Government of JERSEY

For administrators and other users:

Guidance notes

Access and management of the Pillar Two Platform

This guide helps administrators and other users create accounts and enables administrators to delegate access.

MAY 2026

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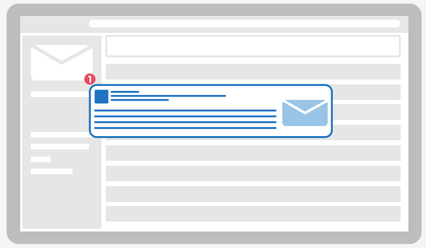
User permissions

Actions	Principal	Admin	User
Logs in with Yoti/JerseyMe	✓		
Logs in with 2FA (two-factor authentication)		✓	✓
Can appoint and manage administrators	✓	✓	
Can appoint and manage other users	✓	✓	
Can view and edit registration details	✓	✓	✓
Can download PDFs	✓	✓	✓
Can submit the MCIT return	✓*	✓*	✓*
Can view statements	✓	✓	✓

*Available in a future release

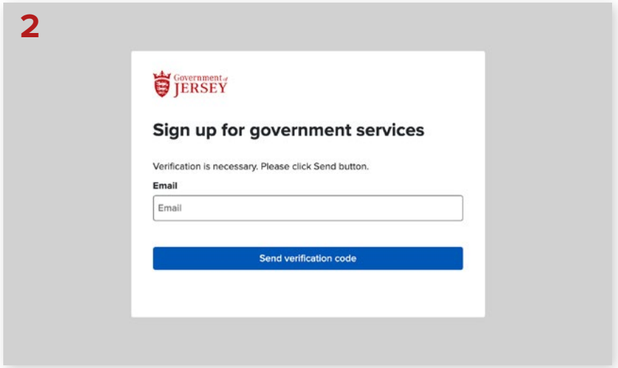
Log into Pillar Two Platform

1



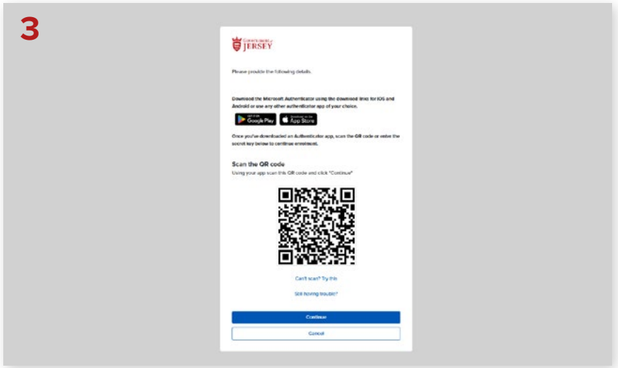
Only principals and administrators can invite other administrators and users. Once invited, you will receive an email with an invitation, requesting you to sign up for a government services account.

2



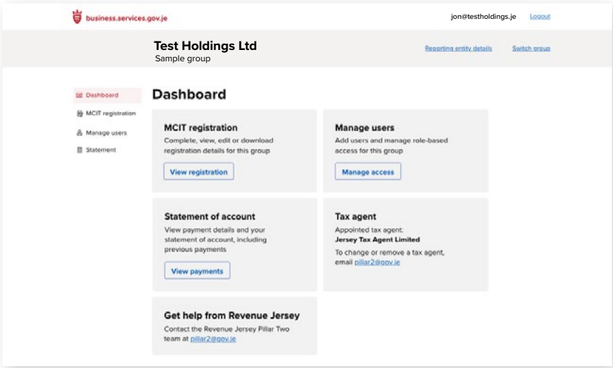
Set up your account using the email address you were invited with, verify your account by entering the email verification code and set up your password.

3



On first login, activate your 2FA (two-factor authentication) by scanning the QR code with your mobile device. Please add your new account to your authenticator. You will need this on every login.

4

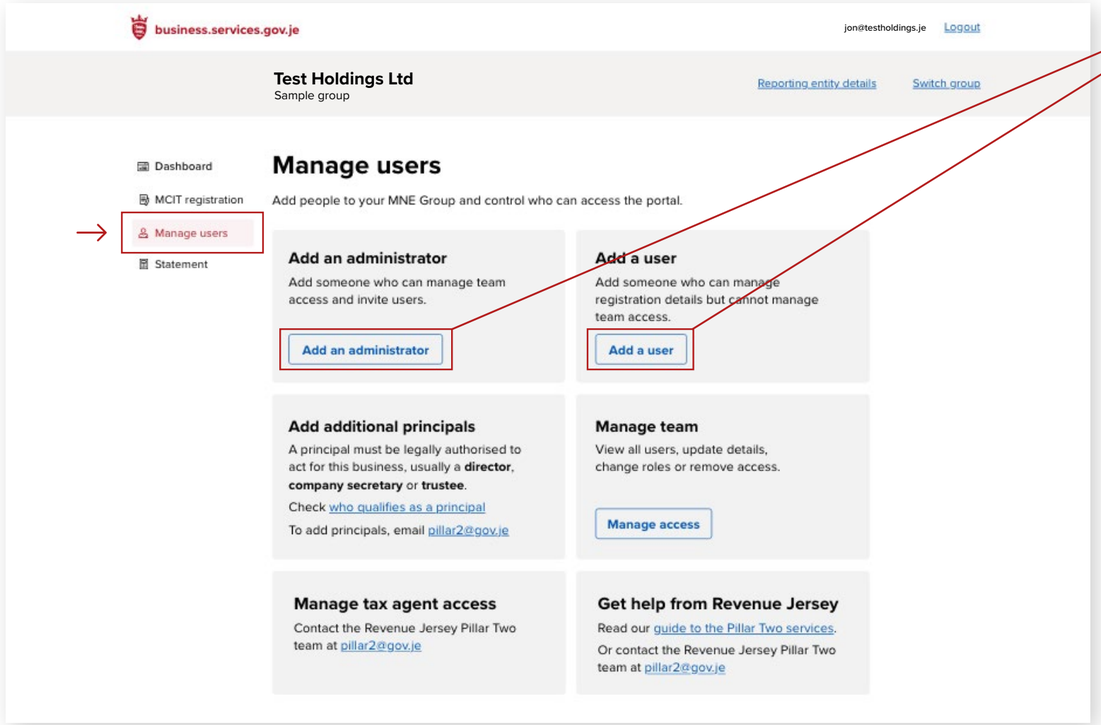


After logging in, you will be able to see Pillar Two Platform where you can invite other users*, edit MCIT registration, or see MCIT payment details.

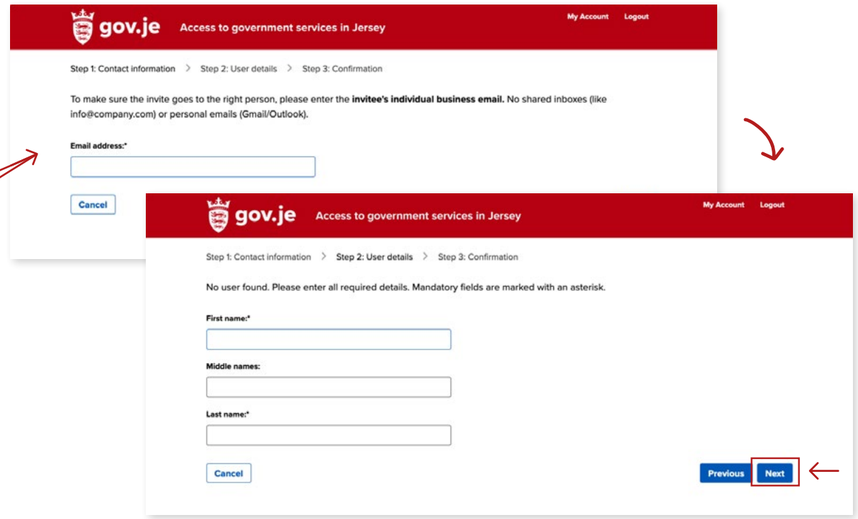
*If you are an administrator.

Delegate access to other users

This is only available to **principals** and **administrators;** other users will not have access.

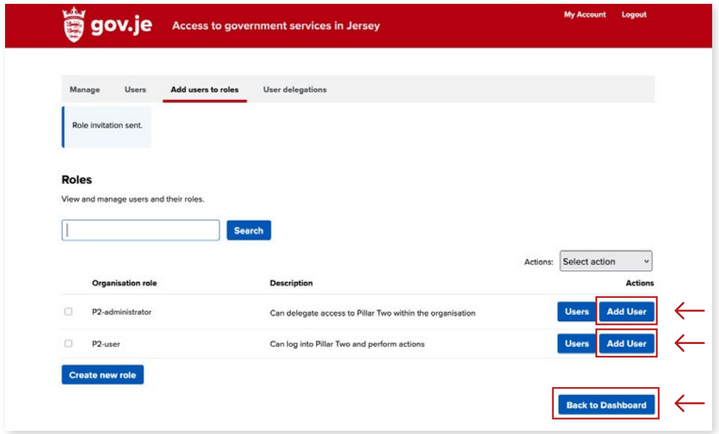


To assign another member of your team to your group, go to the "**Manage users**" tab and select the type of role you would like to add.



Please provide an email address, first name and last name and select "**Next**".

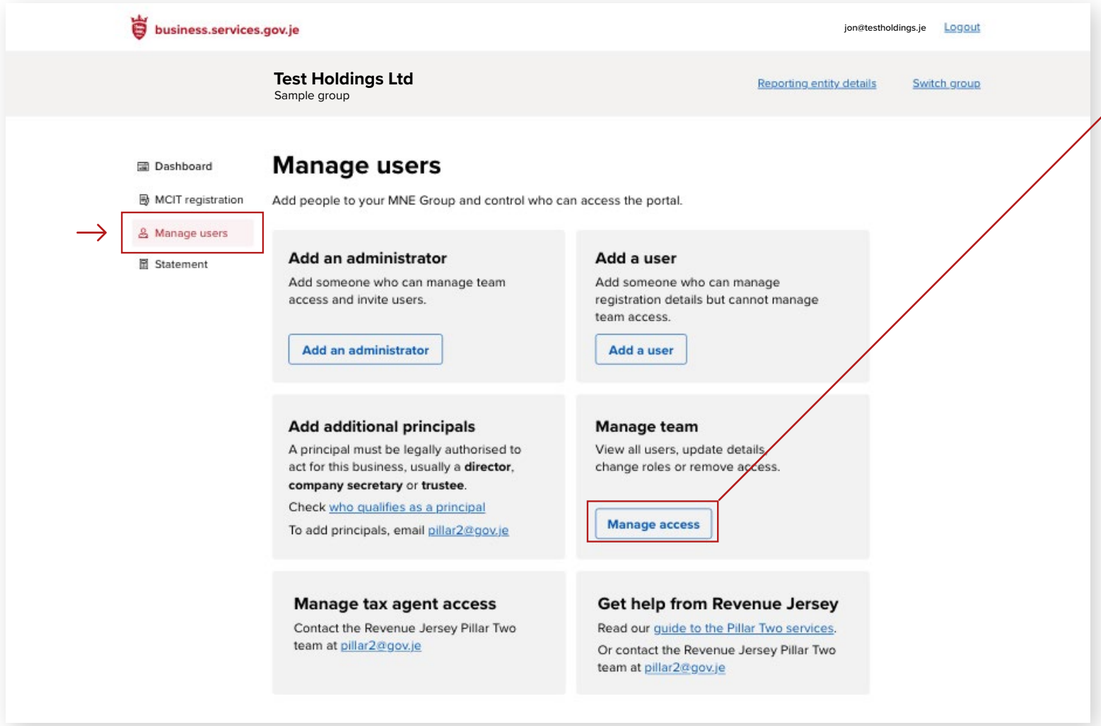
Finally, confirm the details you have submitted. An invite email will be sent to the new user to register.



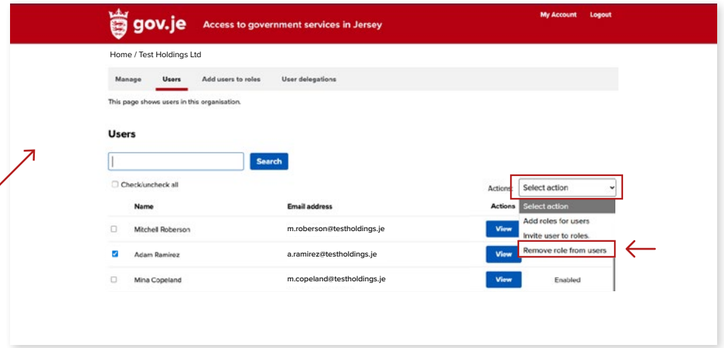
You can add more team members by selecting the "**Add user**" button for the relevant role, or you can select "**Back to dashboard**" to take you back to Pillar Two Platform

Remove access for other users

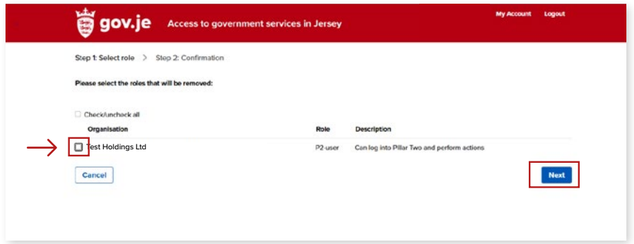
This is only available to **principals** and **administrators;** other users will not have access.



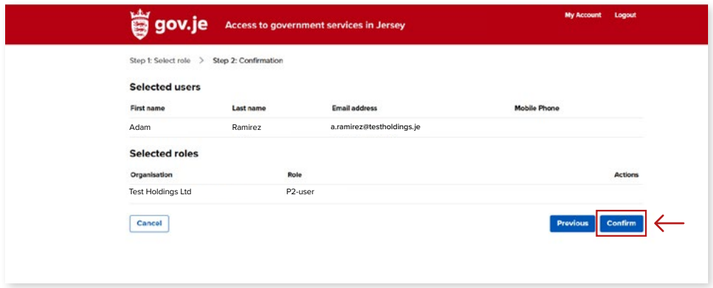
To remove access for other users, go to the “**Manage users**” tab and select “**Manage access**”.



Select the user you want to remove from your organisation and select “**Remove role from users**” from the “**Action**” drop-down.



Tick your organisation and select “**Next**”



Select “**Confirm**” to remove a user from your organisation.