

### **Registered Plans Directorate**

# My Registered Plan Account Forum

# My Registered Plan Account

The My Registered Plan (My RP) Account portal is an innovative digital solution aimed at modernizing and automating the workflow of the Registered Plans Directorate (RPD), which has traditionally relied on paper-based processes. By streamlining operations and reducing processing times, the portal enhances the efficiency and convenience of service offerings for clients. The portal serves as a secure platform for electronic communication and document submissions, transforming the Directorate's interactions with stakeholders and improving the overall client experience.

#### Our mission

Our mission is to modernize the Registered Plans Directorate by putting in place the My RP portal, transforming service delivery through secure, efficient, and user-friendly digital solutions. We are committed to enhancing client satisfaction by streamlining processes, safeguarding personal information, and fostering a data-driven culture that empowers informed decision making and operational excellence.

## Industry clients we serve

- Administrators
- Applicants
- Carriers
- Issuers
- Promoters
- Sponsors
- Trustees





### Portal launch

The RPD plans to put the portal in place in spring 2026. Please note that the proposed date is subject to change based on budget considerations and ongoing planning efforts.

## My RP functionalities

#### Single sign-in service

Access My RP using your existing login credentials through the Canada Revenue Agency's single sign-in service.

#### Represent a Client

Primary plan owners can use My RP to authorize representatives to manage their accounts.

#### **Profile services**

Users can access and manage their personal information, representatives, and notification preferences.

#### Registered plan services

Users can access various services including filing annual information returns, amendments, waivers, new plan numbers, registrations, and more.

#### Submit documents

Submit documents for your registered plan or new registration packages.

### Correspondence

Users will have the ability to securely send and receive electronic correspondence with the Canada Revenue Agency.

