Credentialing - Lockheed Martin Existing Users

Page Contents

- Page Contents
- Jump to...
- Token Renewal
- Proofing Upgrade

Jump to...

- LMP2P Overview
- LMP2P Credentialing
- LMP2P Get Started
- LMP2P Register
- LMP2P Self-Help

This section provides the steps associated with renewing an existing Phone One Time Password (OTP) with Proofing credential and upgrading an existing credential to a Phone One Time Password (OTP) with Proofing credential.

Token Renewal

Your token renewal date is based on your purchase date. To access and view your renewal date:

Step 1. Login to your MAG user account.

Step 2. Select the **Manage OTP** tab, then select **View Details**.

  NOTE: The system notifies you when you are 60, 30, 15, and days from expiration, as well as the day of and 30 days after expiration.

To renew your Phone OTP:

Step 1. Go to Exostar's web store at https://www4.exostar.com/sms_otp.

Step 2. Select **Lockheed Martin Procure to Pay (LMP2P)** from the drop down provided.

Step 3. Select the **View Available Renewals** button under the **Subscription Renewal** product.

Step 4. Follow the prompts on the screen to select the desired product and click **Add to Cart**.

Once payment is received for the renewal, the expiration date updates to one year from the original date of expiration.

  NOTE: There could be a delay in receiving the updated information from the web store, to update the expiration date. It is a good idea to renew your OTP Token well ahead of the actual expiration to ensure it does not expire.

Proofing Upgrade

If you already have a Phone-Based OTP, but you have not previously completed the identity proofing process, you must perform a proofing upgrade. To determine if you need to perform a proofing upgrade:

Step 1. Go to https://portal.exostar.com and login using your OTP token.

Step 2. Go to the **My Account** tab and click the **Manage OTP** sub-tab.

Step 3. Review the requirements for participating in the Proofing Upgrade process at the bottom of the page.

Step 4. Select the checkbox indicating you understand, and click **Upgrade**.

  NOTE: Please see the proofing steps detailed in the **Activate OTP Hardware Token** section of the **OTP User Guide** from the Downloadable Guides page.

Step 5. Confirm your identity information and select your country. Click **Next**.

Step 6. In order to complete the upgrade, you are required to participate in the identity verification process. Follow the prompts on the screens presented. How useful was this content?

Your Rating: Results: 26 rates