

# AUSKey



An AUSKey is a secure login that identifies you when using some online government services on behalf of an organisation, including the Data Exchange (DEX). Your organisation might already have an AUSKey even if you are not currently using DEX, so it would be worth checking.

Some key points to remember with an AUSKey:

- It is recommended that you have two AUSKey administrators in case someone is away or leaves the organisation.
- If your organisation **does not** have an AUSKey, it can take a number of weeks to complete the process. So start now!
- An AUSKey administrator is different to a Data Exchange Organisation Administrator - an AUSKey administrator is usually a CEO, whereas a DEX Organisation Administrator is usually an individual who works on a specific program (for example, a team leader). They may also be the same person in a smaller organisation and that's OK.
- Ensure that you have an up to date web browser.
- You will need to apply for a new AUSKey if you lose or forget your AUSKey or get locked out. So keep those details somewhere safe!

If you don't have an AUSKey, you can register to get one. Click here for more detail: [www.abr.gov.au/auskey/registering-auskey](http://www.abr.gov.au/auskey/registering-auskey)

For how to set up DEX with your AUSKey see: [www.dex.dss.gov.au/auskeys-and-the-data-exchange/](http://www.dex.dss.gov.au/auskeys-and-the-data-exchange/)