Digital Identity, myGovID and the Data Exchange

Task card

This task card discusses:

- Accessing the DEX Portal
- What is Digital Identity?
- What is myGovID?
- Link your myGovID to a business using Relationship Authorisation Manager (RAM)
- Stay Smart Online

Summary

- Digital Identity lets you prove who you are when using government online services such as the Australian Business Register and the Data Exchange. A Digital Identity is not a replacement for physical documents such as your birth certificate, visa, driver's licence or passport.
- Relationship Authorisation Manager (RAM) is an authorisation service that allows you to act on behalf of a business online when linked with your Digital Identity, like myGovID.
- A Data Exchange Organisation Administrator must complete a User Access Request form to access the Data Exchange.
- Data Exchange Organisation Administrators can create other Data Exchange Organisation Administrators for their organisation.
- You will need a smart device to create your Digital Identity, such as myGovID.
- Steps should be taken to protect online personal and financial information.

Accessing the DEX Portal

The DEX Portal uses the Australian Government Digital Identity System to verify users. Digital Identity is a safe, secure and convenient way to prove who you are online.

myGovID is the Australian Government's Digital Identity app. To access the Data Exchange Portal (DEX) you will need at least a Basic identity strength.

What is Digital Identity?

The DEX Portal uses the Australian Government Digital Identity System to verify users. Your Digital Identity is a safe, secure and convenient way to prove who you are when accessing government online services.

More information about Digital Identity can be found here.

What is myGovID?

myGovID is the Australian Government's Digital Identity app. Your myGovID is different to your myGov account.

Download the myGovID app to your smart device to prove who you are when accessing government online services like the DEX Portal.

For help with setting up your myGovID, click here

Link your myGovID to a business in RAM

Relationship Authorisation Manager (RAM) is an authorisation service that allows you to act on behalf of an entity online when linked to your Digital Identity, like myGovID.

How you link depends on your role:

- principal authority - person responsible for the entity. A principal authority needs to link to the entity in RAM first before others can be authorised to access government online services like the DEX Portal on behalf of the business. To link the business in RAM as a principal authority, you need a myGovID with a Standard or Strong identity strength.
- authorised user or administrator- someone who acts on behalf of an entity. A principal authority or authorisation administrator needs to authorise you before you can access the DEX Portal on behalf of an entity. You'll use your myGovID to log into RAM and accept an authorisation request.

For more information on RAM go to info.authorisationmanager.gov.au.

Requesting access to the Data Exchange

To simplify access requests to the Data Exchange, the first user to submit the User access request form is the Data Exchange Organisation Administrator. The Organisation Administrator can manage user access for the organisation including creating other users, adding outlets and managing access to the activities delivered by the organisation. Go to the Add and edit a user task card (Editing a user) for more information.

We recommend that multiple Data Exchange Organisation Administrators are set up for each organisation.

If a Data Exchange Organisation Administrator requires access to multiple organisations, they will need to have their Digital Identity linked to each of the ABNs by the relevant principal authority(s) using RAM.

Stay Smart Online

Stay Smart Online is the Australian Government's online safety and security website. It is designed to help everyone understand the risks of using online services and the simple steps that can be taken to protect online personal and financial information.

More information on outlets, clients, cases and sessions is in the Data Exchange Protocols and the Training page.

For further help with myGovID, visit www.mygovid.gov.au/help

For further help with RAM, visit info.authorisationmanager.gov.au/get-started

For technical support, contact the Data Exchange Helpdesk by email dssdataexchange.helpdesk@dss.gov.au or on 1800 020 283 between 08.30am - 5.30pm (AEST/AEDT) Monday to Friday.