FPMT Password Reset

This job aid explains how to reset your FPMT account password.

✓ Please use Chrome or Firefox as your browser. Do not use Internet Explorer or Edge.
✓ Passwords expire per OCIO guidelines and will need to be reset according to the instructions below.
✓ Users may change their passwords before expiration by going to the My User Account module in FPMT.
✓ If you try to log in with an expired or incorrect password multiple times, your account will be locked.
✓ For assistance, please contact the OFM Help Desk at HeretoHelp@ofm.wa.gov or (360) 407-9100.

Go to https://fpmt.gorpm.com.

On the Sign in screen, click the Username and Password hyperlink.
Click the **Reset Password** hyperlink.
The **Reset Password** screen appears, as shown. Enter your email address and click **SUBMIT**.

The **Reset Password – Security Question** screen appears. Enter your answer and click **SUBMIT**.

The **Reset Password – Next Step** screen appears. Click **OK**

Check your inbox for an email, such as the one below, confirming your password reset and providing a temporary password.

**Note:** The password expires within 24 hours.
Follow the instructions in the email regarding logging in with your temporary password.

When you sign in, you will be required to:

- Verify your identity by answering one of your security questions

![Security Question Image]

- Change your temporary password to one of your own choosing

![Password Change Image]