Tusla Web Portal

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Getting Started
To use the Tusla Portal, you will need to register as a user if you have not previously done so.

Registering
To register for an account, go to portal.tusla.ie and click on Create a Portal Account.

After clicking, you are presented with a four-step process.
Step 1 – Consent

As a user of the Tusla Portal please confirm by ticking the box below that you consent to Tusla processing your personal and/or sensitive personal data in compliance with current applicable data protection legislation as per the Tusla web portal data privacy statement.

As a Tusla Portal user you have a responsibility to submit valid and truthful data. If it transpires that a report you submit is false, malicious, vexatious, or frivolous, Tusla reserves the right to deny you access to the Portal and may be required to make a complaint to An Garda Síochána under section 5 of the Protection for Persons Reporting Child Abuse Act, 1996.

Please review and confirm your consent by checking the “I consent” and clicking on Next.

Step 2 – Personal
Enter your contact details, please note that fields marked with * must be entered. Email addresses and passwords will need to be entered twice for confirmation, and click on **Next**.

**Step 3 – Submission Type**

Choose your submission type and enter any other information requested.

**Step 4 – Verification**

In order to help safeguard your security, the portal uses mobile phone verification, as with online banking. You enter your mobile number and click on **Send**. You will then receive a text message with your code on your mobile phone.
When you have clicked Send, another field will appear for you to enter the code that you received on your phone.

Please enter the code and press **Validate**, if validation is successful, the following popup is displayed:

If you wish, you can choose to tick the option ‘Hide my mobile number in my submissions’ and your mobile number will not appear in any submissions you make on the Portal, this option can be updated later.

To complete registration, click **Register** and a confirmation email will be sent to the email address you provided, open the email and click on the link and you will then be able to log in to the Portal and make submissions.
**Logging In**
Once you have successfully registered, you can return to portal.tusla.ie and log in. Enter your email address and password previously registered and click Next.

A code will be automatically sent to your mobile phone in a text message and the following screen below is displayed.

Enter the code and click the Continue to complete the Login process.
PAC Verification
If you registered to use the Portal some time ago, you may be asked to log on using digits from the ‘Personal Access Code’ (PAC) that was given to you at the time of your original registration, enter the three digits show from your PAC.

Mobile Phone Verification is more secure than PAC, you will be prompted to begin using Mobile Phone Verification each time you log in. It is recommended that you move to Mobile Phone Verification.