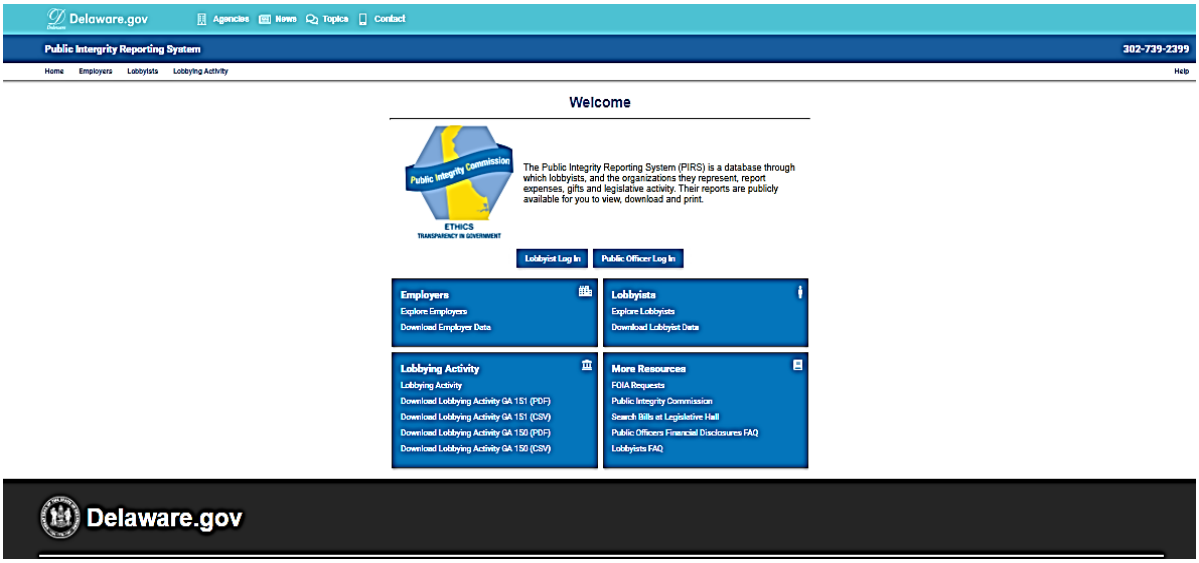
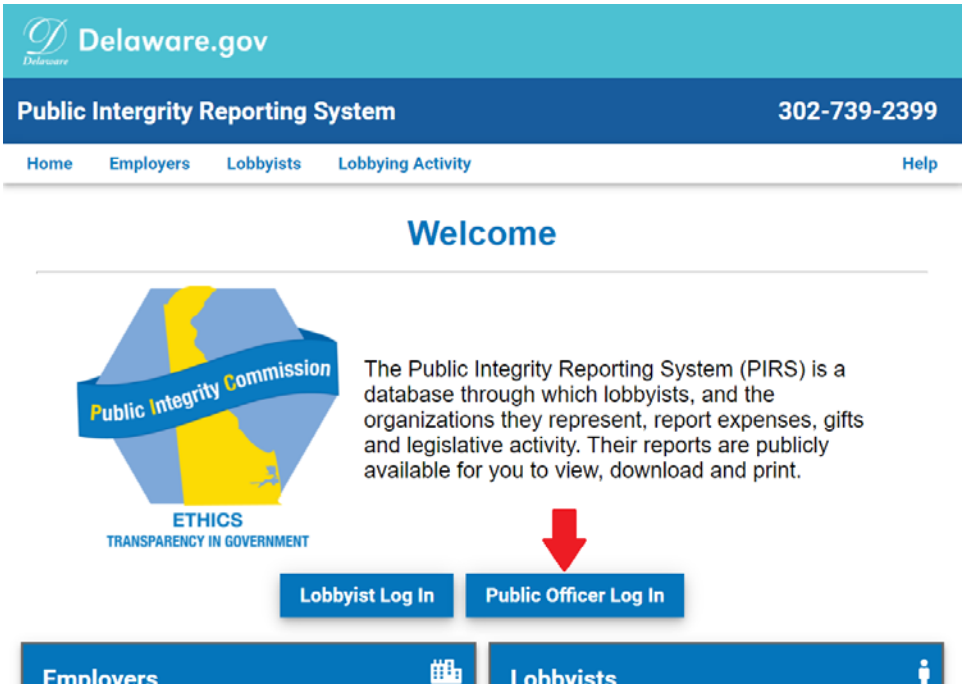
Account Setup for Non-State Public Officers

If you are a Public Officer or Candidate for public office and are logging into PIRS for the first time using a personal email address (ex. gmail, comcast, verizon), follow the instructions below

1. Begin by going to https://pirs.delaware.gov

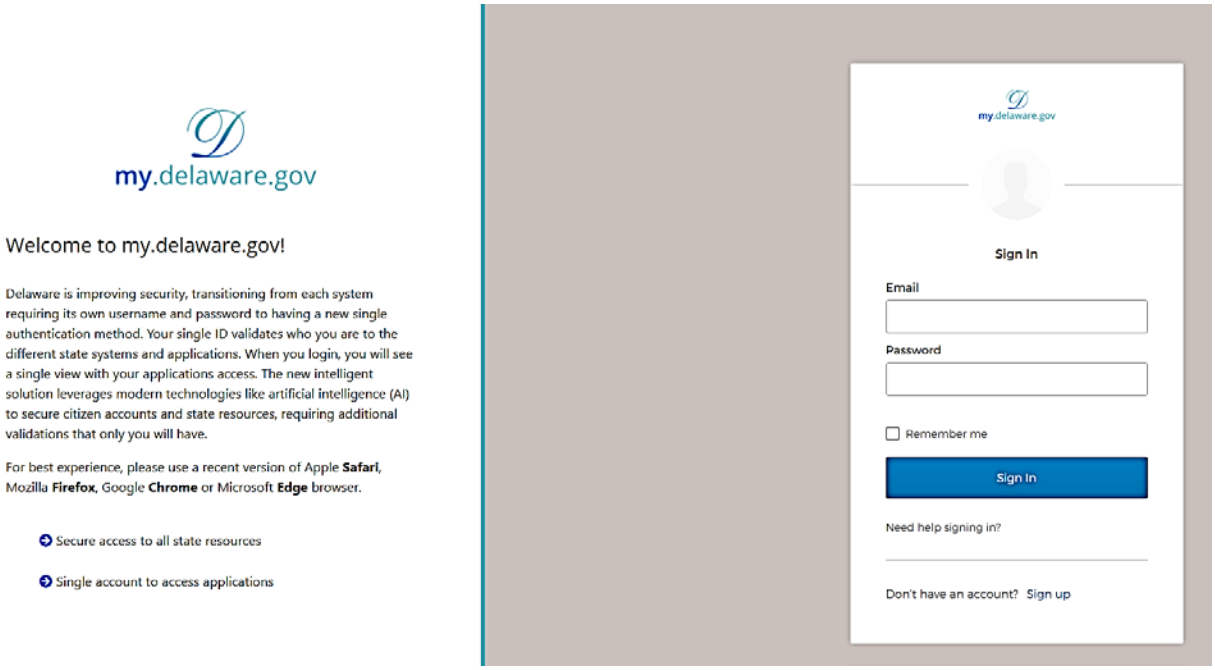


2. Click on the Public Officer Login Button



3. The Login Page will display. Click on the “Other Sign In” button

4. You will be taken to the My.Delaware.Gov sign-in page similar to the one below



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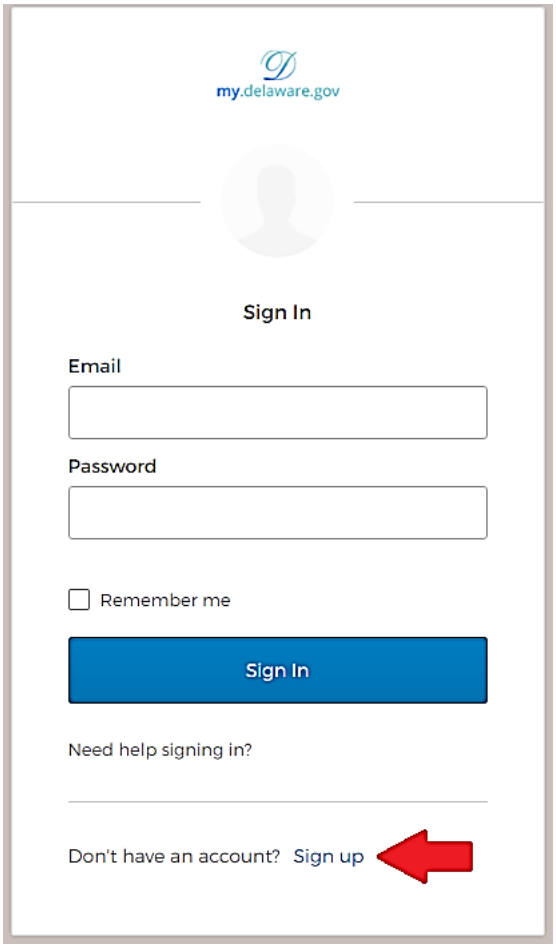
5. Click on the “Sign-up” link after “Don’t have an account?” at the bottom of the sign-in area



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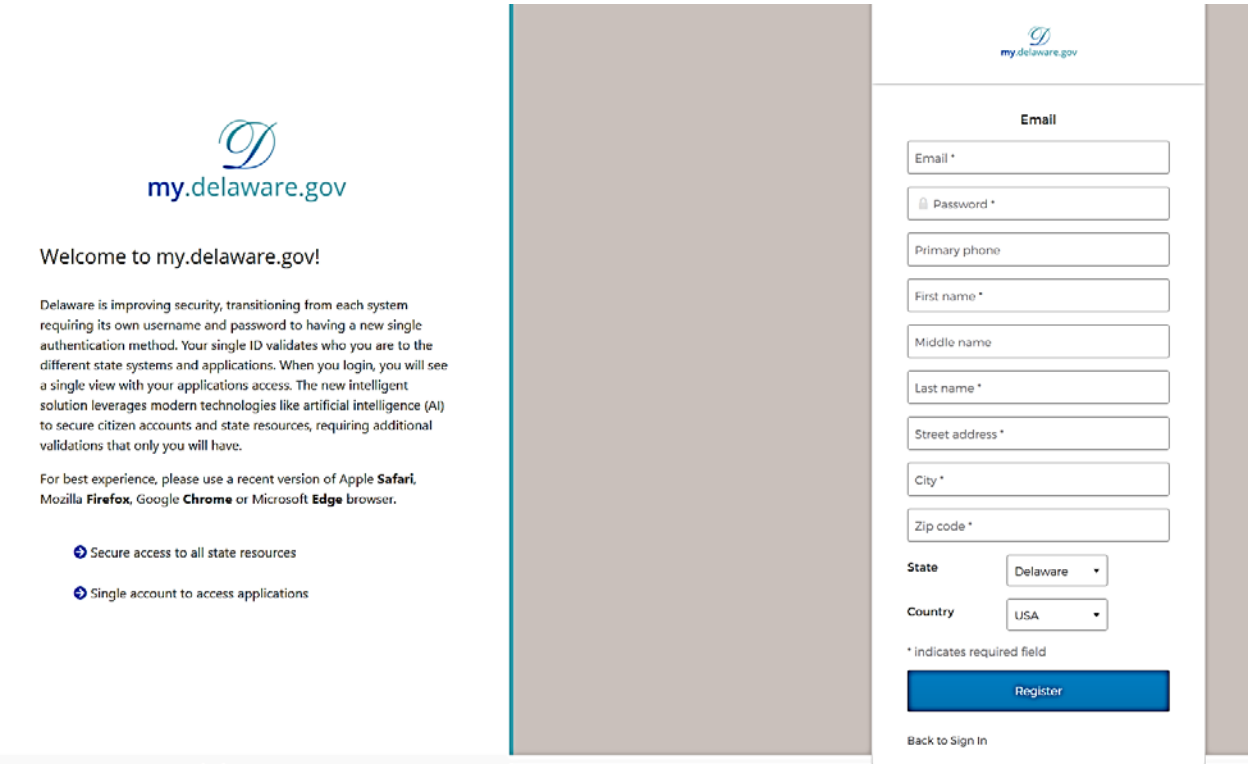
6. The registration page similar to the one below will display



7. Fill in the requested information and click on the “Register” button

- When entering your Primary phone number, just provide the numbers. Ex. 3025551212

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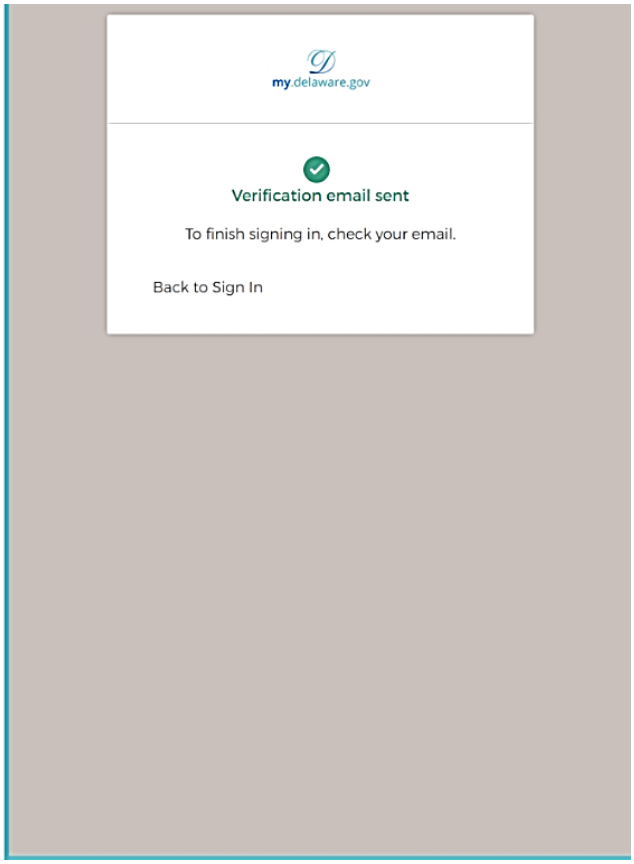
8. Upon successful submission, the registration page will change to the following.



my.delaware.gov

Welcome to my.delaware.gov!

Delaware is improving security, transitioning from each system requiring its own username and password to having a new single authentication method. Your single ID validates who you are to the different state systems and applications. When you login, you will see a single view with your applications access. The new intelligent solution leverages modern technologies like artificial intelligence (AI) to secure citizen accounts and state resources, requiring additional validations that only you will have.

For best experience, please use a recent version of Apple **Safari**, Mozilla **Firefox**, Google **Chrome** or Microsoft **Edge** browser.

- Secure access to all state resources
- Single account to access applications

9. You can close this browser tab if you wish.

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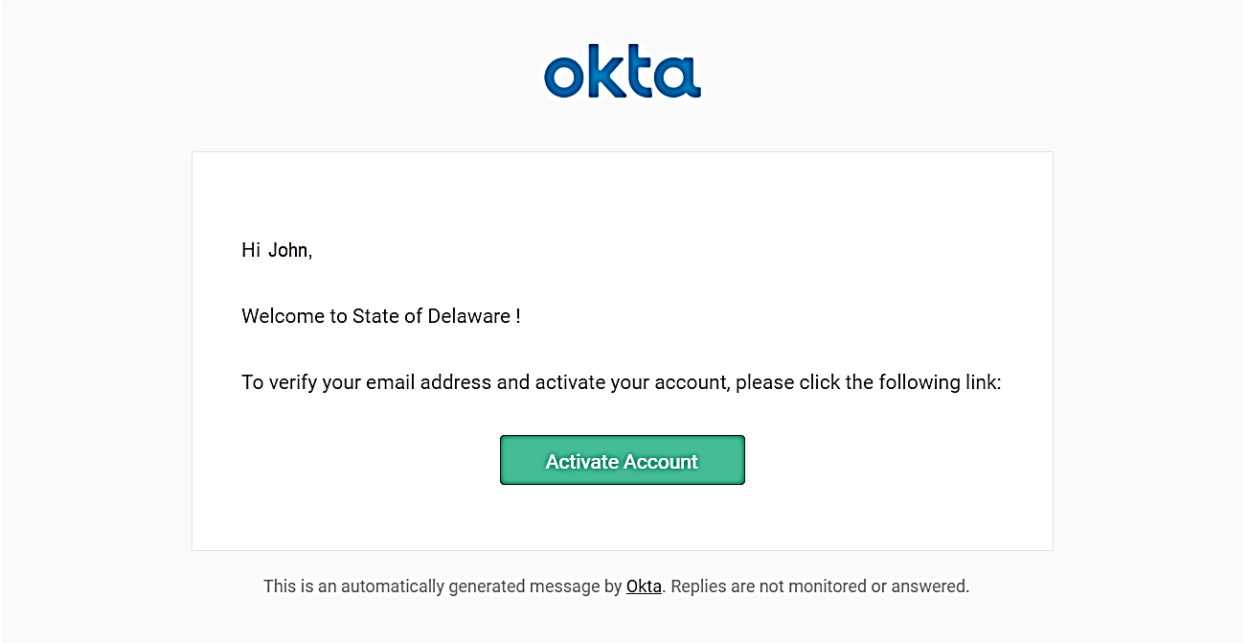
10. Proceed to the email account you specified on the registration page and locate the email from My Delaware (NoReply@my.state.de.gov) with the subject line “Activate Account” and open the email. An email similar to the one below will display



11. Click on the “Activate Account” button. A web browser page with the PIRS Login Page. Click on the “Other Sign In” button

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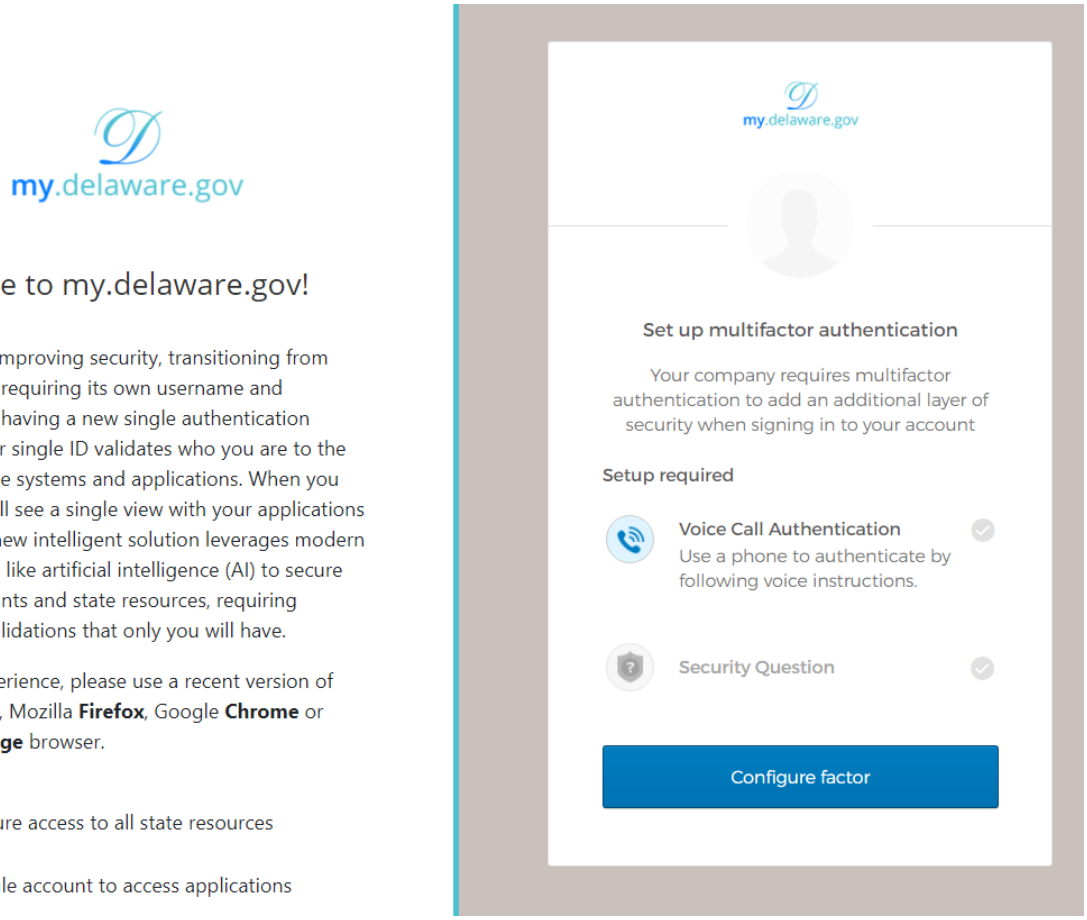
12. You will be returned to the My.Delaware.Gov application to specify the two required methods of multifactor identification: Voice Call Authentication and Secret Question. These will be used to verify your login and will also provide you the ability to use a different method should you forget one



13. Click on the "Configure factor" button to complete the enrollment for Voice Call Authentication

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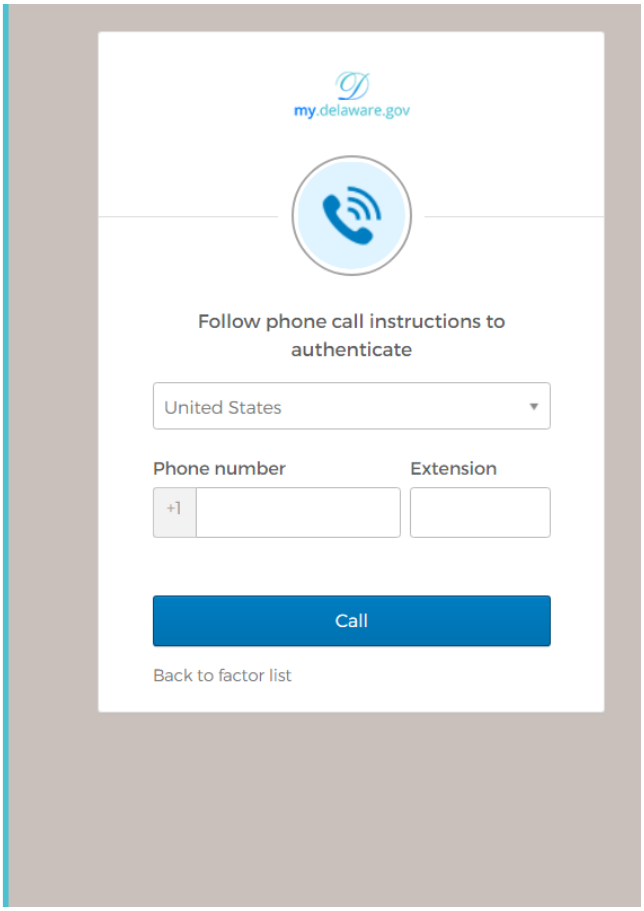
14. The screen will change to the following. Enter a phone number and click on the Call button



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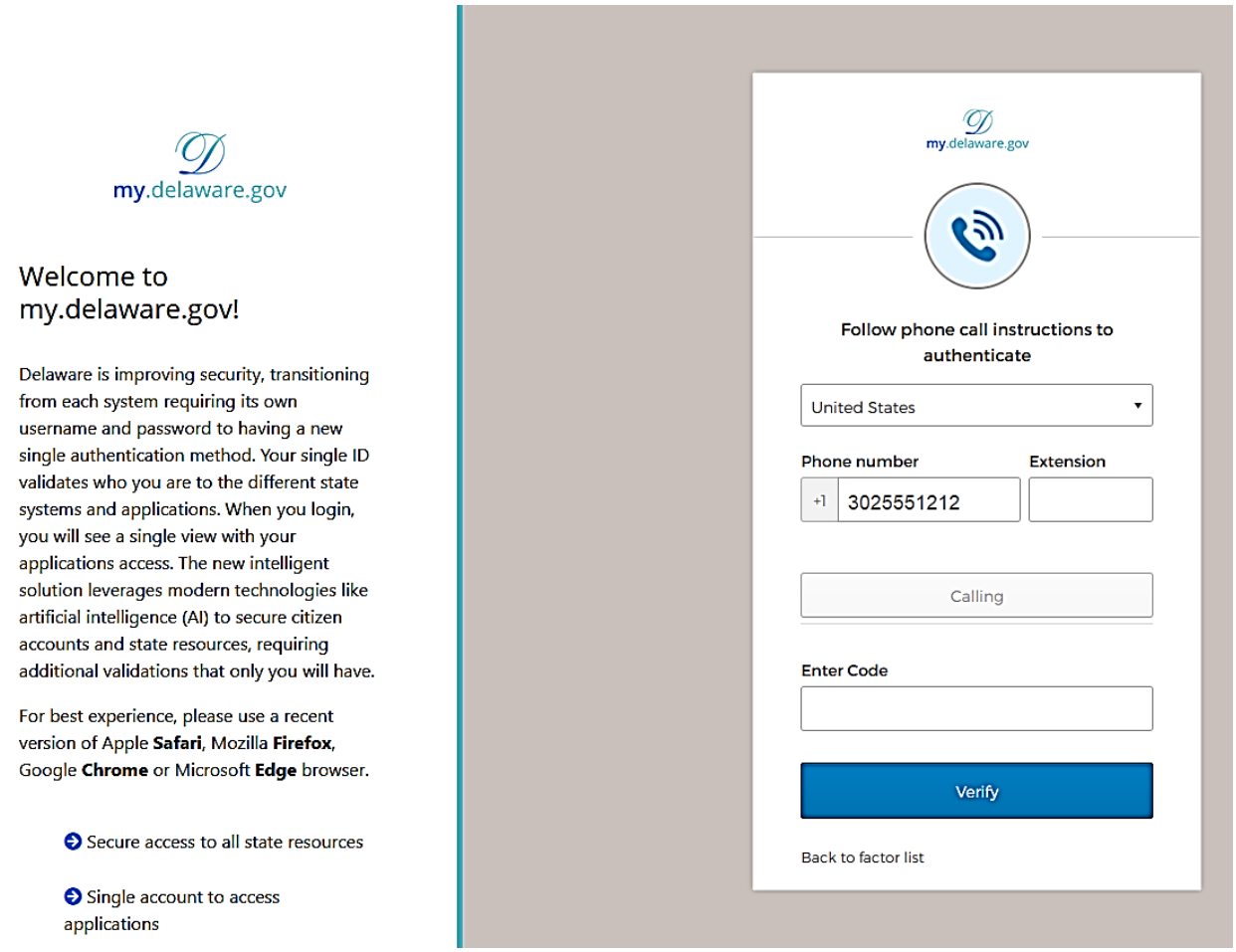
15. You will receive an automated call at the number specified and a verification code will be provided twice for you to enter in the Enter Code box



16. Enter the code provided and click on the Verify button.

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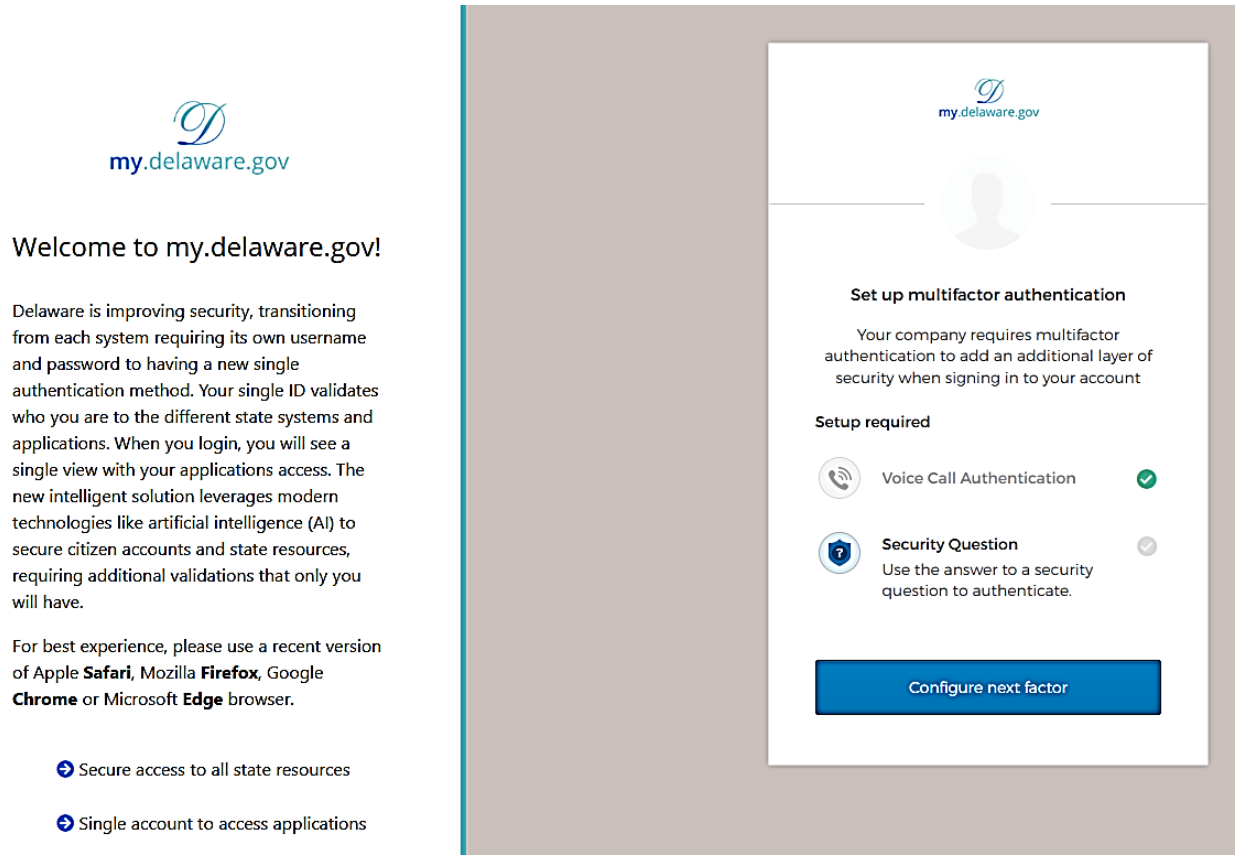
17. The screen will next ask you to provide the second multifactor identification. Click on the “Configure next factor” button.



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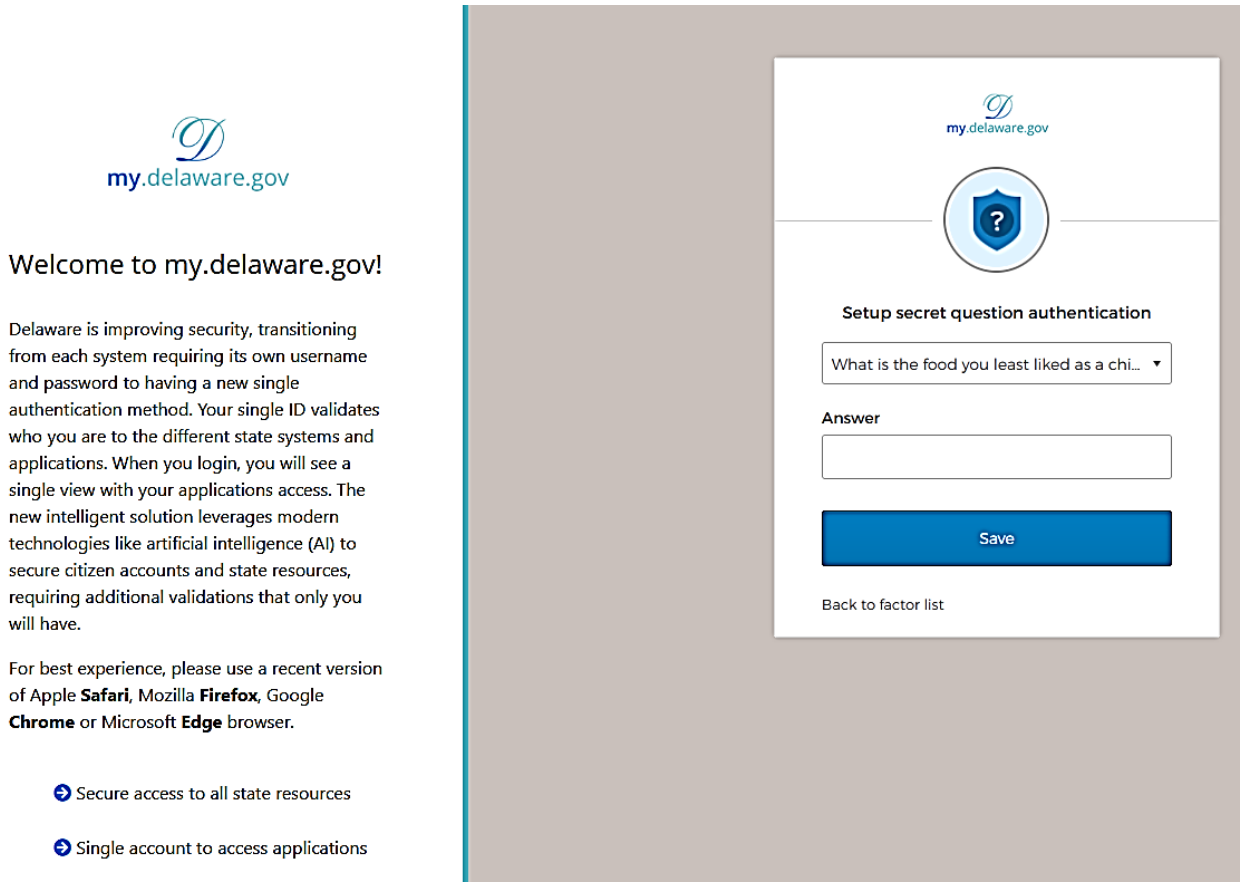
18. On the Setup secret question authentication page, choose one the questions from the dropdown. Provide a value in the Answer box and click on the “Save” button”



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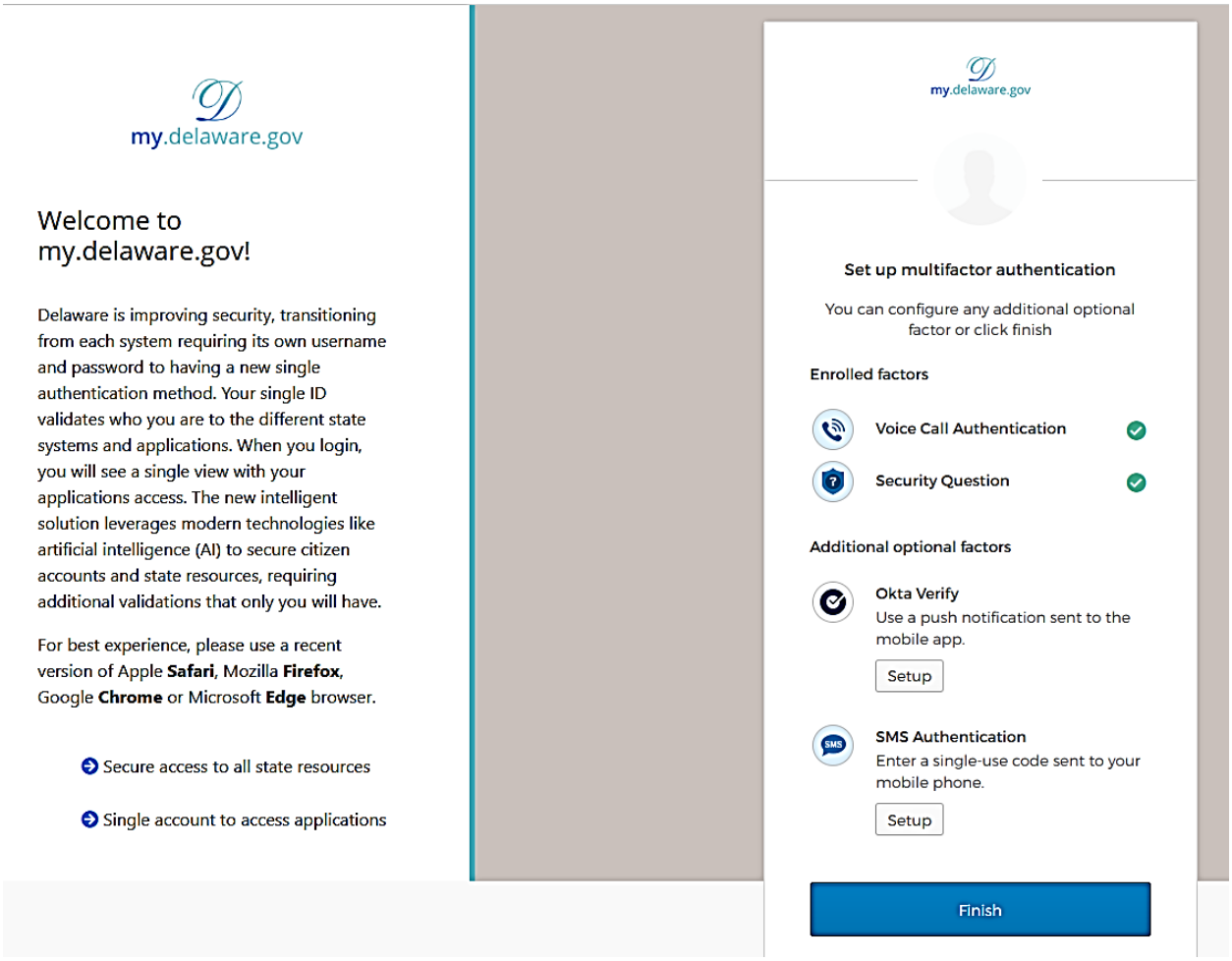
19. You are returned to the Set up multifactor authentication screen. You may optionally choose to configure either one or both of the additional authentication methods. After you have configured your authentication methods, click on the “Finish” button.



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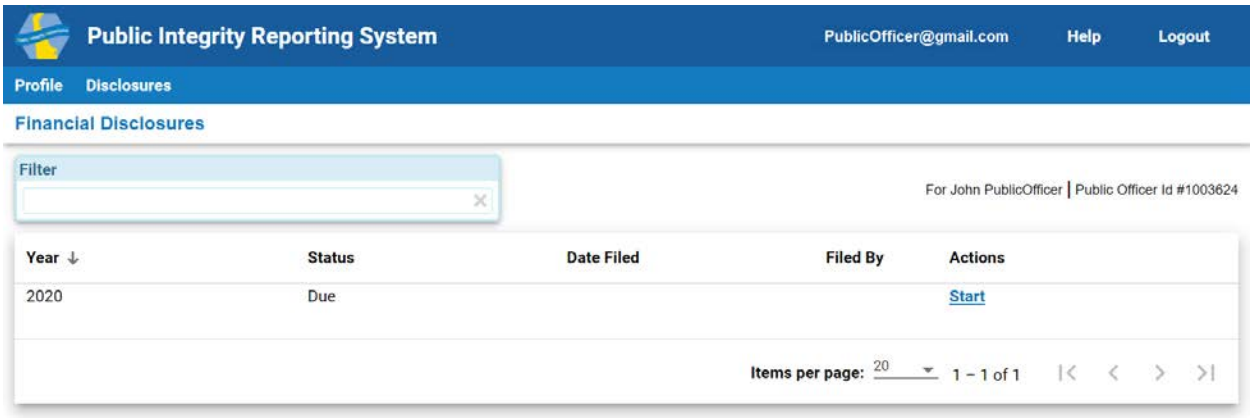
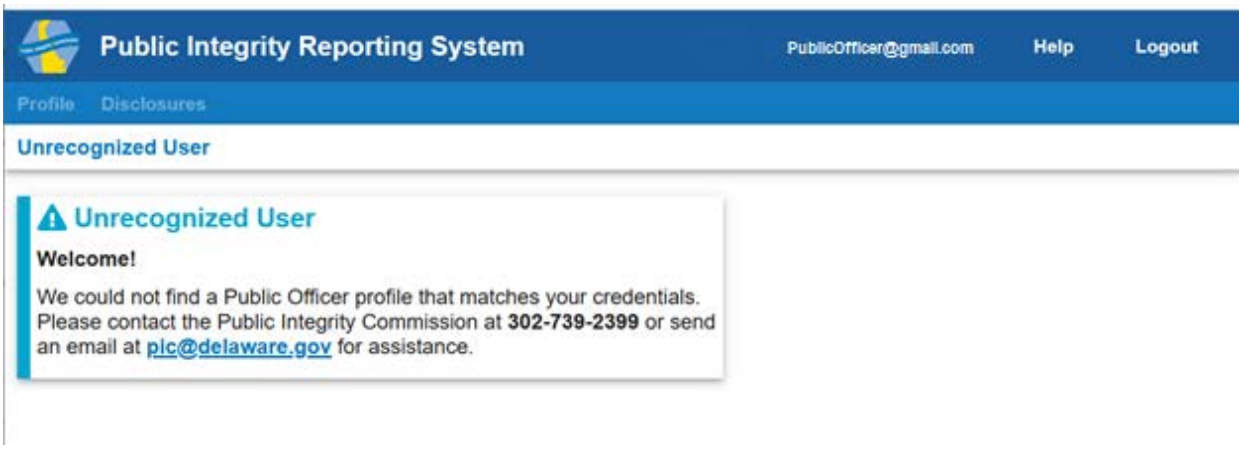
20. A screen similar to the one below will be displayed. You may now begin the Financial Disclosure or logout of the PIRS application



If you arrive at the following screen, please contact the Public Integrity Commission.