

15 July 2021

As you may know, we are planning to upgrade IPSA Online this summer.

The upgrade will enable us to introduce some new features and improve usability over time.



There will be a short period of time when IPSA Online will not be available while we move to the new system.

The upgrade is due to take place between **midday on Friday 6 August and 9am on Tuesday 10 August**. During this time, IPSA Online will not be available to you or the IPSA team. We will let you know once these dates and times are confirmed.

Please ensure that you have completed all necessary IPSA Online tasks ahead of the upgrade. Under the current timeline, the deadline to reconcile your payment card for June will be extended to **23:59 on Wednesday 11 August**.

We apologise for any inconvenience this may cause but we hope that making this change will enable us to provide a better service to you in the future.

If you have any questions, please speak to your [account manager](#).

Best wishes

The IPSA Team

