

This Bulletin contains information on:

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IPSA system downtime

Please note that all IPSA systems, including the online expenses system, will be unavailable for scheduled downtime between 17:30 and 19:00 on Friday 13th February.

We need to undertake some vital maintenance work. We apologise for any inconvenience this may cause.

New RSA software tokens – urgent action required for 210 MPs

We urgently need those MPs and proxies who have not already done so to replace the physical RSA tokens you currently use with a software token to access IPSA's online expenses system.

Time is fast running out; after March, the old physical token you currently use will no longer work.

What you need to do

So that we can issue you with a software token, please visit <http://mobile.parliamentarystandardsbackend.org.uk/> using the device on which you want to install the software token. Then answer a few security questions. The software token will then be emailed to you within two weeks, as your individual token has to be created. Your old physical token will need to be returned to us.

Countdown to the General Election

We wrote to you earlier this week outlining some key dates in the run up to the General Election. With just 84 days until polling day and only 47 days until Parliament is dissolved, now is the time to make sure you have all your affairs in order for the end of this Parliament.

By the end of the Parliament you need to pay back any advance loan you have from IPSA and provide us with alternative contact details for use over the dissolution period. [Click here to read our dissolution guidance](#), telling you what you need to do.

We are sending a regular financial statement to each MP in the run up to the Election; we hope this helps you to manage your budgets.

[You can find much more information on our dedicated General Election website.](#)

If you have any questions or want to discuss what might happen after the Election, please do not hesitate to contact us.

IPSA Contact Details

Phone: IPSA Information Line: 020 7811 6400 (Open daily from 10am-5pm)

Email: info@parliamentarystandards.org.uk

Post: IPSA, 4th floor, 30 Millbank, London, SW1P 4DU

Website: www.parliamentarystandards.org.uk