.
- Upload Software-Prepared Filing(s):** A section for uploading filing data, with a "View all Uploads" link.

Check Status of Request

From the All Plans in Your Account Page

- Select the appropriate plan in the “Plan Name” column.
- The “Plan Page” will be displayed (Slide 6).
- Plans are typically displayed in the Active Plans section.
- You have the option to move a plan to the Archived Plans section (e.g., if the plan is rarely used) by checking the box for the plan and clicking the “Move to Archived Plans” button.
- To return the plan to the Active Plans section, check the box for the plan and click the “Move to Active Plans” button.

Note: You can search and sort the columns to find a particular plan within the Active and Archived Plans sections.

All Plans in Jack Black's Account

[Instructions](#)

[Print this page](#)

Active Plans

Plan Name / EIN

Plan Name ^	EIN/PN ⇅	Actions	View Account History
Retirement Plan 1	10-4104104 / 001	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 2	44-4555222 / 001	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 3	44-4777888 / 001	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 4	55-6666666 / 777	Create a Filing	Account History <input type="checkbox"/>

Archived Plans

Plan Name / EIN

Plan Name ^	EIN/PN ⇅	Actions	View Account History
Retirement Plan 5	10-2102102 / 001	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 6	65-0425084 / 002	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 7	10-3103103 / 001	Create a Filing	Account History <input type="checkbox"/>
Retirement Plan 8	74-2980802 / 231	Create a Filing	Account History <input type="checkbox"/>

Plan Page

Check Status of Request

Quick Links:

- Select a link to go directly to the Premium Filings section, the Plan Practitioners section, the Plan Correspondence page, Submit a Request or Check Status of Request.

Plan Information:

- Review Plan Sponsor, Plan Administrator, and Plan Contact in the Plan Information section.

Account History:

- Select "Account History" link to continue to Account History.
- Select "About Account Histories" link to learn about the data on the Account Histories.

Note: You must have been given the "permission" to view the plan's Account History.

Premium Filings for the Plan:

- "All Filings" is the default option selected, which displays the In-Process Filings first and then the Submitted filings.
- Select a "Filing" Link to review an In-Process filing via the Filing Manager Page or to review the receipt for a submitted filing.

Premium Filing Practitioners for the Plan:

- Review practitioner permissions for the Plan in the "Premium Filing Practitioners" section.

- Select the appropriate link to logout of My PAA or to go to another page (e.g., the Home page).

Plan Page

Quick Links

- Premium Filings
- Plan Practitioners
- Plan Correspondence
- Submit a Request
- Check Status of Request

Plan Information

Retirement Plan 4 - 55-6666666 / 777

Plan Sponsor: Plan Administrator: Plan Contact:

Note: The information displayed here is the most up-to-date information that PBGC has on record for this plan. For instructions on how to update this information (outside the premium filing process) call the PBGC Contact Center at 1-800-736-2444. TTY/TDD users may call the Federal relay service at 1-800-877-8339 and ask to be connected.

Account History

Premium Filings and Payments Received by PBGC

Account History

There will be a delay between when the filing is submitted and when it shows in the Account History. Due to the delay, this Account History may not include your most recent filing.

→ About Account Histories

Premium Filings for the Plan

Create a Filing

In-process Submitted All filings

Filing	Confirmation #	Filing Method	Received Date	Status
2015 Comprehensive*	3962142	Screen Prepared	4/11/2016 3:56:19 PM	Submitted/Successfully Processed
2015 Comprehensive	3057124	Screen Prepared	3/7/2016 12:54:42 PM	Submitted/Deleted

Premium Filing Practitioners for the Plan

Invite a Practitioner

Edit	Name	Permissions	Phone	Email	Remove Practitioner
	Sue Practitioner	Plan Administrator, Paying Agent, Preparer	202-326-4000	SPRACTITIONER@WORKEMAIL.COM	
	Jonny Doe	Preparer, Paying Agent	313-313-3333	JONNYDOE@WORKEMAIL.COM	
	Jack Black	Actuary, View Account History, Filing Coordinator, Paying Agent, Plan Administrator, Preparer	123-123-1234	JBLACK@WORKEMAIL.COM	

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Check Status of Request

➤ Check Status of Request:

- ❖ The page displays the status of the request(s) created via the “Submit a Request” Quick Link in addition to other relevant items which may have been created internally by the PBGC.

Note: It is common for plans to not have any requests listed on this page. A message will show if there are no requests to track at that time.

- ❖ Select the appropriate link to logout of My PAA or to go to another page (e.g., the Plan Page).



[LAUNCH PAGE](#) [HOME](#) [PLANS](#) [FILINGS](#) [HELP](#) [DEMOS](#) [My Account](#) [Logout](#)

Check Status of Request

[Instructions](#)

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The chart below displays the detail of certain plan specific requests which the PBGC is tracking, created after 12/31/2017. The chart includes all requests that filing team members created via the "Submit a Request" Quick Link in addition to other relevant items which may have been created internally by the PBGC. It is common for plans to not have any requests listed on this page. Generally, any items with a "Complete" status should have an associated letter available in the "Plan Correspondence" Quick Link. If you have any questions about any of the data displayed, please send an email to premiums@pbgc.gov or call us at 1-800-736-2444 (select option "2" for premiums) and be sure to reference the Request ID noted in the chart. Referencing the Request ID will make it easier for the Premium Customer Service representative to identify the request.

Note: Please see the *Instructions* link above for additional details related to the "Pending Action per Plan Request" SR Type.

Plan Name: 3.11 BOA REGRESSION

EIN/PN: 705705705/705

Request ID	Date Opened	Request Type	Status	Date Closed
565689	07/18/2018	Contacted PBGC	Logged & Completed	07/18/2018
565299	07/12/2018	Pending Action per Plan Request	Pending Review	
560887	06/18/2018	Filing Did Not Post	Notice of Filing Error Sent	
560883	06/18/2018	Filing Did Not Post	Notice of Filing Error Sent	